

ADU AD HOC SUBCOMMITTEE

WORK SESSION 10/2/19

Minutes

ATTENDING

Committee Members:

Anne Greenbaum & Jack Riemer – Planning Board Representatives;

Maureen Burgess & Kristen Reed – Select Board Representatives;

Others in Attendance: Bob Weinstein

COMMITTEE FOCUS & TIME FRAME

- Focus: Review existing ADU bylaw and recommend any changes to Planning Board & Select Board
- Time Frame:
 - Short Term – By December bring to the 2 Boards
 - Recommendations for changes (concept, not draft article)
 - Identification of areas that need more work before decision whether to bring to Boards
 - Recommendation for no changes
 - Long Term – bring any change(s) to Town Meeting 2020

DISCUSSION OF "IMPROVE": What does it mean to improve the ADU bylaw – DRAFT WORKING SUMMARY

- Increase the efficiency of the process while continuing to provide protection for Truro's character, environment and residents including applicant's neighbors.
- While we hope the result is more ADU's in the Truro housing stock we know that there are other barriers to more ADU's including cost of creating an ADU.

CURRENT STATUS – Review of ADU applications that have come to Planning Board (PB)

- As of September 15, 2019 – 5 applications have gone through the process, all approved
- 1 (most recent) application approved at first Planning Board meeting. This was first application after Planning Board process was changed so that Site Visit was done before initial Planning Board meeting
- 2 approved within 1 month of first Planning Board meeting. Both applications went through the process when the Site Visit was done after first meeting. The applications were approved at the Planning Board meeting immediately after the Site Visit.
- 2 complex applications that took longer because of the respective issues
 - 1- Inside Seashore District
 - Discussion of interpretation of Seashore Regulations not allowing more than 1 dwelling per lot
 - Also triggered site plan review
 - 1 - Involved Board of Health for Title V issues & ZBA for variance issues

IDENTIFICATION OF POTENTIAL AREAS TO LOOK AT

1) Committee members listed any issues that they had heard from other Board members or anyone else

- All items named
 - Inside Seashore
 - Change permitting authority from Planning Board to ZBA
 - Make parking requirement (2 spaces) less restrictive
 - Remove notifying abutters
 - Include sign off from Homeowners Association if applicable
 - Procedures/process for application including
 - Make design criteria clearer & less onerous (40.2.c.4)
 - Application packet & # copies required
 - Dealing with multiple boards
 - Eliminate Public Hearing
 - Currently decision cannot be appealed

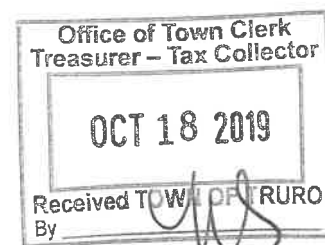
2) Began prioritizing ranking – Each member rated each item & the individual scores for each item were added up to get the total score

- How important it is to address the issue? NOT how important is it to change the bylaw
- In order to get a sense of the amount of work involved - How hard is it to address the issue? (i.e. complex, involves other bodies, not sure how to get data/info, need more info)

PRIORITIZING RESULTS		
LEVEL OF IMPORTANCE	TOPIC	LEVEL OF DIFFICULTY/ WORK REQUIRED
High	Procedures/process for application including: Make design criteria clearer & less onerous (40.2.c.4); Application packet & # copies required; Dealing with multiple boards	High
High	Include sign off from Homeowners Association if applicable	Medium
High	Currently decision cannot be appealed	Low
High	Inside Seashore	High
Medium	Remove notifying abutters	Medium
Medium	Make parking requirement (2 spaces) less restrictive	Medium/ Low
Low	Eliminate Public Hearing	Medium
Low	Change permitting authority from Planning Board to ZBA	Medium/ Low

NEXT MEETING -

- Is there anything else we should be looking at?
- Our focus next meeting – 3 of the 4 High Priority Items
 - Seashore - Clarify the challenge in Seashore vs Truro regulations & begin to identify potential systemic solutions
 - Homeowners Association - Look at information on how other Towns do or don't include Homeowners Associations in ADU process
 - Process - Begin looking at ADU application packet
- Next Meeting Wed Oct 16 2 pm Town Hall Basement Meeting Room




Anne Greenbaum