



## GLOSSARY

### SECTION 1: COMMUNITY LAND USE PLANNING

TERM	DEFINITION
<b>Agricultural District</b> <b>Agricultural District Program</b> <b>Agricultural Protection Zoning (APZ)</b>	<p>Agricultural districts are a voluntary method used to encourage agricultural landowners to maintain land in agricultural production. Typically, rural landowners must contract with a unit of local government for inclusion in an agricultural district. Once inclusion in a district is established the local government often provides both tax and non-tax benefits to the agricultural landowner and also abstains from actions that could encourage nonagricultural development. The agricultural districts created form a specialized area where bona fide agriculture production is encouraged. Districts may require minimum acreages and enrollment periods for inclusion as a district. In general, districts are established to reduce conflicts between rural and urban landowners. However, agricultural district programs also discourage investments in infrastructures that often encourage non-agricultural development (e.g., roads, water and sewage lines) by units of local government and may discourage local governments from passing restrictive ordinances regarding farm production practices</p>
<b>Buffer (Zoning),</b> <b>Ecological Buffer</b>	<p>In zoning terms, a buffer is a strip of land that physically separates two or more different land uses or lots by providing space between the two uses or lots. It may be vegetated and/or a built physical barrier may be present. A buffer in this context functions to screen unpleasant views, mitigate the flow of stormwater or simply separate incompatible land uses.</p> <p>In ecological terms, a buffer is a piece of land that adjoins and may surround a habitat area, stream, wetland or other undeveloped or conserved natural area. It functions to reduce the impact of nearby land uses and provide connections between habitat areas.</p>
<b>Cluster Development</b> <b>Cluster zoning</b>	<p>Cluster development is the grouping of a particular development's residential structures at higher density on a portion of the available land while meeting the overall density requirement, reserving a significant amount of the site as protected open space with the goal of creating recreational opportunities, preserving aesthetic benefits, protecting critical ecological habitat and preserving agricultural land.</p> <p>Cluster zoning specifies the regulations governing locations and</p>

	design parameters for cluster development.
<b>Community Planning</b>	<p>Community planning is the process by which local government agencies, community members and stakeholders collaborate to determine how decisions are to be made in order to ensure the future availability and development of adequate resources, facilities, and services required to support human activities. Community planning considers the physical, climatic, economic, political, and social elements in communities, projecting the influence of these elements on a variety of public and private decisions that will affect the future of an urban neighborhood, a rural community, an Indian reservation, a city, or the orderly growth of a broad urban region.</p> <p>The planning process generally includes:</p> <ul style="list-style-type: none"> <li>• The analysis of problems;</li> <li>• The identification of goals, objectives, and resources;</li> <li>• The formulation of alternative plans to reach the goals and objectives;</li> <li>• The selection of a comprehensive community plan by the responsible decision maker;</li> <li>• The establishment of programs to implement the plan; and</li> <li>• The evaluation of programs and the measures used to implement them.</li> </ul>
<b>Comprehensive Plan</b>	<p>The Comprehensive Plan is a detailed statement by the local government planning agency which details the goals, objectives, policies and programs for the near and long-range future of a community. The plan is a result of the collaborative community planning effort by community members. The Plan is a framework that expresses the policies and programs that will guide decisions related to land use, housing, community facilities, and levels of service to be provided, transportation services required by people and goods, environmental quality control, energy, economic development, social development, and cultural opportunities. Additionally, the Plan contains guidelines and ordinances for the implementation of the community's stated goals and objectives. The plan describes and contains drawings and maps showing the location of existing and proposed physical facilities of the community based on the present and foreseeable social and economic needs of people. Comprehensive plans are reappraised and revised every few years to reflect changing needs and goals of the community.</p>
<b>Equine Overlay District</b>	<p>An overlay zone that is a mechanism for permitting equine land use where it is currently not permitted. It includes regulations for the type and extent of equine use, criteria for establishment of an equine use area or facility, standards and requirements for facilities design, etc.</p>

<b>Greenspace</b>	An area of land, body of water or waterway that is open and maintained in a natural, undisturbed, or re-vegetated condition for recreational, aesthetic and/or stormwater management purposes.
<b>Greenway</b>	A corridor of open space, varying in scale, from narrow ribbons of green that run through urban, suburban, and rural areas to wider corridors that incorporate diverse natural, cultural and scenic features. They can incorporate both public and private property, and can be land or water-based. They may follow old railways, canals, ridge tops, stream corridors, shorelines, or wetlands. Some greenways are recreational corridors or scenic byways that may accommodate motorized and non-motorized vehicles. Others function almost exclusively for environmental protection and are not designed for human passage. Overall, greenways protect natural, cultural and scenic resources, provide recreational benefits, and enhance the natural beauty and quality of life in neighborhoods and communities.
<b>Greenway &amp; Trail Master Plan</b>	A master plan that addresses the inclusion of open space, natural areas, waterway and stormwater drainage corridors, outdoor recreational areas such as parks, vegetation, alternative transportation, and trail systems in urban and suburban areas. The Greenway & Trail Master Plan places special emphasis connections between community points such as schools, residential, parks, shopping and workplaces, as well as habitat connections. Maps and drawings, project implementation plans and narrative are included.
<b>Growth Management Laws</b>	Laws enacted, usually at the state level, to control the direction of urban and suburban expansion. They function to direct municipalities to identify land with high natural resource, economic and environmental value and steer development away from these areas. These laws may be beneficial to agricultural and horse land protection and conservation.
<b>Historic Designation</b>	Designation of historic areas or structures that is accomplished at the federal, state or local level. Farms, ranchland and other equine facilities may be designated as historic areas if they meet the criteria set by the designated authority.
<b>Historic District, Historic Overlay Zone</b>	An Historic Overlay Zone that is a mechanism for protecting any historic area, landmark, building, structure or land area, along with any adjoining land deemed necessary to maintain the historic context of the resource, from encroachment, destruction or significant alteration not within keeping of the historic context, and that are of public and/or cultural value. The historic overlay zoning contains regulations and guidelines for use, maintenance and improvement of these properties.

<p><b>Infill Development</b></p>	<p>The process of building and developing in vacant, unused and underutilized lands within existing urban areas, including city centers, urban settings, and suburban areas adjoining urban centers. Infill development keeps resources where people already live and work, accommodating growth and redesigning urban areas to be environmentally and socially sustainable. Cities are improved and rural areas and open spaces can remain undeveloped. Advocates state that infill development can reduce traffic congestion, save open space, and create more livable communities.</p> <ul style="list-style-type: none"> <li>• As a strategy for managing growth, infill offers an alternative to the continued horizontal expansion of metropolitan areas that often results in sprawl.</li> <li>• As a strategy for environmental conservation, infill provides opportunities for growth without consuming additional agricultural or environmentally sensitive land areas; and compact development contributes to non-renewable energy savings.</li> <li>• As a strategy for redevelopment, infill enhances the vitality, diversity and economic health of cities, and offers opportunities for incorporation of green space, alternative transportation, recreational facilities and other community amenities that improve the health and wellbeing of the environmental and human community.</li> </ul>
<p><b>Master Plan</b></p>	<p>The master plan is a document that acts as a framework for implementation of the short and long term goals of the stakeholders (people who have an interest in the use of a land area). Through a process of strategic planning, goals are identified, as well as the objectives for achieving those goals, prioritization of the objectives, identification of projects and implementation of those projects over time. The master plan document usually takes the form of a narrative with accompanying illustrative maps, photos and drawings, as well as phased organization of projects and their potential costs.</p>
<p><b>Model Document</b></p>	<p>The master plan is a document that acts as a framework for implementation of the short and long term goals of the stakeholders (people who have an interest in the use of a land area). Through a process of strategic planning, goals are identified, as well as the objectives for achieving those goals; prioritization of the objectives; identification of projects; and implementation of those projects over time. The master plan document usually takes the form of a narrative with accompanying illustrative maps, photos and drawings, as well as phased organization of projects and their potential costs.</p>
<p><b>Open Space</b></p>	<p>An area of land or water that either remains in its natural state or is used for agriculture, free from intensive development for residential, commercial, industrial or institutional use. Open space can be publicly or privately owned. It includes agricultural and forest land, undeveloped coastal and estuarine lands, undeveloped</p>

	<p>scenic lands, public parks and preserves. It also includes water bodies such as streams, rivers, lakes and bays. The definition of open space depends on the context. In a big city, a vacant lot or a small marsh can be open space. A small park or a narrow corridor for walking or bicycling is open space, though it may be surrounded by developed areas. Cultural and historic resources that are part of the open space context are often protected along with open space.</p>
<b>Ordinance</b>	<p>An ordinance is a law passed by a municipal government. A municipality, such as a city, town, village, or borough, is a political subdivision of a state within which a municipal corporation has been established to provide local government to a population in a defined area.</p> <p>Ordinances constitute the subject matter of municipal law. The power of municipal governments to enact ordinances is derived from the state constitution or statutes or through the legislative grant of a municipal charter. The charter in large part dictates how much power elected officials have to regulate actions within the municipality. Municipalities that have been granted "home rule" charters by the legislature have the most authority to act. If, however, a municipality enacts an ordinance that exceeds its charter or is in conflict with state or federal law, the ordinance can be challenged in court and ruled void.</p>
<b>Overlay Zoning, Overlay District</b>	<p>Overlay Zoning is a zoning tool that creates a special zoning district, placed over existing base zones, with special provisions in addition to those in the underlying zone. Regulations or incentives are attached to the overlay district to protect a specific resource or guide development within that area. Overlay zones may protect natural resource areas, preserve historic or other culturally important areas, preserve rural character, protect surface water quality, preserve forest integrity, protect wildlife habitat, preserve or enhance aesthetics of the natural environment, and preserve farmlands.</p>
<b>Park and Open Space Plan</b>	<p>A master plan that addresses the protection and preservation of open space, historic structures and landscapes, important natural areas and outdoor recreational areas and parks within a community. This plan may also include farm and ranch land preservation as these lands contribute to the goal of maintaining open space.</p>
<b>Recreation Plan</b>	<p>A master plan that addresses the protection and preservation of open spaces within a community for purposes of active and passive recreation.</p>
<b>Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users SAFETEA-LU</b>	<p>Federal law defining transportation planning requirements enacted in 2005, which authorized the provision of guaranteed funding for federal surface transportation programs over six years. Projects are funded based on needs assessment, estimated cost, projected</p>

timeframe, availability of a lead agency to implement the plan, and availability of matching funding.

Requirements include:

- Projects selected for funding be derived from a locally developed, human services coordinated transportation plan.
- Special Needs Transportation programs: The Federal Transit Administration (FTA) states that the plan is to identify “the transportation needs of individuals with disabilities and individuals with limited income, laying out strategies for meeting these needs, and prioritizing services.” Programs subject to this planning requirement are:
  - The Job Access and Reverse Commute Program (JARC)
  - New Freedom
  - Formula Program for Elderly Individuals and Individuals with Disabilities
- Transportation System Safety: Safety of the transportation system is to be a stand-alone planning factor.
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- Environmental Mitigation: Metropolitan and statewide transportation plans must include a discussion of the types of potential environmental mitigation activities for their recommended projects, to be developed in consultation with federal, state and tribal wildlife, land management, and regulatory agencies.
- Agency Consultation: MPOs and states must consult "as appropriate" with "state and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation" in developing long-range transportation plans.
- Operational and Management Strategies: Metropolitan transportation plans are to include operational and management strategies to improve the performance of the existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods.
- The Transportation Plan is to be consistent with Planned Growth and Development Plans: promote consistency between transportation improvements and state and local planned growth and economic development patterns.
- Participation Plan: MPOs must develop and utilize a "Participation Plan" that provides reasonable opportunities for interested parties to comment on the content of the metropolitan transportation plan and Transportation Improvement Program (TIP) prior to approval. Further, this "Participation Plan" must be developed "in consultation with all interested parties."
- Visualization Techniques in Plans and Metropolitan TIP Development: As part of the transportation plan and TIP development, MPOs are to employ visualization techniques in presenting transportation issues and documents.
- Publication of Plans and Transportation Improvement Program (TIP): MPOs are to publish or otherwise make available for public review transportation plans and TIPs,

	<p>including (to the maximum extent practicable) electronically accessible formats and means.</p> <ul style="list-style-type: none"> <li>• This federal guidance specifies four required elements of the plan, as follows: <ul style="list-style-type: none"> <li>○ An assessment of available services that identifies current transportation providers (public, private, and non-profit).</li> <li>○ An assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service.</li> <li>○ Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery.</li> <li>○ Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities.</li> </ul> </li> </ul>
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<p><b>Smart Growth (Sustainable Growth)</b></p>	<p>American Planning Association defines Smart growth as using comprehensive planning to guide, design, develop, revitalize and build communities for all that:</p> <ul style="list-style-type: none"> <li>• Have a unique sense of community and place;</li> <li>• Preserve and enhance valuable natural and cultural resources;</li> <li>• Equitably distribute the costs and benefits of development;</li> <li>• Expand the range of transportation, employment and housing choices in a fiscally responsible manner;</li> <li>• Value long-range, regional considerations of sustainability over short term; and</li> <li>• Promote public health and healthy communities.</li> </ul> <p>The core principles of Smart Growth include:</p> <ul style="list-style-type: none"> <li>• Recognition that all levels of government, and the non-profit and private sectors, play an important role in creating and implementing policies that support Smart Growth</li> <li>• State and federal policies and programs that support urban investment, compact development, and land conservation;</li> <li>• Planning processes and regulations at multiple levels that promote diversity, equity and Smart Growth principles;</li> <li>• Increased citizen participation in all aspects of the planning process and at every level of government</li> <li>• A balanced, multi-modal transportation system that plans for increased transportation choice</li> <li>• A regional view of community</li> <li>• One size does not fit all – a wide variety of approaches to accomplish Smart Growth</li> <li>• Efficient use of land and infrastructure</li> <li>• Central city vitality</li> </ul>
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	<ul style="list-style-type: none"> <li>• Vital small towns and rural areas</li> <li>• A greater mix of housing choices in neighborhoods and communities focused around human-scale, mixed-use centers accessible by multiple transportation modes</li> <li>• Conservation and enhancement of environmental and cultural resources</li> </ul> <p>Creation and preservation of a “Sense of Place”</p>
<b>Soil-based Zoning SBZ</b>	A method of administering development whereby soil quality is used to determine the density of development. Soils that are more capable of supporting development permit more housing density and poorer soils call for more limited housing density. Soil quality factors include permeability, depth to bedrock, surface slope, depth to water table, and soil bearing capacity. *Note that high quality soils are often soils that are excellent for agricultural activities.
<b>Special Exemption</b>	Usually legislated and regulated by states, special exemptions are a commitment by local governments to identify lands with natural resource, environmental or cultural value by granting tax benefits and exemptions in order to steer development away from these lands.
<b>Stormwater Management Plan SMP</b>	A set of planning documents based on principles and design procedures for the management of stormwater within and related to communities. It includes ordinances, design standards and guidelines specific to the community and watershed, best management practices, low impact development policies and procedures, etc. Stormwater plans are generally included within the Community Comprehensive Plan. Laws governing stormwater management emanate from the federal Clean Water Act and subsequent regulations administered by the EPA, which are incorporated into Community Plans.
<b>Sustainability</b>	Creating and maintaining the conditions under which humans and nature can exist in productive harmony, that permit fulfilling the social, economic and other requirements of present generation without sacrificing the ability of future generations to meet their own needs.
<b>Transfer of Development Rights TDR</b>	<p>A land use regulatory tool that allows development rights from a tract of land to be removed and sold for use on another tract. Development rights from the ‘sending’ tract are then permanently restricted via conservation easements, and the developer utilizes the purchased rights to increase the allowable or zoned density on another tract.</p> <p>Communities with TDR programs decide which land areas may be used as ‘sending’ tracts and which may be used as ‘receiving’ tracts, based on planning decisions that seek to improve the community while protecting agricultural, natural and sensitive lands that are important to the community culture, economy and environment. TDR programs allow communities to steer development away from these areas while promoting development elsewhere.</p>

	<p>The costs of purchasing the easements are recovered from the developers who purchase the development rights.</p>
<p><b>Transportation Plan</b></p>	<p>There are two types of transportation plans, and they are often intermixed in the planning, reporting and administering process.</p> <p>Regional transportation plans focus on the planning, design, administration and funding of roadway and mass transit systems, such as bus systems, trains, airway and waterway systems; emergency and human service transportation systems; regional scale pedestrian systems; and coordination of these systems.</p> <p>Community transportation plans focus on a community wide but more detailed scale of transportation planning. Vehicular circulation and human services systems are planned and considered on the local scale, but a great deal of focus is on the 'liveability' of communities, including their 'walkability' and the availability of walkway and trail systems that allow for community members to access destinations by alternative means of transportation: walking, hiking, biking, horseback riding, all-terrain vehicles and waterway conveyances. As such, considerations such as pedestrian comfort and safety, vegetation and surface materials, access to open space and natural areas, and avoidance of user conflicts are addressed.</p> <p>Community transportation plans are often incorporated into regional transportation plans.</p> <p>Transportation plans are important in that they provide pedestrian scale connections within urban and suburban areas as well as between urban, suburban and rural areas, and systems must be carefully considered as to how they affect existing and future land use.</p>
<p><b>Urban Forestry Plan, Forestry Plan</b></p>	<p>In communities, the urban forestry plan serves as a management and preservation plan for urban, suburban, parks and open spacetrees. Other forestry plans are related to areas of land that are dedicated to the growth, maintenance, harvesting and preservation of forest lands. These may be located within or near a community or in rural areas.</p>

<b>Zoning</b>	<p>Zoning is the process of planning for land use by a locality to allocate certain kinds of structures in certain areas. Zoning also includes restrictions in different zoning areas, such as height of buildings, use of green space, density (number of structures in a certain area), use of lots, and types of businesses.</p> <p>Levels or types of zoning include open space, residential, retail, commercial, agricultural, and industrial.</p>
<b>Zoning Ordinance (Zoning Code, Zoning Law)</b>	<p>A local law that spells out the allowed uses for each piece of property within the community. Usually consists of a map indicating the specific zones applied to each piece of property along with a text description of each zone type and the applicable restrictions. Zoning ordinances (or zoning code) is usually part of the Community Comprehensive Plan.</p>