

## ANNEX A

### FRAMEWORK AMENDMENTS RELATING TO HOUSING

*(Proposed Code Amendments and Related Policies)*

**September 22, 2025**

#### **Why This Matters**

The Planning Board's community survey made one thing clear: housing is one of the biggest concerns in Greenport. We need to act now — but the Village is small, largely built out, and has limited staff and funding. If we try to take on complex affordability and ownership programs right away, we risk creating something that is too heavy to succeed.

This package of proposed amendments is a **first step**: targeted, simple changes to encourage more year-round housing. Over time, we can add measures to promote affordability, expand ownership options, address seasonal employee housing and protect against further loss of year-round housing. These amendments should be paired with clear, enforceable regulations for residential rentals, including a defined framework for distinguishing and registering permitted short-term rentals separately from long-term rentals, to ensure that housing intended for year-round use remains available to residents.

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#### **Key Challenges in Expanding Year-Round Housing** *(Not all apply to Greenport, but many do)*

- Homes competing with seasonal and short-term rental demand
- Limited buildable land – Village already largely built out
- High construction and land costs for small-scale projects
- Zoning and parking limits that constrain housing types
- Complex, resource-heavy administration of affordability programs
- Infrastructure capacity limits (water, sewer, roads)

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- Community resistance to changes in scale or character
- Financing and feasibility hurdles for developers in small markets
- Enforcement challenges, especially for year-round occupancy rules
- Market volatility and price spikes in small housing stocks
- New supply not matching local workforce needs

## What We're Aiming For

- **Homes for Neighbors, Not Tourists** – Serve year-round residents
- **A Place for Everyone** – Options for young people, families, and seniors
- **Keeping Our Community Together** – Stability through life's changes
- **Fitting In, Not Standing Out** – Design that matches neighborhood character
- **Making the Most of What We Have** – Infill and reuse before new sprawl

## Proposed First-Step Code Changes

1. **Downtown Housing** – Allow and encourage apartments/multi-residential in commercial districts, including upper floors and accessory structures.
2. **Accessory Dwelling Units (ADUs)** – Permit small-scale, compatible housing in residential neighborhoods.
3. **Home Conversions** – Allow repurposing of single-family homes into duplexes or small multi-residential buildings where appropriate.
4. **Character Standards** – Ensure new housing fits with the Village's look and feel.
5. **Sustainability** – Reuse existing buildings whenever possible.

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6. **Simpler Process** – Clear rules and predictable approvals.

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**Possible Future Additions**

- **Affordability Measures** – Incentives or requirements to include affordable units in new housing.
  - **Local Preference Policies** – Priority for persons employed in the Village or Town of Southold, and for emergency service providers.
  - **Multi-Residential Ownership Models** – Permitting condominium or residential cooperative structures in multi-residential buildings.
  - **Stronger Protections for Year-Round Housing** – Clear rules preventing conversion of residential units to seasonal or short-term rentals, coupled with a registration and enforcement framework.
  - **Targeted Tax or Fee Incentives** – Property tax abatements or permit fee reductions for apartments or multi-residential projects meeting defined year-round or affordability criteria.
  - **Linked Zoning Incentives** – For example, limited short-term rental eligibility in the CR District if affordable units are provided, or other bonuses tied to creation of year-round housing.
  - **Updated Bulk Standards** – Adjust standards to reflect actual Village lot sizes, built form, and infrastructure realities.
  - **Accessory Use and Structure Provisions** – Refine permitted accessory uses in residential districts to encourage compatible housing options.
  - **Seasonal Workforce Housing** – Create provisions for seasonal employee housing.
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**This proposal is the start of a longer process** to make sure Greenport remains a place where people can live, work, and stay for a lifetime.

**EXECUTIVE SUMMARY OF FRAMEWORK AMENDMENTS ON HOUSING**

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To increase the supply of year-round housing while protecting neighborhood character, the amendments would:

- **Encourage apartments in downtown commercial districts (CR/CG)** by activating upper floors, allowing residential use in accessory structures, and streamlining approvals for conversions without exterior expansion.
- **Permit Accessory Dwelling Units (ADUs)** in residential districts subject to occupancy, design, and bulk standards to ensure compatibility with principal dwellings and neighborhoods.
- **Allow repurposing of existing homes** into duplexes or small multi-residential buildings where appropriate.
- **Set tailored standards for multi-residential, cluster, and cottage court housing**, including density limits, design guidelines, shared open space requirements, and reduced parking where feasible.
- **Apply strict occupancy and use requirements** to ensure housing serves full-time residents, prohibiting most short-term rental and transient uses.
- **Simplify the approval process** where possible while protecting historic character and promoting sustainable design.

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## **Key Features of the Proposed Amendments**

### **A. Apartments in Commercial (CR/CG) Districts**

- Apartments would be allowed on upper floors of commercial buildings or in accessory structures (e.g., carriage houses, barns, rear buildings) including in the form of multi-residential buildings (i.e. 3 or more apartments)
- Ground-floor apartments in principal buildings are not permitted in order to preserve active street-level commercial uses.
- Apartments must either be owner occupied or leased to full-time, year-round residents under leases of at least 12 months. Short-term rentals, hotel-style uses, or pooled rental units are prohibited.
- Property owners are required to file annual certifications with the Village and record a binding 25-year covenant ensuring compliance.
- Bulk standards would be revised to allow up to three stories for residential use above commercial, with height limits of 35 feet plus limited additional allowance for rooftop mechanicals. Third floors must be stepped back from the façade, and rooflines should be pitched or otherwise articulated to reduce bulk.
- Parking would not be required for CR apartments, recognizing the walkable village center.

### **B. Residential Districts (R-1 and R-2)**

- The two existing residential districts would be merged into one, allowing up to two dwelling units in a principal building as of right.
- Conversions of single-family homes into two-family dwellings would be entitled to automatic relief from certain bulk requirements (lot size, width, depth, setbacks, coverage) to make such conversions more feasible.
- Occupancy of buildings benefiting from looser bulk requirements would be required to be subject to owner occupancy/long term tenant residency requirements and owners would record a 25-year covenant prohibiting short-term rental use.

### **C. Accessory Dwelling Units (ADUs)**

- One ADU would be permitted per residential lot, subject to occupancy rules requiring owner occupancy and/or long-term tenant residency (12 months).

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- ADUs required to be located in the rear yard, connected to public utilities, and accessed via the same driveway as the principal home. They could not be sold separately.
- Size would be limited (approximately 750–1,250 square feet; max two bedrooms and one bath).
- Existing accessory structures could be converted into ADUs with minimal approvals if no external expansion is involved. New ADUs or expanded/modified accessory structures would require site plan approval (and Historic Preservation review if located in the Historic District).
- Bulk standards would limit height to 20–25 feet depending on configuration, and lot coverage could increase modestly (up to 45%).
- Design guidelines emphasize compatibility with the main house, privacy for neighbors (through window placement and landscaping), and sustainability features such as energy-efficient construction.
- A 25-year covenant would be required to ensure compliance with occupancy and use requirements and prohibiting use of any dwelling unit on the property for short-term rental.

#### **D. Multi-Residential Buildings (3+ Units)**

- In addition to permitting multi-residential buildings in the CR District (as above), multi-residential buildings, cluster housing, or cottage courts would be permitted in the residential district(s) and CG District, subject to site plan review.
- Cluster/cottage court housing would require a minimum 12,000 square-foot lot, with density capped at one unit per 1,000 square feet of land and no more than eight units total.
- Design guidelines would encourage “house-scale” buildings with pitched roofs, shared courtyards, landscaping, and stormwater management.
- Occupancy would be limited to full-time residents or employees of Village businesses residing at least six months of the year.
- A 25-year covenant ensuring compliance with occupancy and use restrictions and prohibiting short-term rentals would be required.

#### **E. Parking**

- No parking would be required for CR apartments.

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- In residential and CG districts, one off-street space per dwelling unit would be required, except where Planning Board waivers are granted. This is a reduction in certain instances from current requirements
- The Planning Board could fully waive parking for ADUs.
- For multi-residential projects, the Board could reduce parking requirements by up to 50% where site constraints make full compliance infeasible.
- Properties with short-term rental permits (where still allowed under other provisions of the Code) would have to meet stricter parking standards under the Rental Property law, without waiver.

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**DETAILED PROPOSED FRAMEWORK AMENDMENTS  
FRAMEWORK AMENDMENTS RELATING TO HOUSING**

<b>ISSUE/ZONING CHAPTER SECTION REFEEENCES</b>	<b>PROPOSED AMENDMENT</b>
<b>Apartments in CR/CG Districts (Sections 150-9(A)(11), 150-10)</b>	<p><b>Proposed High-Level Requirements for Apartments in CR/CG Districts (including in the form of multi-residential buildings (i.e. more than 2 apartments in any building):</b></p> <ul style="list-style-type: none"> <li>a. <b>Occupancy and Use Requirements:</b> <ul style="list-style-type: none"> <li>i. All dwelling units must be occupied by either an <b>owner</b> or a <b>long-term tenant</b> (requires a lease of not less than 12-months and compliance with the below bullet point)</li> <li>ii. Any <b>leasing/rental</b> of a dwelling unit is limited to full-time residents who maintain (or at the time of entering into a lease intend to maintain) a <b>domicile</b> in the Village (i.e., the Village is their principal place of residence during the year); <i>provided</i> that any apartment that is currently subject to a 12-month lease may continue to be rented to the occupant thereof pursuant to a 12-month lease without being subject to the full-time residency/domicile requirement (which shall only apply to any replacement tenant)</li> <li>iii. No dwelling unit may be operated as transient lodging, pooled rental units or hotel-style accommodations; <b>Short-term rentals, seasonal occupancy, or subletting</b> (with limited exceptions relating for relocation) are <b>prohibited</b></li> </ul> </li> </ul>

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	<p>iv. <b>Residency Verification:</b></p> <ul style="list-style-type: none"> <li>• Owners shall be required to provide annual certification to the Village confirming that apartments satisfy the occupancy and use requirements (including copies of redacted lease and evidence of residency for tenants)</li> <li>• Any rental shall have a rental permit in full force and effect</li> </ul> <p>v. <b>Use Covenant.</b> Any property owner that takes advantage of any of the provisions contemplated by the proposed amendments in order to convert any portion of a property into, or construct any, apartment dwelling unit, an ADU or multi-residential property shall be required to enter into a use covenant which shall be a covenant that runs with the land for the benefit of the Village pursuant to which the property owner agrees that the dwelling units contained therein shall be subject to the Occupancy and Use Requirements contemplated hereby for a period of not less than 25 years.</p> <p>b. <b>Location/Bulk Regulations of Apartments in CR District:</b></p> <p>i. Apartments may be located (i) on second and/or third floors of principal buildings or (ii) on any floor in an accessory structure (e.g., carriage houses, barns or rear buildings)</p> <p>ii. <b>Bulk standards</b> to be revised as follows:</p> <ul style="list-style-type: none"> <li>• <b>Height limit</b> in CR to be increased as following:</li> </ul>
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	<p>⇒ To the extent second and third floors of building are <b>solely</b> comprised of <b>apartments/dwelling units</b>:</p> <ul style="list-style-type: none"> <li>▪ 35 feet to the roof line/highest occupiable floor</li> <li>▪ Additional height allowance (up to [10] feet) for rooftop mechanicals and appurtenances; <i>provided</i> they (x) are setback at least [10] feet from front façade, (y) do not exceed [25]% of total roof area and (z) are not used for occupancy (i.e. no rooftop terraces)</li> <li>▪ In the aggregate no greater than [45] feet</li> </ul> <p>⇒ In all other cases, as in current Zoning Chapter</p> <ul style="list-style-type: none"> <li>• <b>Third floor</b> permitted “as of right” solely to the extent used for apartments/dwelling units (subject to site plan review for new construction) satisfying the occupancy and use requirements</li> </ul> <p>iii. <b>Ground-floor apartments</b> in principal buildings are not permitted to preserve commercial activity on primary street frontages (but are permitted in accessory structures)</p> <p>iv. <b>Exempt</b> from bulk and parking requirements otherwise applicable to multi-residential buildings under Section 150-18</p> <p>c. <b>Location/Bulk Regulation of Apartments in CG District-</b> required to <b>conform</b> with requirements on multi-residential buildings in residential district(s) (see below proposal).</p>
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	<ul style="list-style-type: none"> <li>d. <b>Conversion of Existing Space:</b> Conversion of existing second or third floor space in CR District to apartments requires only a building permit (exempt from site-plan approval) so long as it does not include any external expansion of the building (“<b>Converted CR Apartments</b>”).</li> <li>e. <b>New Construction:</b> New construction or external expansion of any building (including with respect to construction of apartments) requires site plan approval and, to the extent applicable, HPC certificate of appropriateness.</li> <li>f. <b>Parking Requirements:</b> None.</li> <li>g. <b>Design Guidelines for Construction in CR District</b> (considerations to be taken into account as part of site plan review (and HPC review, if applicable) to the extent feasible in connection with a particular proposed site plan): <ul style="list-style-type: none"> <li>i. Any third floor should be stepped back from the street-facing façade by at least 5 feet to reduce visual bulk unless approved otherwise by the HPC (to the extent applicable) and Planning Board</li> <li>ii. Roof forms should be pitched, gabled, or otherwise articulated to reduce apparent height and avoid a “boxy” mass unless otherwise approved by the HPC (to the extent applicable) and Planning Board</li> <li>iii. Exterior materials, window proportions, and rooflines should be compatible with the materials, windows and rooflines of buildings located within 100 linear feet</li> <li>iv. Window placement, where practicable, should prioritize privacy for neighboring properties by avoiding direct sightlines into surrounding buildings</li> <li>v. Energy-efficient lighting should be used to reduce energy consumption</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>vi. Construction should incorporate energy-efficient features, such as insulation, solar panels, high-efficiency windows and low-flow plumbing fixtures to promote sustainability and minimize environmental impact</li> <li>vii. Apartments should retain the existing street-facing commercial character of the building</li> <li>viii. Separate residential entrances are encouraged from the side or rear of building but should be placed with easy access to a driveway, parking area or street to permit easy loading and unloading for residents</li> <li>h. <b>Building Standards.</b> Any conversion or construction of any property for residential purposes shall be required to comply with all applicable New York State and federal laws, including but not limited to building and fire codes, energy efficiency standards, fair housing and accessibility requirements under the Fair Housing Act, Americans with Disabilities Act (as applicable), and Section 504 of the Rehabilitation Act. A certificate of occupancy for each dwelling unit or building or structure in which such dwelling unit is located shall be required.</li> </ul>
<b>Residential District(s) Generally (Section 150-3; Zoning Map and related provisions throughout Code) and Conversion of Single-Family Dwelling Units to Two-Family Dwelling Units.</b>	<ol style="list-style-type: none"> <li>1. <b>Merge R-1 and R-2 Districts into single residential district</b> where up to two dwelling units in a principal building are permitted as of right subject to compliance with bulk standards currently applicable to Two-Family Dwellings in R-2 District</li> <li>2. <b>Bulk Standard Relief.</b> The conversion of any existing one-family dwelling unit to a two-family dwelling unit where both dwelling units will satisfy the occupancy and use requirements set forth as applicable to apartments in the CR District shall automatically be entitled to the following relief in respect of the following district bulk standards or requirements without the need for a variance: <ul style="list-style-type: none"> <li>a. [10]% reduction in minimum lot area requirement;</li> </ul> </li> </ol>

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	<ul style="list-style-type: none"> <li>b. [10]% reduction in lot width requirement;</li> <li>c. [10]% reduction in lot depth requirement;</li> <li>d. Reduction in requirement relating to front yard set-back to [10] feet;</li> <li>e. Reduction in required one side yard (feet) setback to [8] feet;</li> <li>f. Reduction in required both side yards (feet) setback to [20] feet;</li> <li>g. Reduction in rear yard setback requirement to [20] feet;</li> <li>h. Maximum lot coverage increased to [40]%; and</li> <li>i. In respect of any dwelling unit located on a corner lot, such property shall only be considered to have one front yard (which shall be the yard that has the greatest existing front yard setback from the street, and the other “front” yard shall be treated as a side yard (and be subject to the setback requirements otherwise applicable thereto));</li> </ul> <p><i>provided</i> that in no event shall any modification permit the extension of any principal building to be closer than [eight (8)/ten (10)] feet to any accessory building on the property without a variance.</p> <p>The foregoing shall be in addition to any relief from setback requirements currently provided by the Code in respect of existing setbacks and existing small lots with the greater relief being afforded to any applicant converting a one-family dwelling into a two-family dwelling.</p>
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<p><b>Accessory Dwelling Units (ADUs) in Residential District(s) (Sections 150-7, 150-8, 150-12, 150-13 and related provisions throughout Code)</b></p>	<p>Code to be amended to permit a <b>[single] accessory dwelling unit (ADU)</b> on each lot in the <b>residential district(s)</b> subject to the following requirements/conditions:</p> <ul style="list-style-type: none"> <li>a. <b>Occupancy and Use Requirements applicable to all dwelling units on property with ADU:</b> Same as the occupancy and use requirements applicable to apartments in CR District (see above). Requirements to apply to any dwelling unit in principal building and ADU.</li> <li>b. <b>General Conditions:</b><sup>1</sup> <ul style="list-style-type: none"> <li>i. Any conversion of any accessory structure or construction of an accessory structure for purposes of use as an ADU shall be required to comply with all applicable New York State and federal laws, including but not limited to building and fire codes, energy efficiency standards, fair housing and accessibility requirements under the Fair Housing Act, Americans with Disabilities Act (as applicable), and Section 504 of the Rehabilitation Act. A certificate of occupancy shall be required for an ADU.</li> <li>ii. ADUs shall be in the rear yard of a property</li> <li>iii. Any necessary approvals from the Planning Board, Zoning Board of Appeals and Historic Preservation Committee shall have been obtained and shall be in full force and effect</li> <li>iv. No ADU shall be permitted to be sold independently from the sale of the property as a whole or from the principal building on the property</li> <li>v. ADUs shall only be used as independent living spaces for a household separate from the persons living in the associated principal dwelling unit(s) (i.e. an ADU shall not be used as a guest house or for accessory purpose for persons residing in the principal building on the property). For the avoidance of doubt, ADUs may be used to provide housing for (A) an</li> </ul> </li> </ul>
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<sup>1</sup> These conditions will also generally apply to any dwelling unit in an accessory structure in the CR /CG District.

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	<p>owner of the property, where the principal building is rented out to a full-time tenant, (B) a full-time resident tenant pursuant to a 12-month lease or (C) a caretaker of persons living in the associated principal dwelling unit, in each case subject to the occupancy and use requirements.</p> <ul style="list-style-type: none"> <li>vi. An ADU shall utilize the same vehicular access that services the principal building on the property</li> <li>vii. An ADU shall be connected to public utilities, including, but not limited to water, electric and sewer services (such utilities may be shared or independent with any such public utilities servicing the principal building on the property)</li> <li>viii. [Any [New ADU or Modified] ADU [(each as defined below)] shall be located at least [eight (8) feet/ten (10)], away from any other building containing a dwelling unit (whether on the applicable property or on any adjacent property and shall not be located in any required front yard]</li> <li>ix. [No more than one ADU shall be permitted on any lot]</li> <li>x. No ADU shall be larger than [750-1250] square feet or shall have more than two (2) bedrooms and one (1) bathroom</li> </ul> <p>c. <b>Existing Structures as ADUs:</b> Existing accessory structures may be converted to an ADU (a “<b>Converted ADU</b>”) (other than any Modified ADU (as defined below), without any requirement that they comply with applicable bulk standards other than to the extent set forth under “General Conditions” (and no variance shall be required in connection therewith); <i>provided</i> that to the extent there is a proposed expansion or modification to an existing accessory structure in order to accommodate residential dwelling use, no such expansion or modification shall increase any existing building nonconformity without a variance in respect thereof. No site plan approval shall be required for any Converted ADU unless it also constitutes a Modified ADU.</p>
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	<p>d. <b>Construction of ADUs:</b> The construction of any new accessory structure for use as an ADU (a “<b>New ADU</b>”) or any construction involving the expansion or modification of an existing accessory structure intended to be used as an ADU that increases the height of such accessory structure or the building footprint of such accessory structure (a “<b>Modified ADU</b>”) shall require site plan approval by the Planning Board and, if located in the Village’s Historic District, a certificate of appropriateness from the Historic Preservation Commission. The following conditions and criteria shall apply to any New ADU and/or Modified ADU, as applicable:</p> <p>i. <b>Bulk Standards.</b></p> <ul style="list-style-type: none"> <li>• The building <b>height limit</b> for any accessory structure containing a New ADU or Modified ADU shall be: <ul style="list-style-type: none"> <li>○ To the extent that such accessory structure also is intended to serve as a garage or storage space and the New ADU or Modified ADU is located in whole or in part on the second floor of such accessory structure, no greater than [25] feet in height and no more than two (2) stories</li> <li>○ To the extent that such New ADU or Modified ADU is the sole intended use of such accessory structure or located in whole on the first floor of such accessory structure, no greater than [20] feet in height and no more than one and one-half stories</li> </ul> </li> <li>• The <b>lot coverage</b> for any lot containing a New ADU or Modified ADU shall be increased to [45]%. All other bulk standards applicable to lots in the residential zone(s) to apply with respect to any New ADU or Modified ADU unless a variance is obtained in respect thereof</li> </ul> <p>ii. <b>Parking.</b> With respect to any property that contains a two-family dwelling unit as well as an ADU, the off-street parking requirement may</p>
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	<p>be reduced with the permission of the Planning Board as contemplated below under “Parking”</p> <p>iii. <b>Design Guidelines applicable to New ADUs or Modified ADUs</b> (considerations to be taken into account as part of site plan review (and HPC review, if applicable)).</p> <ul style="list-style-type: none"> <li>• Where practicable, an ADU should be located in reasonable <b>proximity to the principal building</b> on the lot so as to reinforce the subordinate and ancillary nature of the use and ensure the privacy of adjacent properties</li> <li>• An ADU should <b>complement/be compatible with the architectural style</b> of the principal building on the property</li> <li>• The <b>roof design, materials, and exterior finishes</b> should harmonize with the principal building on the property, though they don’t need to be identical</li> <li>• <b>Window placement</b> should prioritize <b>privacy</b> for neighboring properties by avoiding direct sightlines into other homes or yards.</li> <li>• <b>Landscaping or screening</b> (such as hedges, fences, or trees) should be used where possible around windows, patios, or balconies to provide privacy</li> <li>• ADUs should incorporate <b>energy-efficient features</b>, such as insulation, solar panels, high-efficiency windows, and low-flow plumbing fixtures, to promote sustainability and minimize environmental impact</li> <li>• Outdoor lighting should be directed downward to <b>avoid light spillover</b> onto neighboring properties</li> <li>• <b>Energy-efficient lighting</b> should be used to reduce energy consumption</li> </ul>
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	<ul style="list-style-type: none"> <li>The <b>gross floor area</b> of any building containing an ADU shall not exceed (a) [50/75]% of the gross floor area of the principal building or (b) [7-10]% of the overall lot size.</li> </ul>
<b>Multi-residential Building(s) (Sections 150-8(B)(2) and 150-18)</b>	<p><b>Proposed High-Level Requirements for new multi-residential buildings in Residential District(s) and in CG District:</b></p> <p>a. <b>Applicability:</b> Applies to:</p> <ul style="list-style-type: none"> <li>i. <b>Any residential building(s) with 3+ unit or more dwelling units</b> on any lot in the residential district(s) or CG District (but not the CR Retail Commercial District)</li> <li>ii. More than one principal building taking the form of <b>cottage court</b> or <b>cluster housing</b><sup>2</sup> may be constructed on any lot in the residential district(s) or CG District so long as the lot area is not less than [12,000] square feet</li> <li>iii. Any new construction or conversion of a building for use as multi-residential building or the development of cluster or cottage court housing requires <b>site plan review and approval</b> by the Planning Board</li> </ul>

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<sup>2</sup> **Cluster Housing:** A residential development pattern in which homes are grouped close together in order to preserve shared open space or natural areas on the same site. **Cottage Court Housing:** A group of small homes arranged around a shared courtyard or green space, typically on a single lot, designed to promote community interaction and efficient land use.

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	<p>b. <b>Occupancy and Use Requirements applicable to all dwelling units in connection with any conversion or new construction of multi-residential building(s)</b> (including cluster or cottage court housing): Occupants must either (i) meet the same criteria set forth under the occupancy and use requirements <b>applicable to apartments in CR District</b> (see above) or (ii) be employed by a business located in the Village and resident at such dwelling unit for a period of not less than [six (6)] consecutive months during any calendar year. Requirements to apply to all dwelling units in any multi-residential building.</p> <p>c. <b>Dimensional &amp; Bulk Standards:</b></p> <p>i. <b>Lot Area:</b> As applicable in the R-2 District; <i>provided</i> that (a) no more than a single principal building containing [four (4)] dwelling units shall be permitted on any lot that is less than [10,000] square feet and (b) cluster or cottage court housing shall not be permitted on any lot that is less than [12,000] square feet</p> <p>ii. <b>Lot Coverage:</b> Maximum [50]%</p> <p>iii. <b>Lot Width, Lot Depth, Setback Requirements and Building Height:</b></p> <ul style="list-style-type: none"> <li>• For lots with a single multi-residential building: (A) in the residential district(s), as applicable to Two-Family Dwellings in R-2 District; <i>provided</i> that no single multi-residential building in the residential district(s) shall have more than [4] dwelling units and (B) in the CG District, as applicable under current Zoning Chapter in CG District</li> <li>• [For any cluster or cottage court housing, the following: <ul style="list-style-type: none"> <li>○ <b>Maximum Density:</b> 1 dwelling unit per 1000 square feet of lot area; but in no case no more than 8 dwelling units</li> <li>○ <b>Maximum Floor Area:</b> No more than 1200 square feet per dwelling unit</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>○ <b>Minimum Unit Separation:</b> At least 8 feet between each dwelling unit measured wall to wall</li> <li>○ <b>Shared Open Space:</b> Minimum 400 square feet total or 100 square feet per unit, whichever is greater</li> <li>○ <b>Private Outdoor Space per Unit:</b> Minimum 100 square feet (may include any patio or fenced yard)</li> <li>○ <b>Other setbacks/building height limits:</b> As applicable in the relevant zoning district.]</li> </ul> <p>iv. <b>Livable Floor Area:</b> Not less than [500] square feet including kitchen and bathroom for each unit</p> <p>d. <b>Parking &amp; Access:</b> See below under “Parking”.</p> <p>e. <b>Design Guidelines</b> (considerations to be taken into account as part of site plan review (and HPC review, if applicable)).</p> <p>i. <b>Landscaping Plan Required:</b></p> <ul style="list-style-type: none"> <li>• <b>Perimeter planting</b> along property lines adjacent to one-family/two-family homes</li> <li>• <b>Street trees</b> or small front yard landscaping to soften view from street (where possible)</li> <li>• <b>Screening of parking</b> with fencing, plantings, or low walls</li> </ul> <p>ii. <b>Private Outdoor Space:</b> Encourage <b>shared courtyards or small balconies/patios</b> for livability.</p> <p>iii. <b>Stormwater Management:</b> Any project increasing impervious surface must include <b>on-site stormwater measures</b></p>
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	<p>iv. <b>Building &amp; Bulk Design</b> (relevant for new construction and modifications to existing buildings)</p> <ul style="list-style-type: none"> <li>• <b>Contextual Massing:</b> <ul style="list-style-type: none"> <li>○ Encourage house-scale buildings with pitched roofs, dormers, and façade articulation to blend into the neighborhood.</li> <li>○ For cottage courts, buildings should face a shared courtyard with parking located behind or to the side</li> </ul> </li> <li>• <b>Façade Breaks:</b> Buildings wider than 40 ft should have step-backs, porches, or vertical articulation to reduce apparent mass</li> </ul> <p>f. <b>Review &amp; Approval:</b></p> <ul style="list-style-type: none"> <li>i. <b>Site Plan approval</b> required for any conversion of a principal building in the residential district(s) to a multi-residential building and any new construction of multi-residential buildings or cluster or court cottage housing in either the CR or CG districts</li> <li>ii. Traffic, light/air, drainage, and neighborhood compatibility to be evaluated as part of review</li> </ul>
<b>Parking (Sections 150-12 and 150-16)</b>	<p><b>Parking Requirements applicable to dwelling units/apartments (in any district):</b></p> <ul style="list-style-type: none"> <li>a. <b>Apartments in CR District:</b> None</li> <li>b. <b>Properties Subject to Short-Term Rental Permit.</b> Any property that has a dwelling unit that is the subject of a short-term rental permit shall be required</li> </ul>

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	<p>to satisfy any parking requirements set forth with respect thereto pursuant to Chapter 103 (Rental Properties). The Planning Board shall not have any right to waive or reduce these requirements – any deviation shall only be permitted if the Zoning Board of Appeals has granted a variance with respect thereto.</p> <p>c. <b>All Other Dwelling units in Residential District(s) and CG District.</b>          Except with respect to any property which has a dwelling unit that is subject to a short-term rental permit, one (1) off-street parking space per dwelling unit, <i>provided</i> that with respect to any ADU or multi-residential building or cluster or cottage court housing, the Planning Board in its discretion may waive or reduce the requirements to provide off-street parking spaces for such dwelling units (x) in the case of any ADU, entirely and (y) in the case of any multi-residential building or cluster or cottage-court housing, by up to [50]% of the required number of off-street parking spaces, to the extent that the property owner or developer has demonstrated to the satisfaction of the Planning Board that due to the size, configuration, access limitations, or other physical characteristics of the applicable property, it is not reasonably feasible to accommodate the required number of parking spaces on site without substantial alteration of the lot, significant loss of open space or vegetation, or adverse impact to the character of the neighborhood. In determining whether to grant such a waiver, the Planning Board shall consider proximity to public parking, availability of on-street parking, and the likelihood of increased impact on adjacent properties. The intent of this provision is to avoid unnecessarily precluding the development of apartments or ADUs on small or constrained lots due solely to parking infeasibility.</p> <p>d. <b>Driveways as Parking Spaces in Residential Zone(s).</b> Driveways may count towards satisfying off-street parking requirements subject to the following conditions:</p> <p>i. The driveway shall be at least 10 feet in width</p>
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	<ul style="list-style-type: none"><li>ii. A driveway within a required front yard shall count for no more than one (1) parking space</li><li>iii. There shall not be any parallel parking (i.e. side by side) in any required front yard</li></ul>
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## **Appendix A: Anticipated Community Concerns**

In developing this preliminary framework, the Planning Board recognizes that proposed changes to increase and address housing availability may raise questions or objections from members of the community. To ensure transparency, the following anticipated concerns have been identified, along with the general approach reflected in the draft amendments. These points are intended to guide further discussion and refinement during consideration by the Board of Trustees and any additional steps taken to advance the proposed framework amendments or other matters set forth herein.

### **Neighborhood Character and Density**

**Concern:** Additional apartments, accessory dwelling units (ADUs), or multi-residential forms may be perceived as inconsistent with existing scale and fabric, or as creating too much density in residential neighborhoods.

**Response:** Bulk and design standards (lot coverage, setbacks, height limits, step-backs, and landscaping) are incorporated to maintain scale and avoid overcrowding. The Planning Board and Historic Preservation Commission retain review authority to ensure compatibility with surrounding context. Density is further managed through limits on the number of allowable units, minimum lot sizes, and dimensional requirements to avoid over-intensification.

### **Privacy and Placement of ADUs**

**Concern:** New residential units, particularly ADUs or multi-family conversions, may create privacy intrusions for neighboring properties, such as through window placement, sightlines into yards, or reduced separation between structures. There is also concern that free-standing ADUs located deep in rear yards could alter neighborhood patterns or diminish privacy for both neighbors and occupants.

**Response:** Draft provisions incorporate setbacks, screening, and orientation requirements to minimize privacy impacts. Placement of ADUs is encouraged in proximity to the principal dwelling to reinforce their subordinate character. However, flexibility is provided to allow rear or side placement where existing accessory structures (e.g., garages, barns, carriage houses) are reused, or where such siting better preserves privacy, light, and open space. Landscaping, fencing, or additional design modifications may be required as a condition of approval to mitigate impacts on adjacent properties.

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## Parking Supply

**Concern:** Reduced or waived off-street parking requirements could create additional pressure on already limited local parking resources.

**Response:** Waivers are discretionary, linked to site constraints and proximity to public parking, and subject to continued review of actual impacts following implementation. In residential areas, the Planning Board may require demonstration that parking demand can be absorbed without overflow into adjoining lots or streets, or impose conditions to mitigate such impacts.

## Short-Term Rentals and Enforcement

**Concern:** Occupancy restrictions may be difficult to monitor or enforce.

**Response:** A rental permit framework, annual certifications, and enforceable penalties are included to provide clear mechanisms for compliance, with the intent that penalties can also help fund enforcement.

## Infrastructure Capacity

**Concern:** Additional housing units may strain water, sewer, and roadway systems.

**Response:** All new units must connect to public utilities, and approvals may be conditioned on verified service capacity. The Village retains the ability to adjust standards or pacing if capacity limits are reached.

## Equity of Opportunity

**Concern:** Eligibility thresholds (e.g., minimum lot size for ADUs, ability to add apartments in CR/CG districts) may disproportionately benefit certain property owners.

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**Response:** Standards reflect a balance between feasibility and neighborhood impact. Adjustments can be considered in future phases to broaden eligibility while maintaining protections.

### **Economic Feasibility**

**Concern:** Restrictions on short-term or seasonal rentals may be viewed as reducing project viability.

**Response:** Streamlined approvals and design flexibility are intended to offset these limitations. The Village may also explore future incentives such as fee reductions or modest density bonuses.

### **Historic Context**

**Concern:** New housing types and additional building height may raise concerns regarding cumulative impacts on the Village's historic fabric.

**Response:** Height limits, massing controls, and design guidelines are intended to ensure new development complements the historic and architectural character of the Village. Additional density will be subject to careful review of streetscape impact, sightlines, and proportionality with surrounding structures.

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