

# GUIDE TO TOWN PLAN IMPLEMENTATION

	PHASE ACTION	DESCRIPTION	APPLICABLE TOWN PLAN ELEMENTS	PRIMARY RESPONSIBILITY	STATUS
	<b>Phase I</b>				
✓	I-1	Establish Town Plan Implementation Committee.	All Elements	Select Board, Planning Board	Committee formed Sept. 2007/COMPLETED
✓	I-2	Adopt an Open Space-Residential Design Bylaw.	Land Use, Open Space & Natural Resources, Housing	Planning Board	Adopted Special Town Meeting Feb. 26, 2008/COMPLETED
✓	I-3	Adopt a Back-Lot Development Bylaw.	Land Use, Open Space & Natural Resources, Housing	Planning Board	Adopted Special Town Meeting Feb. 26, 2008/COMPLETED
✓	I-4	Update and Strengthen the Site Plan Review Bylaw.	Land Use, Transportation	Planning Board	Adopted Special Town Meeting Feb. 26, 2008/COMPLETED
✓	I-5	Fund the Six-Year Roads Plan.	Transportation, Community Facilities & Services	Select Board, Roads Advisory Committee	BOS and RAC pursuing Plan as budget allows.
✓	I-6	Seek financial and technical assistance to support Princeton's historic preservation efforts.	Historic Preservation, Community Facilities & Services	Historical Commission	Historical Commission effectively pursuing its mission.
✓	I-7	Establish criteria to guide the town's response to Chapter 61 or 61A notices and other open space opportunities, and set aside funds to acquire priority open space.	Open Space & Natural Resources, Land Use, Community Facilities & Services	Planning Board, Open Space Committee	Protocol established for annual review of relevant properties and report creation. Municipal funding to be sought as potential targeted properties identified..
✓	I-8	Establish Rural Preservation Overlay from Town Center		Planning Board	Adopted Special Town Meeting Feb. 26, 2008/COMPLETED

	<b>PHASE ACTION</b>	<b>DESCRIPTION</b>	<b>APPLICABLE MASTER PLAN ELEMENTS</b>	<b>PRIMARY RESPONSIBILITY</b>	<b>STATUS</b>
	<b>Phase II</b>				
	II-1	Amend the Zoning Bylaw and Zoning Map by establishing an East Princeton Village District and a Worcester Road Village District.	Land Use, Economic Development, Housing, Transportation	Planning Board	E. Princeton Study underway; to be followed by Worcester Rd. Study.
✓	II-2	Amend the Zoning Bylaw to allow accessory apartments.	Housing	Planning Board	Adopted Annual Town Meeting May 12, 2009/COMPLETED
	II-3 (Re-classified as III-10)				
✓	II-4	Prepare a corridor study of Route 140, in conjunction with Sterling and Westminster.	Transportation	Planning Board, Select Board, Roads Advisory Committee	Rt 140 Safety Improvement Task Force meeting regularly. Corridor Study underway.
✓	II-5	Develop an inventory of existing trails and prepare a town-wide trails plan.	Open Space & Natural Resources, Land Use	Open Space Committee, Planning Board	Inventory complete; plan preparation underway.
✓	II-6	Adopt regulations to facilitate home occupations and home-based employment.	Economic Development	Planning Board	Adopted by 2010 Annual Town Meeting

	<b>PHASE ACTION</b>	<b>DESCRIPTION</b>	<b>APPLICABLE MASTER PLAN ELEMENTS</b>	<b>PRIMARY RESPONSIBILITY</b>	<b>STATUS</b>
	<b>Phase III</b>				
	III-1	Adopt the Scenic Roads Act and a local scenic roads bylaw.	Open Space & Natural Resources, Transportation, Historic Preservation	Planning Board & Historic Commission	To be considered after response to Rural Preservation Overlay District is gauged.
	III-2	Adopt a Scenic Corridors Overlay District.	Land Use, Open Space & Natural Resources	Planning Board	To be considered after response to Rural Preservation Overlay District is gauged.
	III-3	Commission a study to determine the appropriate boundaries and regulations for a Wachusett Mountain Overlay District, and amend the Zoning Bylaw.	Open Space & Natural Resources, Land Use	Planning Board	To be considered after response to Rural Preservation Overlay District is gauged.
	III-4	Replace the existing Business-Industrial District on Hubbardston Road with a Rural Business District.	Land Use, Economic Development	Planning Board	Under review by Planning Board.
✓	III-5	Establish policies and guidelines for managing Chapter 40B comprehensive permits.	Housing	Planning Board, Select Board	Housing options expanded through Bylaw changes.
	III-6	Develop a master facilities plan to meet municipal, educational and cultural needs, and institute asset management policies for town-owned property	Community Facilities & Services, Historic Preservation	Select Board, Advisory Board, Historic Commission	Facility review ongoing, feasibility of Master Plan under review.
✓	III-7	Adopt Off-Street Parking Regulations.	Land Use, Transportation	Planning Board	Incorporated in existing and proposed bylaws.

	III-8	Appoint a Public Safety Building Committee to oversee design and construction of a new Public Safety Building.	Community Facilities & Services	Select Board	Town to re-examine annually.
	III-9	Adopt the Community Preservation Act.	Historic Preservation,, Open Space & Natural Resources, Housing	Historical Commission, Open Space Committee, Select Board	Not viable to pursue unless state funding in place.
	III-10	Amend the Zoning Bylaw to allow conversions of older single-family homes to multi-family dwellings within 1/2 mile of the Village Districts and the Town Center.	Housing, Land Use	Planning Board	Moved from Phase II. To be considered after response to Accessory Apartment Bylaw is gauged.
	<b>PHASE ACTION</b>	<b>DESCRIPTION</b>	<b>APPLICABLE MASTER PLAN ELEMENTS</b>	<b>PRIMARY RESPONSIBILITY</b>	<b>STATUS</b>
	<b>Ongoing</b>				
✓	O-1	Identify and institute effective ways to recruit, train and keep volunteers to serve on town boards and committees.	Community Facilities & Services		Underway
✓	O-2	Wherever possible, hire and train municipal personnel to serve more than one function.	Community Facilities & Services		Cross training is common practice in the town hall
✓	O-3	Establish a systematic process for reviewing user fees and charges in order to generate revenue for municipal operations.	Community Facilities & Services		This is done on a periodic basis
✓	O-4	Pursue regional service delivery wherever feasible and appropriate.	Community Facilities & Services		All feasible opportunities to regionalize services are being considered.