

TRURO LOCAL COMPREHENSIVE PLAN COMMITTEE (LCPC)

Meeting Minutes

November 29, 2017 - 5:00pm

Truro Town Hall

Members Present: Chris Clark, Morgan Clark, Jay Coburn, Eric Jansen, Claudia Tuckey, Steve Sollog, Cally Harper (Ellery Althaus absent)

Committee Organization:

Ms. Harper opened the meeting with a PowerPoint presentation and asked members of the LCPC to explain their reasons for volunteering for the LCPC, their previous experience with long range planning and if there were specific aspects of the planning process that excited them. Every member of the LCPC introduced themselves and answered these questions.

The LPCP voted 7-0-0 to elect Mr. Chris Clark as Chair of the LCPC and voted 7-0-0 to elect Mrs. Morgan Clark as Vice-Chair of the LCPC.

The Committee also briefly reviewed the Open Meeting Law. Each member was given a copy of the Open Meeting Law in their meeting packet and Ms. Harper explained that all LCPC meetings will be held in accordance with the Massachusetts Open Meeting Law and described the purpose of the law.

Role of the Committee:

Each member of the LCPC was given a copy of the LCPC Charge in their packet materials. Ms. Harper explained how the LCPC interacts with the Board of Selectmen and the Planning Board. The Chair and Vice-Chair oversee the actions of the LCPC and Mr. Jay Coburn, a member of the Board of Selectmen, acts as a liaison to the LCPC and Mr. Steve Sollog, the Chair of the Planning Board, acts as a liaison to the LCPC.

Process Discussion:

Ms. Harper presented an overview and purpose of a Local Comprehensive Plan (LCP). She gave an overview of the Cape Cod Commission Act, stating that it sets up guidelines and requirements for drafting a LCP for towns on Cape Cod. She briefly described the issue areas in the Cape Cod Commission's Regional Policy Plan which include: Growth Management Systems (Land Use and Economic Development); Natural Systems (Water Resources, Coastal Resources, Marine Resources, Wetlands, Wildlife and Plant Habitat, Open Space and Recreation); and Human/Built Systems (Transportation, Waste Management, Energy, Affordable Housing, Heritage Preservation and Community Character). Ms. Harper then highlighted the issue areas that were included in the 2005 Truro Local Comprehensive Plan.

Ms. Harper explained the elements that are included in a LCP. She explained that there are six elements: data and analysis, public engagement with residents and neighboring towns, a build-out study and growth policy, a vision for Truro, goals and targets for each issue area and actions

for each issue area. She also described that the purpose of this planning process is give Truro an opportunity to define its vision and growth policy for the next 5-10 years, it acts as a source of information about existing and expected conditions in Truro, it plays a role in projects that require Cape Cod Commission review, it is key to understanding the impact of population growth on natural and human/built systems and acts as a guide to allocate capital funding and prioritize town projects.

She described the overall process for how a local comprehensive plan is approved and certified by the Cape Cod Commission. First, Truro, through the work of the LCPC, drafts the plan. During this drafting stage, the LCPC organizes a public outreach program that gathers input from Truro residents and neighboring towns. Once the draft LCP is created, it is reviewed by a subcommittee at the Cape Cod Commission and that subcommittee submits comments to the town on the draft. The town revises the LCP according to the comments provided by the Cape Cod Commission and at Town Meeting, residents of Truro vote to submit the approved plan to the full Cape Cod Commission. The plan is then certified by Cape Cod Commission vote.

Meeting Schedule:

Ms. Harper explained the 4 phases of the planning process. Phase 1 includes the following tasks: review the Cape Cod Commission's Regional Policy Plan; review existing town plans; collect relevant and current data on development, population, demographics; identification of data gaps; finalize engagement strategy. Phase 2 includes the following tasks: develop a plan for collecting additional data if needed; draft goals, targets and actions; conduct Build Out study; engage with the public online. Phase 3 includes the following tasks: engage with the neighboring towns; conduct community forums; begin drafting the LCP; share with Board of Selectmen. Phase 4 includes the following tasks: finish drafting the LCP; incorporate public feedback; finalize the document; present to Truro Board of Selectmen. Ms. Harper explained that the LCP will likely go to Town Meeting in April 2019. If so, Phase 1 will be completed by March 2018, Phase 2 by June 2018, Phase 3 by September 2018 and Phase 4 by November 2018. This schedule allows 3 months for each phase of the planning process.

Several members of the LCPC mentioned that the engagement task in Phase 3 should engage seasonal and year round residents. To do this, the LCPC should consider engaging citizens in the summer and in the fall so that they can obtain input from seasonal and year round residents.

The LCPC expressed interest in setting a standing meeting time for 2018. There was discussion of what dates/times would work best for a standing meeting. The Committee expressed the need to meet 2 times a month. Consensus among the group was to postpone the meeting time discussion until the next LCPC meeting on December 8, 2017.

Next Steps:

At the next meeting, the LCPC will review the Cape Cod Commission's Regional Policy Plan and brainstorm about public outreach strategies.

*Submitted by,
Cally Harper
Town Planner*

