



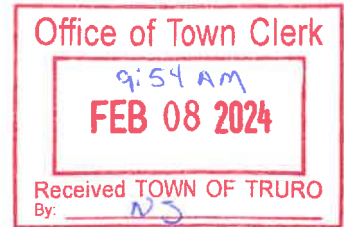
TOWN OF TRURO

PLANNING BOARD

Meeting Minutes

January 10, 2024 – 5:00 pm

REMOTE PLANNING BOARD MEETING



Members Present (Quorum): Rich Roberts (Chair); Anne Greenbaum (Vice Chair); Jack Riemer (Clerk); Ellery Althaus; Paul Kiernan; Caitlin Townsend; Virginia Frazier

Members Absent:

Other Participants: Town Planner/Land Use Counsel Barbara Carboni; Select Board Liaison John Dundas; Michael Forgione (Truro Voter)

Remote meeting convened at 5:00 pm, Wednesday, January 10, 2024, by Chair Roberts who announced that this was a remote public meeting aired live on Truro TV Channel 8 and was being recorded. Town Planner/Land Use Counsel Carboni provided information as to how the public may call into the meeting or provide written comment. Members introduced themselves to the public.

Public Comment Period

Public comment, for items not on the agenda, was opened by Chair Roberts.

Chair Roberts recognized Mr. Forgione who commented on the Select Board's recent discussion to create an Ad Hoc Zoning Board Task Force to promote housing development and economic development. Chair Roberts thanked Mr. Forgione for his comments and noted that the Members could not discuss a topic that was not listed on the agenda.

Planner Report

Town Planner/Land Use Counsel Carboni reported that she had a scheduled technical assistance meeting with the staff of the Cape Cod Commission on January 18, 2024 regarding the Cater preliminary subdivision application for 9B Benson Road. Town Planner/Land Use Counsel Carboni also noted that the Cape Cod Commission staff would provide comments to the Planning Board by January 24, 2024.

Chair Report

Chair Roberts reported that he and Member Althaus had attended a workshop yesterday on ADUs held by the Lower Cape Housing Initiative. Cape Cod Commission was in attendance and will post the recording of the workshop on its website. Chair Roberts also noted that yesterday was the first of two seminars by the Attorney General's Office on bylaws and Member Riemer had attended that seminar. Member Riemer provided a brief overview of the 2-hour seminar to the Members.

Chair Roberts also said that the hearing for 9B Benson Road will be heard on January 24, 2024. The site visit to the property was successful and five members of the Planning Board attended the site visit.

Chair Roberts noted that the Select Board's discussion of an Ad Hoc Zoning Board Task Force and the Planning Board will engage with the Select Board's Vice Chair Areson on this topic.

Minutes

Chair Roberts led the review of the minutes from December 6, 2023 and Vice Chair Greenbaum corrected the first sentence on page 1 of the Planner Report from "announced that an appeal had been filed by the Planning Board" to "announced an appeal had been filed on the Planning Board's decision". The word "by" was replaced by "on."

Vice Chair Greenbaum made a motion to approve the minutes of December 6, 2023, corrected.

Member Frazier seconded the motion.

Roll Call Vote:

Vice Chair Greenbaum – Aye

Member Townsend - Aye

Member Althaus - Aye

Member Frazier - Aye

Member Riemer – Aye

Member Kiernan – Aye

Chair Roberts - Aye

So voted, 7-0-0, motion carries.

Board Discussion

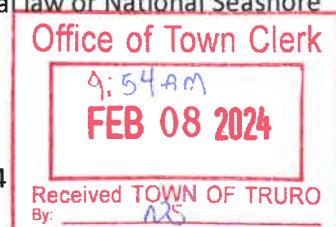
Chair Roberts led the discussion of Planning Board priorities for possible 2024 Annual Town Meeting (ATM) zoning bylaw changes with the Members.

- **Affordable Housing on Undersized Lots**

Member Althaus provided a brief overview of the draft bylaw that is the Wellfleet bylaw with several edits that made it Truro specific. was forwarded to Vice Chair Greenbaum for additional edits. Vice Chair Greenbaum reviewed the number of 37 private undersized lots and the 14 undersized lots owned by Truro for a total of 51 undersized lots which could be helpful in increasing the affordable housing stock.

Members and Town Planner/Land Use Counsel Carboni discussed: deed restrictions (build to rent at an affordable cost, own and build but meet affordability guidelines, and build without affordability guidelines but any sale would have to meet affordability guidelines) and the requirement of year-round leases only.

Members and Town Planner/Land Use Counsel Carboni then decided to table a further discussion on whether to include or exclude the National Seashore District on the topic of affordable housing on undersized lots (under 3 acres) as this may not adhere with federal law or National Seashore regulations.



Members discussed “by right” or “by special permit” pros and cons, the “colony effect,” parking tied to bedrooms, no ADU on an undersized lot, and the topic of a monitoring agent as an enforcement mechanism and ensure compliance of the bylaw.

- **Mean Grade, Building on Height, Roof Slope**

Members discussed calculating building height (reviewed examples from Ridgefield, CT, Harwich, MA and Wellfleet, MA), the separation between various roofs (gable, hip, A-frame, salt box, and gambrel), “story” related terms, various definitions for terms associated with building height and roof pitch, mean ground level (to include a base flood elevation that would become the basis rather than mean ground level in a flood zone), and a future discussion on safety concerns surrounding more intense storms which occur more frequently.

Vice Chair Greenbaum asked Town Planner/Land Use Counsel Carboni when the Warrant would open and Town Planner/Land Use Counsel Carboni said that the Warrant opens on February 2, 2024, and closes on March 4, 2024.

- **Street Inventory**

Member Kiernan summarized the Truro Street Inventory Summary that was completed on January 16, 2023. Member Kiernan reviewed in detail the total number of roads (350), town/state roads (48), subdivision roads (254), proprietor’s roads (24), and roads which are actually easements (24). Member Kiernan also noted that additional address information is accessible on the online Assessor’s atlas and the Barnstable County Registry of Deeds.

Chair Roberts and Member Riemer thanked Member Kiernan for his hard work in compiling the Truro Street Inventory and the work that has been completed. Chair Roberts asked Member Kiernan to develop a verification procedure for the accuracy of the Truro Street Inventory which will be taken under consideration by the Planning Board at a later meeting.

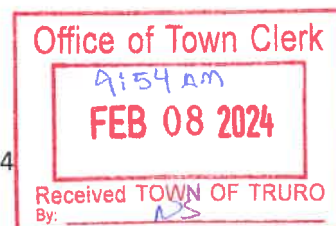
- **Lot Clearing**

Member Frazier has collected information from Brewster, MA and the Cape Cod Commission regarding lot clearing and will put together a document to share with the Members. Member Frazier will provide an update at the next meeting.

- **Lot Coverage**

Chair Roberts noted that there has not been any progress and it may be a topic that the Members may not pursue.

Members discussed addressing lot coverage for the development of small lots (Member Riemer noted Wellfleet has a small lot bylaw that intersects with any development on any small lots), the impact on drinking water usually from private water sources, and the exploration of what neighboring towns are doing regarding lot coverage.



Chair Roberts and Town Planner/Land Use Counsel Carboni agreed that there may not be adequate time for the Members to properly work on this topic prior to the Warrant being opened and it is a complicated issue.

Town Planner/Land Use Counsel Carboni also noted that lot coverage issues are not typically an issue that she has seen in applications submitted to the Planning Board or Zoning Board of Appeals. Town Planner/Land Use Counsel Carboni said that she had compiled some information on this topic in October 2021 and she will attempt to find the information. Chair Roberts noted that it was not urgent but sharing the information with the Members would be helpful.

Prior to the adjournment of the meeting, Chair Roberts discussed with the Members an administration correction in regard to the size of ADUs within the bylaw as there were different maximum limits. Member Kiernan noted that this changed on the floor of a previous Town Meeting when the size was reduced from 1,000 square feet to 900 square feet. Member Kiernan said that the previously approved ADUs at 1,000 square feet were classified as a preexisting nonconforming lot. Member Kiernan stated that the 900 square feet maximum was to conform with what the Commonwealth of Massachusetts was using for ADUs. Chair Roberts said that he will do additional research to see what relief will be required for those oversized ADUs and provide an update to the Members.

Chair Roberts announced that the next meeting would be on Wednesday, January 24, 2024, and briefly reviewed the agenda for that meeting. Member Riemer requested that the discussion on the Ad Hoc Zoning Board Task Force be added to the next meeting's agenda and there were no objections.

Chair Roberts made a motion to adjourn at 6:51 pm.

Member Riemer seconded the motion.

Roll Call Vote:

Vice Chair Greenbaum – Aye

Member Althaus - Aye

Member Townsend – Aye

Member Frazier - Aye

Member Riemer – Aye

Member Kiernan – Aye

Chair Roberts - Aye

So voted, 7-0-0, motion carries.

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff

