

ATTACHMENT A
SCOPE OF WORK, AMENDMENT 1

BACKGROUND

The Town of Falmouth has requested assistance from the Cape Cod Commission to conduct a planning analysis in the general vicinity of the Davis Straits/Route 28 corridor between Scranton Avenue and Jones Road.

This section of Route 28 is unique because it retains both an area of residential scale buildings and also commercial plazas that have significant redevelopment potential. The area has experienced an increase in redevelopment interest in recent years and it is believed to be ripe for change. Currently, zoning regulations do not treat this area differently from other large commercial areas in Falmouth. The town would like to differentiate this segment of Route 28 from others in order to give it a unique identity and to improve community vitality and economic development outside of the downtown area.

The project builds off the work of the Spring Bars Road Assessment, a planning study conducted by the Commission in 2013 that addressed land use issues beyond the boundaries of that town-owned property. The Falmouth Planning Board and Board of Selectmen have chosen to pursue several of the recommendations from the Study Area Analysis portion of the Spring Bars Road Assessment (final report issued October 2013).

The scope of the work for this project includes two parts: a redevelopment plan for Davis Straits and Worcester Court between Scranton Avenue and Jones Road, including means to encourage mixed-use development; and plans for a Greenway Corridor linking Little Pond with the Teaticket Park. While the proposed project will contribute to the town's interest in expanding the cultural district eastward from Highfield Hall, this scope does not include that area.

Work Objective

The town has requested that the Commission provide technical assistance in two major areas:

1. Create a redevelopment plan for Davis Straits and Worcester Court, focusing on the stretch between Jones Road and Scranton Avenue; and
2. Develop plans for a Greenway Corridor linking Little Pond with the Teaticket Park.

TASKS

Task 1: Background research

- Review zoning and other regulations affecting the area; review prior Planning Board and planning department studies of the area; review recent development proposals in the study area.
- Conduct site visits to familiarize Commission staff with current conditions in the commercial zone and proposed greenway corridor.
- Hold visioning meeting with town staff, Board of Selectmen and Planning Board scheduled for Saturday March 12, 2016.
- Interview key stakeholders to gather information and ideas.

- Compile data and create maps highlighting key environmental, land use, and community features. Use information gathered during Spring Bars Road Assessment as a beginning point, recognizing it is the intent of the town to award a contract to develop an affordable housing project based on this Assessment.

DELIVERABLES

- Summary of background research and site conditions.
- Base maps for the study area (adapted from Spring Bars Road Assessment maps).
- Visioning meeting with town staff, Board of Selectmen and Planning Board.

Task 2: Redevelopment Plan for Davis Straits Corridor between Scranton Avenue and Jones Road

The Commission staff will conduct a planning analysis and develop recommendations to encourage economic vitality and a unique, pedestrian-friendly character in the study area, highlighting access to town-owned facilities which can act as a catalyst for redevelopment. Graphics, including a conceptual plan for the study area, will be developed to support and illustrate the analysis and recommendations.

The work will:

- Identify unique features of area and ways to differentiate character from surrounding areas.
- Develop a recommended land use plan for street fronting properties along Davis Straits/Route 28, acknowledging unique measures for small lots with individual properties, and for larger commercial plazas within the study area.
- Recommend implementation tools, including zoning changes and other efforts, to protect the unique characteristics of the area and to facilitate development and redevelopment consistent with town goals.

DELIVERABLES

- Map highlighting unique features in the study area.
- Illustrated land use/redevelopment plan for the study area.
- Discussion of possible implementation tools to support goals of land use/redevelopment plan.

Task 3 Transportation Plan Coordination

The Commission is aware that the town has hired McMahan Associates of Taunton to provide transportation planning services that include an assessment of the Davis Straits Corridor. The Commission has been provided with a copy of the scope of work and Draft Report for McMahan Associates and will coordinate its planning efforts with them accordingly.

Task 4: Environmental Analysis – Greenway Corridor

Commission staff will evaluate the environmental features and land use history and opportunities for establishing a greenway system that connects to the wetland area between Little Pond and Teaticket Park.

- a. *Evaluate land use history and current condition of properties; gauge flood risks for different types of uses in the area.*
- b. *Assess potential benefits of establishing a Greenway Corridor.*

Analyze and discuss potential benefits of a greenway corridor in this location, including benefits for natural resources, flood hazard mitigation, stormwater improvements, and recreational opportunities.

- c. *Recommended configuration and establishment.*

Develop conceptual level plans and strategies for creating a greenway, including identifying properties that may be available in the short term, identifying residential properties in flood zones and FEMA areas, and identifying potential marginal properties (including those ripe for redevelopment).

DELIVERABLES

- Analysis and recommendations.
- Illustrations of potential configurations of a greenway.

Task 5: Report Development and Meetings

During the course of the work, the Commission will:

- Coordinate/attend a Project Initiation meeting with town staff.
- Hold a visioning meeting with the Board of Selectmen and Planning Board and other appropriate town representatives.
- Interview key Stakeholders.
- Conduct a Workshop to present and gather feedback on initial recommendations to be incorporated into the draft report.
- Present the draft report to the Office of the Town Manager for distribution and comment.
- Prepare the final report, incorporating comments on the draft report, and present the final report to the Board of Selectmen and Planning Board.

DELIVERABLES

- Notes from Project Initiation meeting and Stakeholders meeting(s).
- Visioning meeting with Board of Selectmen, Planning Board and others.
- Workshop to discuss initial recommendations and gather feedback from Board of Selectmen, Planning Board and stakeholders.
- Draft Report.
- Final Report.

PROJECT REPORTING AND COORDINATION

Primary contacts will be Brian A. Currie, Town Planner and Heather McElroy, Project Manager, CCC. Throughout the term of the contract, the Cape Cod Commission will provide the Town Planner with monthly updates of the work completed under the scope of work via email or memorandum, which he may then distribute to others.

TOTAL NUMBER OF MEETINGS:

Meetings:

Project Initiation (staff only)	-- Winter 2016	One
Visioning Meeting with BOS/PB	-- Winter 2016	One
Stakeholder meeting	- Spring 2016	One or Two
Workshop with BOS/PB/Stakeholders	-- Summer 2016	One
Presentation of Recommendations	- September 2016	One
Delivery of Final Report	- Fall 2016	

SCHEDULE

January 2016 – October 2016