**MEMORANDUM**

 TO: Michael McGovern, Town Manager

 FROM: Maureen O'Meara, Town Planner

 DATE: November 3, 2016

 SUBJECT: Accessory Structures Amendments

At the October 5, 2016 meeting, the Town Council referred to the Planning Board additional review of overnight accommodations in accessory structures. The Planning Board had a discussion at the November 1st workshop. The Planning Board made the following request to Penny Jordan, President of the Cape Farm Alliance:

The Planning Board will next discuss this at the **December 6th workshop**and are asking you, as representatives of the Cape Farm Alliance, to attend.

With every ordinance amendment they review, the Planning Board gathers factual information as part of the process. The Planning Board would like your assistance by providing information on the amount of seasonal farm worker housing existing in Cape, the location of seasonal farm worker housing, the estimated number of farm workers to be accommodated, the number of weeks needed, the number of children that accompany seasonal farm workers and any complaints regarding farm worker housing or the lack of farm worker housing. The Planning Board would also like more information regarding the "innovation" type activities you anticipate.

Planning Board members repeatedly stated their support for farming and activities supportive of farming, and also noted how these amendments overlap other work they have previously completed, so coordination is important.

Ms. Jordan responded that:

Cape Farm Alliance members will send along responses to the questions. We meet on November 16th and will address the questions at that time …