GROWTH MANAGEMENT DEPARTMENT

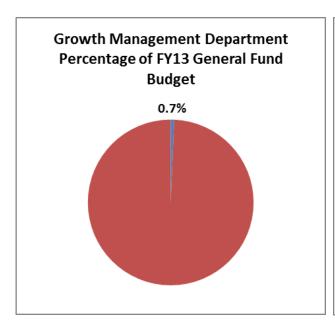
Mission: Preserve the character of Barnstable's seven villages and improve residents' quality of life by developing and implementing land use, community development, regulatory, traffic and property management strategies to support and promote sustainable economic development.

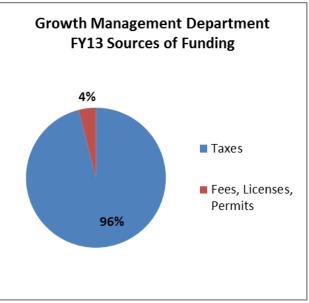


Growth Management Administration

Community Development
Comprehensive Planning
Economic Development
Property Management
Regulatory Review
Traffic & Parking Management

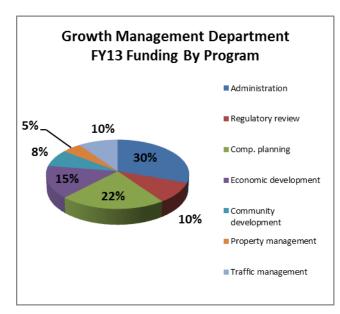
FY 2013 DEPARTMENT FINANCIAL DATA

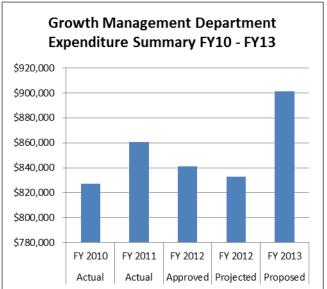




SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING RESOURCES

Expenditure Category	Actual FY 2010			Approved FY 2012		Projected FY 2012		roposed FY 2013	Change FY12 - 13		Percent Change
Personnel	\$ 769,298	\$	772,637	\$	741,147	\$	733,830	\$ 801,737	\$	60,590	8.18%
Operating Expenses	57,866		88,211		99,700		99,000	99,700		-	0.00%
Capital Outlay	-		-		-		-	-		-	0.00%
Total Expenditures	\$ 827,164	\$	860,848	\$	840,847	\$	832,830	\$ 901,437	\$	60,590	7.21%
Full-time Equivalent Employees	13.15		12.35		11.50			12.00		0.50]
Sources of Funds											
Taxes	\$ 808,209	\$	830,826	\$	767,847	\$	797,705	\$ 865,437	\$	97,590	12.71%
Fees, Licenses, Permits	18,955		30,002		73,000		35,125	36,000		(37,000)	-50.68%
Interest and Other	-		20		-		-	-		-	0.00%
Total Sources	\$ 827,164	\$	860,848	\$	840,847	\$	832,830	\$ 901,437	\$	60,590	7.21%





Administration, which includes all department expenses, is the largest budget area for this operation at 30% of the budget. Comprehensive planning is the next largest program area at 21%. Total expenditures have increased from \$827,164 in FY10 to \$901,437 in FY13 or 9% over this four year period.

SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR DEPARTMENT

The proposed FY13 budget for the Growth Management Department is \$901,437. This is an increase of \$60,590 over the FY 12 approved budget. The growth in personnel costs includes an increase of 0.50 full-time equivalents as a position that was formerly funded through the State's Adams Grant Program is being added to this budget in order to continue the Town's investment in its downtown Arts Programs. There are no changes to the department's operating expenses. Tax support will increase \$97,590 in FY13 in order to fund this department's operations.

FY 2013 DEPARTMENT GOALS

The goals for both Short and Long Term support the following Town Council Strategic Plan Goals: Finance, Public Health and Safety, Infrastructure, Economic Development, Housing, Regulatory Access, and Accountability, Environment and Natural Resources, Quality of Life, and Communications.

Short Term

- 1. Economic development strategies Complete fundraising for and conduct analysis of Barnstable's economic sectors. Complete and submit the State Cultural District Designation application. Complete Downtown Plan and implement next steps for Downtown Hyannis Revitalization.
- Continue Sewer Connection Program using CDBG funds to assist eligible households with sewer connection fees.
- 3. Begin study of the four retail centers in the Regional Commercial Center to determine best practice for supporting these key revenue generating properties; begin implementation of best practice strategies.

Long Term

- Continue to promote sustainable development in Downtown Hyannis Growth Incentive Zone, Regional Commercial Center and Village Centers, in coordination with the Comprehensive Plan and Village Plans, to provide new employment opportunities, to retain existing jobs and businesses and provide new revenue.
- 2. Implement strategies to support diverse housing types to better address local need. Research funding opportunities, including Gateway Cities, to assist with development.

- 3. Provide professional expertise and technical assistance across Growth Management disciplines to assist the public, town staff, boards, committees, commissions and applicants, and facilitate Comprehensive Plan and Village Plan implementation.
- 4. Continue communication and collaboration with Town departments, businesses, organizations, state and county agencies to ensure best possible outcomes for project implementation.

DESCRIPTION OF SERVICE PRIORITY PACKAGES

1. Arts & Culture Coordinator Part Time Position Salary

\$35,000 Requested \$35,000 Recommended

Change funding for this position from part time grant funded to part time general funded. This Economic Development position provides programming and management of properties at 46 and 50 Pearl Street, the Guyer Barn, the Artist Shanty Program and the Aselton Park Summer Performance Series; secures grant funds; conducts an extensive marketing program both independently and cooperatively that brings Downtown Hyannis to the attention of a broad range of residents and visitors.

PROGRAMS/FUNCTIONS

ADMINISTRATION FUNCTION

Function Description. The Administrative function supports Growth Management Staff (GMD), Boards, Commissions, and other Town entities as needed. Activities include payroll, billing, grant administration, CPA fund administrative assistance, personnel functions and assistance with property management. GMD administrative staff provides direct support to Barnstable Economic Development Commission, Housing Committee, and the Hyannis Main Street Historic District Commission.

SUMMARY OF FUNCTION EXPENDITURES AND FUNDING SOURCES ADMINISTRATION

FY_	Actual FY 2011		Approved FY 2012			rojected FY 2012		roposed FY 2013	Change FY12 - 13	Percent Change	
\$	-	\$	145,060	\$	163,400	\$	163,330	\$	174,138	\$10,738	6.57%
	-		33,716		99,700		99,000		99,700	-	0.00%
	-		-		-		-		-	-	0.00%
\$	-	\$	178,776	\$	263,100	\$	262,330	\$	273,838	\$10,738	4.08%
	0.00)	2.50		2.50				2.50	0.00	
\$	-	\$	178,756	\$	263,100	\$	262,330	\$	273,838	\$10,738	4.08%
	-		20		-		-		-	-	0.00%
\$	-	\$	178,776	\$	263,100	\$	262,330	\$	273,838	\$10,738	4.08%
	\$	\$ -	\$ - \$ - - \$ - \$	\$ - \$ 145,060 - 33,716 \$ - \$ 178,776 0.00 2.50 \$ - \$ 178,756 - 20	\$ - \$ 145,060 \$ - 33,716 \$	\$ - \$ 145,060 \$ 163,400 - 33,716 99,700 \$ - \$ 178,776 \$ 263,100	\$ - \$ 145,060 \$ 163,400 \$ - 33,716 99,700 \$ 178,776 \$ 263,100 \$ \$ \$ \$ - \$ 178,756 \$ 263,100 \$ \$ - \$ 20 \$ \$ 20 - \$ \$	\$ - \$ 145,060 \$ 163,400 \$ 163,330 - 33,716 99,700 99,000 	\$ - \$ 145,060 \$ 163,400 \$ 163,330 \$ - 33,716 99,700 99,000	\$ - \$ 145,060 \$ 163,400 \$ 163,330 \$ 174,138 - 33,716 99,700 99,000 99,700 	\$ - \$ 145,060 \$ 163,400 \$ 163,330 \$ 174,138 \$ 10,738

COMMUNITY DEVELOPMENT FUNCTION

Function Description. Community Development Function's mission is to strengthen and renew neighborhoods in Barnstable and enhance and enrich the quality of life for the Town's residents through housing and community development planning, funding and implementation.

<u>Community Development Block Grant Program</u>: (CDBG) is directed by the Five Year Consolidated Plan and the Annual Action Plans. CDBG grant funds from the U.S. Department of Housing and Urban Development are allocated to activities that assist the Town's low and moderate income residents. During FY 2011, the Town provided CDBG funding for the rehabilitation of affordable housing units through the Accessory Affordable Apartment Program; acquisition of affordable units for rent and homeownership through

the BHA Buydown Program; ADA/Handicap Access and other improvements to public facilities; and increased job opportunities through the Micro-Enterprise Loan Program, Lyndon Greenhouse and public service activities.

<u>Community Housing</u>: The Community Housing component of the Community Development program implements the housing plan, monitors the Town's affordable housing stock for compliance with permits and deed restrictions relative to affordability, works with the Department of Housing and Community Development to update the Subsidized Housing Inventory, provides some assistance to the ZBA and Planning Board with affordable housing project review, works with the Community Preservation Committee on affordable housing projects and provides support to the Housing Committee.

Accessory Affordable Apartment Program: The Accessory Affordable Apartment Program creates affordable housing while meeting the needs of the Town of Barnstable and its residents through the adaptive reuse of existing housing stock. The Accessory Affordable Apartment Program allows residential property improvements which also increase our affordable housing stock and also provides the resident property owners with rental income.

SUMMARY OF FUNCTION EXPENDITURES FUNDING SOURCES COMMUNITY DEVELOPMENT

Expenditure Category	Actual TY 2010	Actual FY 2011	pproved FY 2012		Projected FY 2012	Proposed FY 2013		hange 112 - 13	Percent Change
Personnel	\$ 62,877	\$ 113,565	\$ 68,248	\$	68,000	\$ 72,086	\$	3,838	5.62%
Operating Expenses	-	-	-		-	-		-	0.00%
Capital Outlay	-	-	-		-	-		-	0.00%
Total Expenditures	\$ 62,877	\$ 113,565	\$ 68,248	\$	68,000	\$ 72,086	\$	3,838	5.62%
Full-time Equivalent Employees	1.00	1.00	1.00]		1.00		0.00]
Sources of Funds									
Taxes	\$ 62,877	\$ 113,565	\$ 68,248	\$	68,000	\$ 72,086	\$	3,838	5.62%
Taxoo	62,877	113,565	 68,248	-	68,000	 72,086	_	3,838	5.62%

COMPREHENSIVE PLANNING FUNCTION

Function Description. Comprehensive Planning analyzes and plans for the Town's long-term needs as they relate to economic development, preservation and enhancement of natural and historic resources and provision of adequate public facilities and infrastructure. Recommendations are developed and implementation organized for Town strategies, plans and legislation to promote sustainable development. Comprehensive planning advice, research results and a broad range of information is shared with Town Council, the Town Manager, regulatory boards and town agencies and committees and the Cape Cod Commission. The Town's long-term planning efforts include strategically planned land use, infrastructure, transportation, capital improvement and environmental, economic development and downtown revitalization.

SUMMARY OF FUNCTION EXPENDITURES AND FUNDING RESOURCES COMPREHENSIVE PLANNING

Expenditure Category	Actual FY 2010		Actual FY 2011		Approved FY 2012		Projected FY 2012		roposed FY 2013	Change FY12 - 13	Percent Change
Personnel	\$ 153,514	\$	89,642	\$	116,594	\$	114,000	\$	88,137	\$ (28,457)	-24.41%
Operating Expenses	32,113		46,086		-		-		-	-	0.00%
Capital Outlay	-		-		-		-		-	-	0.00%
Total Expenditures	\$ 185,627	\$	135,728	\$	116,594	\$	114,000	\$	88,137	\$ (28,457)	-24.41%
Full-time Equivalent Employees	2.50		2.00		1.50]			1.00	-0.50]
Sources of Funds											
Taxes	\$ 185,627	\$	135,728	\$	116,594	\$	114,000	\$	88,137	\$ (28,457)	-24.41%
Tartoo			135,728		116,594		114,000		88,137	\$ (28,457)	-24.41%

ECONOMIC DEVELOPMENT FUNCTION

Function Description. The Economic Development program provides professional staff support to implement the Town's economic development plan. Specific activities include promoting Hyannis' revitalization, collaborating with the Hyannis Area and Cape Cod Chambers of Commerce and the Downtown Hyannis Business Improvement District; and conducting planning and study initiatives for the Route 132 Regional Commercial area corridor, Hyannis Harbor and Route 28 corridor.

Business Outreach: This year GMD continued the business outreach program. The Director and GMD's Economic Development staff have visited dozens of businesses to date. With the addition of the Economic Development Specialist last year, this important component of our Local Economic Development program is now well supported. Through this program, we learn about the Barnstable business climate and share the Town's goals and planning initiatives. Most importantly, we engage in open and honest discussion about how Barnstable fares at being "Open for Business". We are pleased to report that the results are quite positive. This cornerstone communication strategy remains a top priority for this program.

Economic Development staff has developed an implementation strategy, based on business outreach, peer review and consultations with field professionals. This strategy focuses designated growth areas with active support for village centers.

Arts and Culture: The Arts and Culture Coordinator administers the Harbor Your Arts (HyA) program, a key component of the Downtown Hyannis revitalization initiative. The Arts & Culture Coordinator fundraises for and implements the HyA marketing plan; coordinates and facilitates all arts and culture activities within the Town, including the Artist Shanties at Bismore Park, the performing arts program at Aselton Park and the year-round Pearl Street arts district initiatives. The Harbor Your Arts program has stimulated collateral development on Pearl Street and attracts and retains Main Street and Downtown Hyannis visitors.

SUMMARY OF FUNCTION EXPENDITURES AND FUNDING RESOURCES ECONOMIC DEVELOPMENT

Expenditure Category	Actual Y 2010	Actual FY 2011	4	Approved FY 2012	Projected FY 2012	Proposed FY 2013	Change FY12 - 13		Percent Change
Personnel	\$ 30,155	\$ 26,296	\$	98,165	\$ 98,000	\$ 137,498	\$	39,333	40.07%
Operating Expenses	4,201	8,032		-	-	-		-	0.00%
Capital Outlay	-	-		-	-	-		-	0.00%
Total Expenditures	\$ 34,356	\$ 34,328	\$	98,165	\$ 98,000	\$ 137,498	\$	39,333	40.07%
Full-time Equivalent Employees	0.65	1.65		1.65		2.15		0.50	
Sources of Funds									
Taxes	\$ 19,021	\$ 10,146	\$	72,165	\$ 71,000	\$ 111,498	\$	39,333	54.50%
Fees, Licenses, Permits	15,335	24,182		26,000	27,000	26,000		-	0.00%
Total Sources	\$ 34,356	\$ 34,328	\$	98,165	\$ 98,000	\$ 137,498	\$	39,333	40.07%

PROPERTY MANAGEMENT FUNCTION

Function Description. The Property Management Coordinator inventories, evaluates and manages recent Town property acquisitions, Land Bank and CPA properties, oversees special projects, assists in the development and redevelopment of Town properties and the ways to water program. Each year, the Coordinator secures the services of and supervises an Americorps Cape Cod member; and provides assistance to town staff, boards and officials through research and analysis of property and programs. The Property Management Coordinator also provides support, technical assistance and project coordination for the Community Preservation Committee.

SUMMARY OF FUNCTION EXPENDITURES AND FUNDING RESOURCES PROPERTY MANAGEMENT

Actual FY 2010			Actual FY 2011		Approved FY 2012		rojected FY 2012		roposed FY 2013	Change FY12 - 13	
\$	46,516	\$	48,709	\$	49,847	\$	49,500	\$	42,443	\$ (7,404)	-14.85%
	3,488		-		-		-		-	-	0.00%
	-		-		-		-		-	-	0.00%
\$	50,004	\$	48,709	\$	49,847	\$	49,500	\$	42,443	\$ (7,404)	-14.85%
	1.00		0.85		0.85				0.85	0.00	
\$	50,004	\$	48,709	\$	49,847	\$	49,500	\$	42,443	\$ (7,404)	-14.85%
	-		-		-		-		-	-	0.00%
\$	50,004	\$	48,709	\$	49,847	\$	49,500	\$	42,443	\$ (7,404)	-14.85%
•	\$	\$ 46,516 3,488 - \$ 50,004 \$ 50,004	\$ 46,516 \$ 3,488 - \$ 50,004 \$ \$ 50,004 \$ -	\$ 46,516 \$ 48,709 3,488 \$ 50,004 \$ 48,709 1.00 0.85 \$ 50,004 \$ 48,709	\$ 46,516 \$ 48,709 \$ 3,488	\$ 46,516 \$ 48,709 \$ 49,847 3,488	\$ 46,516 \$ 48,709 \$ 49,847 \$ 3,488	\$ 46,516 \$ 48,709 \$ 49,847 \$ 49,500 3,488	\$ 46,516 \$ 48,709 \$ 49,847 \$ 49,500 \$ 3,488	\$ 46,516 \$ 48,709 \$ 49,847 \$ 49,500 \$ 42,443 3,488	\$ 46,516 \$ 48,709 \$ 49,847 \$ 49,500 \$ 42,443 \$ (7,404) 3,488

REGULATORY REVIEW FUNCTION

Function Description. Regulatory Review provides assistance to town residents, Town Boards, Commissions, Committees and Departments and assists in implementation of the town's land use ordinances. The Regulatory Review program provides staff support, technical assistance and administrative services to the Planning Board, Zoning Board of Appeals, Old King's Highway Historic District Committee, Barnstable Historical Commission and Hyannis Main Street Waterfront Historic District Commission and Appeals Committee and provides general advice and assistance on day-to-day zoning, planning and historic issues.

SUMMARY OF FUNCTION EXPENDITURES AND FUNDING RESOURCES REGULATORY REVIEW

Expenditure Category	Actual FY 2010			Approved FY 2012		Projected FY 2012			roposed FY 2013	Change FY12 - 13		Percent Change
Personnel	\$ 393,351	\$	264,328	\$	160,226	\$	157,000	\$	198,910	\$	38,684	24.14%
Operating Expenses	16,599		377		-		-		-		-	0.00%
Capital Outlay	-		-		-		-		-		-	0.00%
Total Expenditures	\$ 409,950	\$	264,705	\$	160,226	\$	157,000	\$	198,910	\$	38,684	24.14%
Full-time Equivalent Employees	7.00		3.35		3.00]			3.50		0.50]
Sources of Funds												
Taxes	\$ 406,330	\$	258,885	\$	113,226	\$	148,875	\$	188,910	\$	75,684	66.84%
Fees, Licenses, Permits	3,620		5,820		47,000		8,125		10,000	((37,000)	-78.72%
	 409,950	Φ.	264,705	4	160,226	¢	157,000	¢	198,910	-	38,684	24.14%

TRAFFIC AND PARKING MANAGEMENT FUNCTION

Function Description. The Traffic and Parking Senior Engineer provides review and analysis of roadway improvement plans to ensure efficient traffic flow, analyzes parking needs, recommends strategies to address parking issues, and works closely with the Cape Cod Regional Transportation Authority. The Engineer provides extensive subdivision review assistance, storm water and parking management analysis for the Planning Board, Zoning Board of Appeals and Site Plan Review in both pre-development and post permit phases. The Engineer also assists other GMD programs with site design, traffic management, storm water assessment and parking advice. This position implements the Downtown Hyannis Lighting Strategy and provides technical support to the Regulatory Services parking program.

SUMMARY OF FUNCTION EXPENDITURES AND FUNDING RESOURCES TRAFFIC AND PARKING MANAGEMENT

Expenditure Category		Actual FY 2010			Approved FY 2012		Projected FY 2012		Proposed FY 2013		Change FY12 - 13		Percent Change
Personnel	\$	82,885	\$	85,037	\$	84,667	\$	84,000	\$	88,525	\$	3,858	4.56%
Operating Expenses		1,465		-		-		-		-		-	0.00%
Capital Outlay		-		-		-		-		-		-	0.00%
Total Expenditures	\$	84,350	\$	85,037	\$	84,667	\$	84,000	\$	88,525	\$	3,858	4.56%
Full-time Equivalent Employees		1.00		1.00		1.00]			1.00		0.00]
Sources of Funds													
Taxes	\$	84,350	\$	85,037	\$	84,667	\$	84,000	\$	88,525	\$	3,858	4.56%
Total Sources	¢	84,350	¢	85,037	¢	84,667	¢	84,000	¢	88,525	\$	3,858	4.56%

FY 2011/2012 MAJOR ACCOMPLISHMENTS:

1. Secured Grant Funding:

The Department continues to aggressively pursue grant funding with awards as follows:

- \$318,609 Community Development Block Grant (CDBG) Housing, business assistance, accessibility improvements.
- \$36,000 Massachusetts Cultural Council John & Abigail Adams Grant Funds are used for marketing and activities for the Harbor Your Arts program.
- \$18,000 Massachusetts Cultural Council Facilities Fund feasibility study for Hyannis Armory building.
- \$2,000 Barnstable County Land Management Grant Funds will be used for the purchase of native plant materials for the Coastal Mitigation Nursery, 946 Craigville Beach Road, Centerville.
- \$1,500 Cape Cod Chamber Mini Grant Funds are used for marketing of the Harbor Your Arts program.

\$375,569 = TOTAL FY 2012 GRANTS AWARDED

Grants Pending

\$ 204,000 PARC Grant Ridgewood Park.

\$ 233,795 PARC Grant Pleasant Street Pier Park.

2. Program Implementation Highlights

Administration

- Conducted meetings of board and committee chairs.
- Provided administrative and professional support to the Economic Development Commission and the Housing Committee

Comprehensive Planning

- Visioning, outreach and village plan implementation in Barnstable, Centerville, West Barnstable and Marstons Mills.
- The Director worked with Cotuit to ensure coastal access parking lot development met with the residents' vision, and with Osterville as the businesses determined their needs for sign ordinance amendments.
- The Director worked closely with the West Barnstable Civic Association to adopt revised zoning for the village business district to promote business development compatible with the area.
- Began conversations with the Centerville Business Association and Civic Association to prepare
 a revision to commercial zoning districts along Falmouth Road to streamline regulatory approvals
 and encourage coordinated development patterns.
- Supported efforts by the Hyannis Main Street Waterfront Historic District Commission to revise and update District design guidelines to promote a predictable and streamlined review process.

- Coordinated MEMA and FEMA approval of the Barnstable Multi-Hazard Mitigation Plan, establishing the Town as eligible for FEMA Hazard Mitigation Grant funding.
- Initiated the development of a specific area plan for downtown Hyannis by analyzing development, infrastructure, and regulatory frameworks, along with potential federal, state, and private investment sources.
- Initiated Cultural District application to Massachusetts Cultural Council for Hyannis and Hyannis Harbor.
- Collaborated with organizations and local historians in Hyannis to develop linear parks to showcase and promote historic and maritime character of the area.
- Developed additional concepts for an extension to the Walkway to the Sea, including the "Nautical Mile", connecting public spaces and attractions around Hyannis Harbor.

Community Development

- CDBG funds assisted in the creation of affordable rentals and home ownership units; improved handicapped access to public facilities; increased job opportunities for small businesses and persons with disabilities; and created a suitable living environment and jobs for at risk populations.
- Reviewed 3 comprehensive permit modification requests and one new affordable housing development proposal. Provided support to Housing Committee who met monthly. Completed neighborhood stabilization program grant. Implemented the regional ready renters list program. Provided buydown funding and monitored re-sale of 3 affordable home ownership units. Reviewed one subordination request. Secured funding and began work to determine building capacity of 5 municipal lots. Prepared RFP for developer for artist live work housing. Updated and received approval of the Community Housing section of the Local Comprehensive Plan. Monitored affordability compliance of existing homeownership and rental units. Hosted regional affordable housing visioning meeting.
- Funded by CDBG, staff continued to support and implement the Accessory Affordable Housing Program leading to the permitting of 9 new units.

Economic Development

- The Director and the Economic Development staff conducted a vigorous and broad ranging business outreach program including local business owners, state and regional agencies, lenders, realtors and business organizations. Staff links businesses to community based lending sources and business development services and provides technical assistance for land use and other permitting on an as needed basis.
- The Director and the Economic Development Coordinator developed an Economic Development Strategy for implementation; secured grant funding for Downtown Hyannis Economic Development Initiatives; and engaged in business recruitment activities.
- Expanded the Harbor Your Arts to a year round program through the Pearl Street Arts District project.

Property Management

 Staff provided support to the Community Preservation Committee. For FY12 the CPC recommended the acquisition of 1.17 acres of open space and the preservation of one historic resource. The CPC met 12 times.

Traffic and Parking

- Managed design and installation of new lighting, in accordance with the town's lighting plan, on Bearse's Way and on the Walkway to the Sea Village Green. Managed the design of new lighting on High School Road Extension, Stevens Street, and of an expanded lighting program at Aselton Park.
- Developed concepts for traffic improvements for cars, pedestrians and bicyclists on High School Road Extension and Stevens Street that are being incorporated in the reconstruction of these streets.

Regulatory Review

- Support for Planning Board includes Subdivision applications; which included 5 Approval Not Required (ANR) Plans, 1 Preliminary Subdivision Plan, 1 subdivision modification and 1 Rescission of a Subdivision. Action was taken in 4 cases involving security actions and covenant modifications for subdivisions were processed, reviewed and decisions rendered. Applications for 4 Regulatory Agreements were received and acted upon, and 2 modifications of existing agreements were processed. The Board acted upon 4 Special Permits for the Downtown Hyannis Zoning Districts, and 3 other permits that included 1 for a Senior Continuing Care Retirement Community, 1 for a Multi-family Affordable Housing development and 1 modification of an existing Private Initiated Affordable Housing Development. All these matters received staff reports and information supplements. The Planning Board held 4 public hearings on proposed zoning amendments and 1 Joint Hearing with the Tree Warden. The Board held a total of 21 meetings during the year.
- Provided assistance to the Zoning Board of Appeals in the review of 37 cases. Applications for Variances totaled 20. Petitions for special permits totaled 15. There were two appeals of administrative officials. 3 Comprehensive Permits, permit modifications and extensions were reviewed and issued. Staff facilitated 22 Board meetings and drafted decisions for all Board actions.
- Provided support to the Hyannis Main Street Waterfront Historic District Commission. HMSWHDC processed 56 requests for Certificates of Appropriateness, 1 request for Certificates of Demolition and 8 Minor Modifications to Previously Approved Plans. The Commission met 23 times. The Old King's Highway Historic District Committee received 144 submittals, 117 Certificates of Appropriateness; 4 certificates of demolition and 23 Minor Modifications were approved. The Barnstable Historical Commission held 15 public meetings and acted on 16 demolitions; 15 were approved and one application for substantial alterations was referred to the Cape Cod Commission.

PERFORMANCE INDICATOR RESULTS FY 2012

1. Increase by 2 % the gross square footage in the Downtown Hyannis Growth Incentive Zone and Regional Commercial Center used for commercial and industrial enterprises over current use level.

A total of 164,467 SF of new construction or an additional 3% SF of commercial SF added to these areas. We believe this is due to the Town's permit streamlining and attraction as the Regional Commercial Center.

2. Provide three (3) business enterprises with direct financial assistance through the Micro-Enterprise Loan Program.

Four businesses have been assisted to date.

3. Provide eight (8) eligible households with direct financial assistance through the Sewer Connection Program.

While the Sewer Connection Program is available to any property connecting to Town sewer the program will kick off with orders to connect for the newly sewered Stewart's Creek Area. As of this writing, program announcements and connection orders are scheduled to issue in January 2012. We anticipate that this goal will be met or exceeded.