

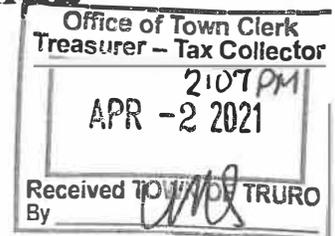


Truro Planning Board Agenda

Remote Meeting

Wednesday, April 7, 2021 – 5:00 pm

www.truro-ma.gov



Open Meeting

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website (www.truro-ma.gov). Click on the green "Watch" button in the upper right corner of the page. Please note that there may be a slight delay (approx. 15-30 seconds) between the meeting and the television broadcast/live stream.

Citizens can join the meeting to listen and provide public comment by: entering the meeting link; clicking on the Agenda's highlighted link; clicking on the meeting date in the Event Calendar; or by calling in toll free at [1-877-309-2073](tel:1-877-309-2073) and entering the access code [703-275-933#](tel:703-275-933#) when prompted. Citizens will be muted upon entering the meeting until the public comment portion of the hearing. If you are joining the meeting while watching the television broadcast/live stream, please lower or mute the volume on your computer or television during public comment so that you may be heard clearly. Citizens may also provide written comment via postal mail or by emailing the Town Planner at planner1@truro-ma.gov.

Meeting link: <https://global.gotomeeting.com/join/703275933>

Public Comment Period

The Commonwealth's Open Meeting Law limits any discussion by members of the Board of an issue raised to whether that issue should be placed on a future agenda. Speakers are limited to no more than 5 minutes.

Public Hearing

Zoning Bylaw Amendments – pursuant to G.L. c.40A – amend the following sections of the Town of Truro Zoning Bylaws:

- Citizen-Petitioned Article to Warrant: §40.2 Accessory Dwelling Units: to allow property owners to build ADU's "by right".
- §10.4 Definitions: to add a definition for food trucks and remove the definition for affordable accessory dwelling units (subsequently replaced with accessory dwelling units).
- §30.2 Use Table: add food trucks to the use table as a Special Permit use in all zones and grandfather existing locations.
- §30.9 Parking: to add a requirement of two (2) spaces per food truck; to allow modification of parking requirements for uses by Special Permit.
- §40.2 Accessory Dwelling Units: allow reduction or waiver of parking requirements; alter or remove application requirements and allow for substitution of documents; remove language about appeals; correct reference to the General Bylaws.

- §70.3 Commercial Development: reduce the number of required copies of applications.
- §70.4 Residential Development: reduce the number of required copies of applications.
- §70.6 Recording of Decision: alter the procedure for the submittal of recorded decisions.
- §70.9 Waiver of Site Plan Review: allow waivers for new structures; clarify conflicting language regarding Residential Site Plan Review; and alter submittal procedures.
- §40.6 Growth Management, A. Purpose: extend the December 31, 2021 expiration date for another three (3) years until December 31, 2024.

The Board will formulate a report to Town Meeting with recommendations as to whether the members favor or oppose the proposed amendments.

Public Hearing – Continued

2020-006/SPR – Anne Labouisse Peretz; William T. Burdick & Richard C. Vanison, Trustees, Dune House Nom. Tr. for property located at 112 North Pamet Road (Atlas Map 48, Parcel 1). Applicants seek a Residential Site Plan Review under Section 70 of the Truro Zoning Bylaw for demolition and removal of existing single-family dwelling in the Seashore Zoning District and construction of new smaller dwelling at a new location, set back from the coastal bank. The existing dwelling is at risk of sudden destruction due to storm-driven coastal bank erosion in its current location. [*Material in 1/6/2021, 1/20/2021, and 3/10/2021 packets*]

- ◆ Extension Agreements presented: January 20, 2021; February 3, 2021; February 17, 2021; March 10, 2021; March 24, 2021 meetings.
- ◆ Extension Agreement dated April 1, 2021: continued from April 7, 2021 to April 21, 2021 and Board action through May 5, 2021.

Planner Report

- ◆ March Building Report

Board public workshops:

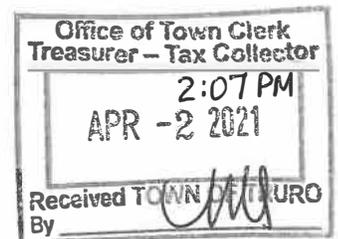
- ◆ TBD

Minutes

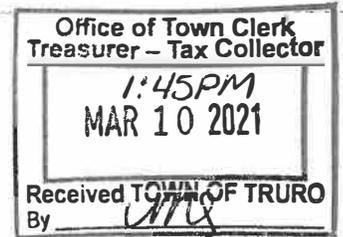
- ◆ March 17, 2021 Work Session

Next Meeting – Wednesday, April 21, 2021, at 5:00 pm

Adjourn



**Truro Planning Board
Notice of Remote Public Hearing**



The Truro Planning Board will hold a remote public hearing on **Wednesday, April 7, 2021** at 5:00 pm on the matter below. Citizens can view the hearing on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website (www.truro-ma.gov). Click on the green "Watch" button in the upper right corner of the page.

Citizens can join the meeting to listen and provide public comment via the following link: <https://global.gotomeeting.com/join/703275933> or by calling in toll free at [1-877-309-2073](tel:1-877-309-2073) and entering the following access code when prompted: [703-275-933](tel:703-275-933). Citizens will be muted upon entering the meeting until the public comment portion of the hearing. Citizens may also provide written comment via postal mail or by emailing the Town Planner at planner1@truro-ma.gov.

The Town of Truro Planning Board will hold a public hearing pursuant to G.L. c.40A regarding proposed amendments to the following sections of the Town of Truro Zoning Bylaws: §10.4 Definitions: to add a definition for food trucks; to remove the definition for affordable accessory dwelling units. §30.2 Use Table: to add food trucks to the use table as a Special Permit use in all zones and grandfather existing locations. §30.9 Parking: to add a requirement of two (2) spaces per food truck; to allow modification of parking requirements for uses allowed by Special Permit. §40.2 Accessory Dwelling Units: to allow reduction or waiver of parking requirements; to reduce required number of copies of application; to delete certain documents from submission requirements and to allow certain substitutions for others; to remove certain language about appeals; and to correct a reference to the General Bylaws. §70.3 Commercial Development: to reduce required number of copies of applications. §70.4 Residential Development: to reduce the required number of copies of applications. §70.6 Recording of Decision: to alter the procedure for the submittal of recorded decisions. §70.9 Waiver of Site Plan Review: to allow waivers for new structures; clarify conflicting language regarding Residential Site Plan Review; and to alter submittal procedures. §40.6 Growth Management: to extend the December 31, 2021 expiration date for another three (3) years until December 31, 2024. Citizen-Petitioned Article to Warrant: §40.2 Accessory Dwelling Units: to allow property owners to build ADU's "by right". The Board will formulate a report to Town Meeting with recommendations as to whether the members favor or oppose the proposed amendments.

The proposed changes are available for review by contacting the Town Clerk Office, or the Planning Department Office (508) 214-0928 or planner1@truro-ma.gov, at Truro Town Hall, 24 Town Hall Road, Truro, MA from 8AM to 4PM, Monday through Friday.

Anne Greenbaum, Chair

CONTENTS:

Current Bylaw 40.2 – for reference

Current Bylaw 40.6 – for reference

Planning Board Articles Postponed from 2020 ATM: **A – L**

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Petitioned Article for 2021 ATM: **N**

§ 40.2 Accessory Dwelling Unit

(04/17)

- A. The purposes of this bylaw are to:
 - 1. Increase the number of moderately priced, year-round rental dwelling units in Truro;
 - 2. Encourage a more economical and energy-efficient use of the Town's housing supply; and
 - 3. Provide homeowners with a means of obtaining rental income to defray housing costs.

- B. Requirements
 - 1. One Accessory Dwelling Unit (ADU) per buildable lot may be allowed in any zoning district by obtaining an ADU Permit from the Planning Board.
 - 2. An ADU may be established within or attached to a principal dwelling, principal structure, or accessory structure, or constructed as a detached unit, and must be located on the same lot as the primary dwelling.
 - 3. The ADU must be in conformity with the State Building Code, Title V of the State Sanitary Code and all applicable town health, building, zoning and other local laws and regulations.
 - 4. An ADU within or attached to a principal dwelling, principal structure or accessory structure that is a pre-existing nonconforming use or structure shall not increase any existing nonconformity or create a new nonconformity without first obtaining a Permit or Variance, respectively, from the Zoning Board of Appeals.

- C. ADU Permit Criteria
 - 1. The ADU shall be a complete, separate housekeeping unit containing both kitchen and sanitary facilities.
 - 2. The ADU shall not contain more than one thousand (1,000) square feet nor less than four hundred (400) square feet of Gross Floor Area as that term is defined in Section II of this Zoning Bylaw. Once an ADU has been added to a dwelling, structure or lot, the ADU shall not be enlarged beyond the square footage specified in the permit granted pursuant to this section without first obtaining a subsequent permit from the Planning Board, and in no case shall an ADU be permitted to exceed the square footage allowed by this section.
 - 3. At least two (2) off street parking spaces in addition to parking otherwise required for the property is required for an ADU.
 - 4. An ADU shall be clearly subordinate in use, size and design to the principal dwelling or structure, considering the following: building architectural details, roof design, building spacing and orientation, building screening, door and window size and location, and building materials. When accessory to a principal dwelling, the intent is to retain the appearance of a single-family dwelling and the privacy of abutters.
 - 5. The principal dwelling and ADU and lot on which they are located shall remain in common ownership, and shall not be severed in ownership, including that the lot, buildings or units thereon shall not be placed in a condominium form of ownership.
 - 6. Either the ADU or the principal dwelling on a lot with an ADU must be leased for a term of at least twelve (12) months. Rental of said unit for a period of less than twelve (12) months (including, but not limited to, seasonal rental and rental through vacation rental services and websites) is prohibited. Proof of year-round rental shall be provided annually to the Building Commissioner by the owner in the form of a lease and a signed affidavit from both the owner and renter stating the unit is being rented accordingly and is used as a primary residence.
 - 7. ADUs permitted under this section shall be inspected annually or as frequently as deemed necessary by the Health and Building Departments for compliance with public safety and public health codes. The owner of the property shall be responsible for scheduling such inspection and shall pay any applicable inspection fees.

D. Procedure

1. Each application for a Permit shall be filed by the Applicant with the Town Clerk consisting of:
 - a. An original and 14 copies of the Application for ADU Permit;
 - b. 15 copies of the required plans and other required information under §40.2;
 - c. Applicable filing fee;
 - d. List of abutters obtained from the Truro Assessing Department;
 - e. Site Plan or Site and Sewage Plan prepared by a registered professional engineer or registered sanitarian showing all property lines, existing and proposed structures on the parcel, and setbacks from roads and property lines for each structure. Building dimensions (height, stories, square footage) shall be shown on the plan.
 - f. Documentation of approval of the septic/wastewater treatment system from the Board of Health.
 - g. Building plans at a scale of no less than 1/8"= 1'-0", including floor plans and front, side and rear elevations of the ADU and principal dwelling or structure.
 - h. Affidavit declaring that the ADU and/or principal dwelling to which it is accessory will be rented on a twelve-month basis.
 - i. Documentation of approval, if applicable, from the Conservation Commission.
 - j. Documentation of Special Permit or Variance, if applicable, from the Zoning Board of Appeals.

E. Public Hearing

1. Upon receipt of the application by the Truro Town Clerk, the Planning Board shall hold a duly noticed public hearing within 65 days of said filing. The Board shall:
 - a. Give notice by advertisement in a newspaper of general circulation in the Town of Truro, no less than ten (10) days before the day of such hearing; and
 - b. Give notice by posting such notice in a conspicuous place in the Town Hall for a period of not less than ten (10) days before the day of such hearing; and
 - c. Give notice by mailing a copy of such advertisement to abutters to the subject property, abutters to abutters within 300 feet of the subject property, and owners of properties across the street from the subject property.

F. Findings of the Planning Board

1. The Planning Board shall grant an ADU Permit if it finds that the proposal complies with the provisions of this bylaw, §40.2, as amended. The concurring vote of four members of the Planning Board shall approve an ADU permit as submitted or with reasonable conditions. The Board shall deny the permit only if:
 - a. The application is incomplete, and the applicant fails to complete the application within 21 days after written notice of the application's deficiencies, or
 - b. The imposition of reasonable conditions will not ensure that the ADU will conform to the standards and criteria described herein, or
 - c. The ADU does not comply with the requirements of the Zoning Bylaw.
2. The permit decision is not appealable.

G. Penalty

Failure of the applicant to comply with any provision of this section or the Permit is punishable by a fine established in Section 60.1 of the Truro Zoning Bylaws and shall entitle the Planning Board, after notice and public hearing, to revoke, modify or suspend the Permit. The Town shall be entitled to recover its litigation fees, including counsel fees, incurred in enforcement of this Bylaw.

H. Requirements for Tax Exemption

Qualifying ADUs permitted under this section are eligible to seek tax abatement pursuant to Chapter I, Section 10 of the Truro General Bylaws, Tax Exemption for Affordable Accessory Dwelling Units.

§ 40.6 Growth Management

- A. Purpose. The purpose of § 40.6 of the bylaw is to provide adequate time for the Town to plan and prepare for the effects of future residential growth, and ensure that the pace of growth does not diminish the Town's rural character, impair natural resources or overwhelm town services or infrastructure. The gradual pace of development afforded by the bylaw will provide opportunities for the Town to: 1) purchase and protect open spaces, thereby reducing the Town's ultimate density and preserving, as much as possible, the Town's rural character; 2) undertake comprehensive planning to identify a community land use vision to guide the regulation of land use and development; 3) assess the impacts of anticipated growth on town infrastructure, roads, drinking water supply and fresh and marine wetlands and water bodies, and plan appropriate measures to protect the integrity of those resources; and 4) develop a financially sustainable plan for the provision of town services and infrastructure necessary to support the community's land use vision. This section, 40.6, shall expire on December 31, 2021. (4/16)
- B. Residential Development Limitation.
1. There shall be no more than forty (40) building permits for new single family dwelling units authorized within any calendar year, beginning January 1 and ending December 31. Permits not issued within the calendar year may be carried over and added to the next calendar year's quantity. This bylaw shall be effective as of March 3, 2006.
 2. The Building Commissioner shall issue building permits in accordance with the following:
 - a. For the purposes of this section, an application shall be accepted for review only if it conforms to all applicable building and zoning requirements, and has received all necessary approvals from pertinent Town boards, including the Board of Health, Planning Board, Board of Appeals, Conservation Commission, and so forth.
 - b. Applications for building permits for single family dwelling units certified complete by the Building Commissioner shall be dated and time-stamped upon determination of completeness. Building permits shall be issued on a first-come/first-served basis.
 - c. Within any calendar month, no more than six (6) permits for single family dwelling units may be issued. Permits not issued during one month may be carried forward and issued the next month, assuming it is within the same calendar year.
 - d. No applicant may have more than one (1) application processed for a single family dwelling unit in any given month.
 - e. No more than four (4) building permits for single family dwelling units shall be issued to any one applicant within a single calendar year unless 1) there are available permits within the yearly limit and 2) no other applicant has applied for them before the fifteenth day of December.
- C. Exemptions.
1. Construction of affordable housing units provided such housing units have deed restrictions to ensure they remain affordable for the maximum period permitted under Massachusetts law. Occupancy permits for such affordable units are not to be issued until the restricted deed has been recorded or registered.
 2. A presently existing structure which is otherwise subject to this bylaw but which is destroyed by fire or other calamity. Such a structure may be rebuilt outside of these limitations as long as: 1) the structure is not expanded beyond one additional bedroom; 2) it complies with all other provisions of these bylaws; and 3) so long as application for a building permits is submitted within two (2) years of the destruction.
 3. A presently existing structure which, following demolition, is being rebuilt to no more than one hundred twenty-five percent (125%) of its current footprint. Such a structure may be rebuilt so long as: 1) the structure is not expanded beyond one additional bedroom; 2) it complies with all other provisions of these bylaws; and 3) the application for a building permit is submitted within two (2) years of the existing structure's demolition. (4/06)

Proposed Zoning Bylaw Amendments

For the 2021 Annual Town Meeting

Referred to the Truro Select Board by vote on Wednesday, February 17, 2021

Additions in underline. Deletions in cross-through.

For questions, contact Town Planner Barbara Carboni at planner1@truro-ma.gov.

A. Article ____:

To amend §10.4 Definitions by the addition of:

Food Truck: A motorized truck, towable trailer, or cart that is licensed by the Town of Truro to sell or distribute food to consumers.

And to amend §30.2 Use Table by the addition of:

PRINCIPAL USES							
	R	BP	NT6A	TC	NTC	Rt6	S
COMMERCIAL							
<u>Food Trucks (12)</u>	<u>SP</u>						

NOTES

12. A Special Permit shall not be required for any location having received a permit for the operation of a Food Truck from the Town of Truro Select Board prior to April 28, 2020.

And to amend §30.9 Parking by the addition of:

PRINCIPAL USE	PARKING REQUIREMENT
RESIDENTIAL	
<u>Food Trucks</u>	<u>2 spaces per food truck</u>

Explanation:

This article recognizes food trucks as a land use and provides reasonable, flexible measures for public review. The Zoning Bylaw (hereafter “ZBL”) does not currently include food trucks as a use, and thus food trucks are likely not allowed despite having existed throughout town for many years. Most notably there is a history of food trucks

at Town beaches in the Residential and Seashore districts. This article defines and legalizes the use while grandfathering existing locations, provides for noticed public hearings before the Zoning Board of Appeals for any new location proposed, and adds reasonable parking requirements. The act of adding the use also brings clarity to the existing practice of requiring Commercial Site Plan Review for new locations.

B. Article ____:

§30.9 Parking

C. Off Street Parking Schedule:

2. These standards are the minimum requirement. The Planning Board under Site Plan Review, or the Zoning Board of Appeals by Special Permit when Site Plan Review is not required, may vary the required number of spaces if the nature and scale of a proposed use warrants such a change.

Explanation:

This article provides a process for the modification of parking requirements. Currently these requirements can be modified during Site Plan Review, but there is not a mechanism for projects that do not require Site Plan Review. This article allows modifications to be issued by the Zoning Board of Appeals after a noticed public hearing.

C. Article ____:

§40.2 Accessory Dwelling Unit

C. ADU Permit Criteria

3. At least two (2) off street parking spaces in addition to parking otherwise required for the property is required for an ADU. This requirement may be reduced or waived at the discretion of the Planning Board.

Explanation:

This article allows for reduction of the parking requirement for ADUs as part of the noticed public hearing process for ADU permits. It recognizes that unforeseen circumstances may exist to justify the requirement is unnecessary and creates a hardship for homeowners looking to add an ADU to their property. For instance, some small ADUs may clearly be intended for one person and not require 2 parking spaces.

D. Article ____:

§40.2 Accessory Dwelling Unit

D. Procedure

- 1. Each application for a Permit shall be filed by the Applicant with the Town Clerk consisting of:
 - a. An original and ~~14~~ 9 copies of the Application for ADU Permit;
 - b. ~~15~~ 10 paper copies and one digital copy of the required plans and other required information under §40.2

Explanation:

This article reduces the required number of physical copies of applications and adds requirements for the submittal of digital copies. Most applications are distributed to Town staff electronically, reducing the need for paper copies.

E. Article ____:

§40.2 Accessory Dwelling Unit

D. Procedure

- ~~f. Documentation of approval of the septic/wastewater treatment system from the Board of Health.~~
- ~~i. Documentation of approval, if applicable, from the Conservation Commission.~~
- ~~j. Documentation of Special Permit or Variance, if applicable, from the Zoning Board of Appeals.~~

Explanation:

This article eliminates submittal requirements that are not germane to the jurisdiction of the Planning Board in their review of ADU permit applications. It does not eliminate the need for ADUs to receive all necessary permits. The Building Commissioner and Health/Conservation Agent will continue to review these requirements through the building permit process. Additionally, the submittal requirements to be eliminated currently require that the Planning Board must always be the final regulatory board to review ADUs when it may be logical to go in an alternate order under certain circumstances.

F. Article ____:

§40.2 Accessory Dwelling Unit

D. Procedure

g. Building floor plans at a scale of no less than 1/8" = 1'-0", ~~including floor plans and front, side and rear elevations of the ADU and principal dwelling or structure.~~

h. For ADUs proposed in a new structure or that require the modification of the exterior of an existing structure, building elevations at a scale of no less than 1/8" = 1'-0" of the dwelling or structure that contains the ADU.

i. Photographs of the exterior of the existing principal dwelling taken from the north, south, east, and west.

j. For ADUs proposed within an existing accessory structure, photographs of the exterior of the existing accessory structure taken from the north, south, east, and west.

Explanation:

This article eliminates the need for ADU permit applications to include building elevation plans for proposals where there are no exterior changes to a building proposed. This is an unnecessary cost to applicants, and existing conditions can easily be documented with photographs.

G. Article ____:

§40.2 Accessory Dwelling Unit

F. Findings of the Planning Board

~~2. The permit decision is not appealable.~~

Explanation:

This article recognizes that a town cannot deny appeal rights through stating such in a zoning bylaw. Any discretionary permit (including an ADU permit) issued through zoning is appealable under state law by either the applicant or another interested party. Further, the current language may create confusion regarding the particular type of court appeal that should be filed resulting in additional unnecessary legal costs to the applicant, the Town, or both.

H. Article ____:

§40.2 Accessory Dwelling Unit

H. Requirements for Tax Exemption

Qualifying ADUs permitted under this section are eligible to seek tax abatement pursuant to Chapter I, Section ~~10~~11 of the Truro General Bylaws, Tax Exemption for Affordable Accessory Dwelling Units.

And to amend §10.4 Definitions by deleting in its entirety:

~~Dwelling Unit, Affordable Accessory. A rental dwelling unit either detached from or located within or attached to a principal dwelling, principal structure, garage, containing at least four hundred (400) square feet but not more than one thousand four hundred (1,400) square feet of Gross Floor Area. Accessory unit shall be restricted to remain affordable by conditions attached to the Special Permit issued by the Planning Board and be occupied by income-eligible households determined in accordance with HUD Income and Fair Market Rental Guidelines. (04/07)~~

Explanation:

This article corrects a scrivener's error referencing the General Bylaws and removes an obsolete definition for Affordable Accessory Dwelling Units. The ZBL previously contained provisions for Affordable ADUs, but this was replaced with the adoption of the current ADU bylaw.

I. Article ____:

§70.3 Commercial Development

D. Procedures and Plan Requirements

1. Each application for Commercial Site Plan Review shall be filed by the Applicant with the Town Clerk consisting of:
 - a. An original and ~~14~~ 9 copies of the Application for Site Plan Review;
 - b. ~~15~~ 10 paper copies and one digital copy of the required plans and other required information per subsection 3 below;

Explanation:

This article reduces the required number of physical copies of applications and adds requirements for the submittal of digital copies. Most applications are distributed to Town staff electronically, reducing the need for paper copies.

J. Article ____:

§70.4 Residential Development

C. Procedures and Plan Requirements

1. Each application for Residential Site Plan Review shall be filed by the Applicant with the Town Clerk consisting of:
 - a. An original and ~~14~~ 9 copies of the Application for Site Plan Review;
 - b. ~~15~~ 10 paper copies and one digital copy of the required plans and other required information per subsection 3 below;

Explanation:

This article reduces the required number of physical copies of applications and adds requirements for the submittal of digital copies. Most applications are distributed to Town staff electronically, reducing the need for paper copies.

K. Article ____:

§70.6 Recording of Decision

It shall be the responsibility of the applicant to obtain a true attested copy of the decision from the Town Clerk. The applicant shall be responsible for recording the Planning Board Commercial or Residential Site Plan decision at the Barnstable Registry of Deeds or Land Court, as applicable. Prior to the issuance of a building permit, the applicant shall present evidence of such recording to the Building Commissioner and the ~~Planning Board Secretary~~ Planning Department.

Explanation:

This article acknowledges that filings are currently being handled by professional staff at Town Hall and brings the ZBL in line with this practice.

L. Article ____:

§70.9 Waiver of Site Plan Review

The Planning Board may determine at its discretion without a public hearing that submission of a Commercial ~~or Residential~~ Site Plan review application is not required when the alteration or reconstruction of an ~~existing~~ building or structure or new use or change in use will not have a significant impact: within the site or in relation to adjacent properties and streets; on pedestrian and vehicular traffic; on public services and

infrastructure, or on unique environmental and historic resources, abutting properties; or community needs. Site Plan Review shall not be waived in the Seashore District.

(4/17)

A waiver from Commercial ~~or Residential~~ Site Plan Review must be requested by the applicant using the appropriate Site Plan Review Application form. The form, applicable filing fee and supporting documentation to establish that such review is not required shall be filed with the ~~Planning Board Secretary~~ Town Clerk. A waiver request will be considered at a regular session of the Planning Board.

Upon the decision of the Planning Board, a copy of the decision shall be sent to the applicant, the owner, the representative, if any, and the Building Commissioner.

Explanation:

This article does three things:

1. It clarifies that Residential Site Plan Review cannot be waived because Residential Site Plan Review is only required in the Seashore district, and the bylaw states that Site Plan Review cannot be waived in the Seashore district.
2. It allows for the waiver of Commercial Site Plan Review for new buildings that do not create significant impacts. For example, the ZBL currently allows a waiver for a 2,000 sq. ft. addition to an existing commercial building, but it does not allow a waiver for a new 200 sq. ft. shed.
3. It acknowledges that filings are currently made with the Town Clerk and brings the ZBL in line with this practice.

M. Article ____:

§40.6 Growth Management

A. Purpose. The purpose of §40.6 of the bylaw is to provide adequate time for the Town to plan and prepare for the effects of future residential growth, and ensure that the pace of growth does not diminish the Town's rural character, impair natural resources or overwhelm town services or infrastructure. The gradual pace of development afforded by the bylaw will provide opportunities for the Town to: 1) purchase and protect open spaces, thereby reducing the Town's ultimate density and preserving, as much as possible, the Town's rural character; 2) undertake comprehensive planning to identify a community land use vision to guide the regulation of land use and development; 3) assess the impacts of anticipated growth on town infrastructure, roads, drinking water supply and fresh and marine wetlands and water bodies, and plan appropriate measures to protect the integrity of those resources; and 4) develop a financially sustainable plan for the provision of town services and infrastructure necessary to support the

community's land use vision. This section, 40.6, shall expire on December 31, ~~2021~~ 2024.

Explanation:

This article extends the date of expiration of the Growth Management Bylaw from December 31, 2021 to December 31, 2024. This extension will allow the Town to continue and complete the tasks identified in the Purpose section, including an update to the Town's Local Comprehensive Plan. Most recently, the COVID 19 emergency halted the Town's efforts to pursue this essential planning process. An extension will provide the time required for this process.

ORIGINAL LANGUAGE

N.

ARTICLE XXX: AMEND SECTION 40, SPECIAL REGULATIONS, §40.2 ACCESSORY DWELLING UNIT

To see if the town will vote to amend Section 40, Special Regulations, §40.2 Accessory Dwelling Unit, by deleting the language in ~~strike through~~, adding the **bold underlined** wording and enumerate the bylaw correctly accordingly.

§40.2 Accessory Dwelling Unit

A. The purposes of this bylaw are to:

1. Increase the number of moderately priced, year-round rental dwelling units in Truro;
2. Encourage a more economical and energy-efficient use of the Town's housing supply; and
3. Provide homeowners with a means of obtaining rental income to defray housing costs.

B. Requirements

1. One Accessory Dwelling Unit (ADU) per buildable lot may be allowed in any zoning district by obtaining an ADU **Building** Permit. ~~from the Planning Board.~~
2. An ADU may be established within or attached to a principal dwelling, principal structure, or accessory structure, or constructed as a detached unit, and must be located on the same lot as the primary dwelling.
3. The ADU must be in conformity with the State Building Code, Title V of the State Sanitary Code and all applicable town health, building, zoning and other local laws and regulations.
4. An ADU within or attached to a principal dwelling, principal structure or accessory structure that is a pre-existing nonconforming use or structure shall not increase any existing nonconformity or create a new nonconformity without first obtaining a **Special** Permit or Variance, respectively, from the Zoning Board of Appeals.

C. ADU Permit Criteria

1. The ADU shall be a complete, separate housekeeping unit containing both kitchen and sanitary facilities.
2. The ADU shall not contain more than one thousand (1,000) square feet nor less than four hundred (400) square feet of Gross Floor Area as that term is defined in Section II of this Zoning By-law. Once an ADU has been added to a dwelling, structure or lot, the ADU shall not be enlarged beyond the square footage specified in the permit granted pursuant to this section without first obtaining a subsequent **ADU Building Permit**, ~~from the Planning Board~~, and in no case shall an ADU be permitted to exceed the square footage allowed by this section.

3. At least two (2) off street parking spaces in addition to parking otherwise required for the property is required for an ADU.
4. An ADU shall be clearly subordinate in use, size and design to the principal dwelling or structure. ~~considering the following: building architectural details, roof design, building spacing and orientation, building screening, door and window size and location, and building materials.~~ When accessory to a principal dwelling, the intent is to retain the appearance of a single-family dwelling and the privacy of abutters.
5. The principal dwelling and ADU and lot on which they are located shall remain in common ownership, and shall not be severed in ownership, including that the lot, buildings or units thereon shall not be placed in a condominium form of ownership.
6. Either the ADU or the principal dwelling on a lot with an ADU must be leased for a term of at least twelve (12) months. Rental of said unit for a period of less than twelve (12) months (including, but not limited to, seasonal rental and rental through vacation rental services and websites) is prohibited. Proof of year-round rental shall be provided annually to the Building Commissioner by the owner in the form of a lease and a signed affidavit from both the owner and renter stating the unit is being rented accordingly and is used as a primary residence.
7. ADUs permitted under this section shall be inspected annually or as frequently as deemed necessary by the Health and Building Departments for compliance with public safety and public health codes. The owner of the property shall be responsible for scheduling such inspection and shall pay any applicable inspection fees.

D. Procedure

1. Each application for a Permit shall be filed by the Applicant with the Town Clerk Building Department consisting of:
 - a. ~~An original and 14 copies of the Application for ADU Permit;~~
 - b. ~~15~~ Copies of the required plans and in addition to other required information under §40.2;
 - c. Applicable filing fee;
 - d. ~~List of abutters obtained from the Truro Assessing Department~~
 - e. Site Plan or Site and Sewage Plan prepared by a registered professional engineer or registered sanitarian showing all property lines, existing and proposed structures on the parcel, and setbacks from roads and property lines for each structure. Building dimensions (height, stories, square footage) shall be shown on the plan.
 - f. Documentation of approval of the septic/wastewater treatment system from the Board of Health.
 - g. Building plans at a scale of no less than 1/8"= 1'-0", including floor plans and front, side and rear elevations of the ADU and

- principal dwelling or structure.
- h. Affidavit declaring that the ADU and/or principal dwelling to which it is accessory will be rented on a twelve month basis.
 - 1. Documentation of approval, if applicable, from the Conservation Commission.
 - J. Documentation of Special Permit or Variance, if applicable, from the Zoning Board of Appeals.

~~E. Public Hearing~~

- ~~1. Upon receipt of the application by the Truro Town Clerk, the Planning Board shall hold a duly noticed public hearing within 65 days of said filing. The Board shall:
 - a. Give notice by advertisement in a newspaper of general circulation in the Town of Truro, no less than ten (10) days before the day of such hearing; and,
 - b. Give notice by posting such notice in a conspicuous place in the Town Hall for a period of not less than ten (10) days before the day of such hearing; and,
 - c. Give notice by mailing a copy of such advertisement to abutters to the subject property, abutters to abutters within 300 feet of the subject property, and owners of properties across the street from the subject property.~~

~~F. Findings of the Planning Board~~

- ~~1. The Planning Board shall grant an ADU Permit if it finds that the proposal complies with the provisions of this bylaw, §40.2, as amended. The concurring vote of four members of the Planning Board shall approve an ADU permit as submitted or with reasonable conditions. The Board shall deny the permit only if:
 - a. The application is incomplete, and the applicant fails to complete the application within 21 days after written notice of the application's deficiencies, or
 - b. The imposition of reasonable conditions will not ensure that the ADU will conform to the standards and criteria described herein, or
 - c. The ADU does not comply with the requirements of the Zoning By-law.~~
- ~~2. The permit decision is not appealable.~~

G. Penalty

Failure of the applicant to comply with any provision of this section or the Permit is punishable by a fine established in Section 60.1 of the Truro Zoning By-laws and shall entitle the Planning Board, Building Commissioner after notice and public hearing, to revoke, modify or suspend the Permit. The Town shall be entitled to recover its litigation fees, including counsel fees, incurred in enforcement of this Bylaw.

H. Requirements for Tax Exemption

Qualifying ADUs permitted under this section are eligible to seek tax

abatement pursuant to Chapter I, Section 10 of the Truro General Bylaws,
Tax Exemption for Affordable Accessory Dwelling Units.

Planning Board Recommendation:

Board of Selectmen Recommendation:

Comment: *This is a citizen petitioned article. This article was created to allow homeowners to build or convert an existing building to one (1) accessory dwelling unit on their property with the provision that it be rented year round as opposed to seasonally. This will benefit the community by increasing the opportunities for young people to afford to live in town, enable elderly residents to downsize or rent a portion of their home and will help create a more well-rounded community. There is a segment of the community that earns more than allows them to qualify for affordable housing yet don't make enough to afford a home. This bylaw will allow residents to create opportunities for this segment of society to live in Truro. This change will remove the planning board from the process, allowing property owners to build ADUs as a "by right" designation meaning if it fits on your property without infringing on other zoning or health regulations, you can proceed without hearings and additional costs associated with filings.*

REVISED LANGUAGE

**ARTICLE XXX: AMEND SECTION 40, SPECIAL REGULATIONS, §40.2
ACCESSORY DWELLING UNIT**

To see if the town will vote to amend Section 40, Special Regulations, §40.2 Accessory Dwelling Unit, by deleting the language in ~~strike through~~, adding the **bold underlined** wording, **change §10.4, Dwelling Unit, Accessory to match the language included herein** and enumerate the bylaw correctly accordingly.

§40.2 Accessory Dwelling Unit

A. The purposes of this bylaw are to:

1. Increase the number of moderately priced, year-round rental dwelling units in Truro;
2. Encourage a more economical and energy-efficient use of the Town's housing supply; and
3. Provide homeowners with a means of obtaining rental income to defray housing costs.

B. Requirements

1. One Accessory Dwelling Unit (ADU) per buildable lot may be allowed in any zoning district by obtaining an ADU **Building** Permit. ~~from the Planning Board.~~
2. An ADU may be established within or attached to a principal dwelling, principal structure, or accessory structure, or constructed as a detached unit, and must be located on the same lot as the primary dwelling.
3. The ADU must be in conformity with the State Building Code, Title V of the State Sanitary Code and all applicable town health, building, zoning and other local laws and regulations.
4. An ADU within or attached to a principal dwelling, principal structure or accessory structure that is a pre-existing nonconforming use or structure shall not increase any existing nonconformity or create a new nonconformity without first obtaining a **Special** Permit or Variance, respectively, from the Zoning Board of Appeals.

C. ADU Permit Criteria

1. The ADU shall be a complete, separate housekeeping unit containing both kitchen and sanitary facilities.
2. The ADU shall not contain more **than 1/2 the floor area of the principal dwelling or 900 square feet, whichever is smaller** ~~than one thousand (1,000) square feet~~ nor less than four hundred (400) square feet of Gross Floor Area as that term is defined in Section II of this Zoning By-law. Once an ADU has been added to a dwelling, structure or lot, the ADU shall not be enlarged beyond the square footage specified in the permit granted pursuant to this section without first obtaining a subsequent **ADU Building** Permit, ~~from the Planning Board~~, and in no case shall an ADU

be permitted to exceed the square footage allowed by this section.

3. At least two (2) off street parking spaces in addition to parking otherwise required for the property is required for an ADU.
4. An ADU shall be clearly subordinate in use, size and design to the principal dwelling or structure. ~~considering the following: building architectural details, roof design, building spacing and orientation, building screening, door and window size and location, and building materials.~~ When accessory to a principal dwelling, the intent is to retain the appearance of a single-family dwelling and the privacy of abutters.
5. The principal dwelling and ADU and lot on which they are located shall remain in common ownership, and shall not be severed in ownership, including that the lot, buildings or units thereon shall not be placed in a condominium form of ownership.
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7. ADUs permitted under this section shall be inspected annually or as frequently as deemed necessary by the Health and Building Departments for compliance with public safety and public health codes. The owner of the property shall be responsible for scheduling such inspection and shall pay any applicable inspection fees.

D. Procedure

1. Each application for a Permit shall be filed by the Applicant with the ~~Town Clerk~~ **Building Department** consisting of:
 - a. ~~An original and 14 copies of the Application for ADU Permit;~~
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floor plans and front, side and rear elevations of the ADU and principal dwelling or structure.

- h. Affidavit declaring that the ADU and/or principal dwelling to which it is accessory will be rented on a twelve month basis.
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~~F. Findings of the Planning Board~~

- ~~1. The Planning Board shall grant an ADU Permit if it finds that the proposal complies with the provisions of this bylaw, §40.2, as amended. The concurring vote of four members of the Planning Board shall approve an ADU permit as submitted or with reasonable conditions. The Board shall deny the permit only if:
 - a. The application is incomplete, and the applicant fails to complete the application within 21 days after written notice of the application's deficiencies, or
 - b. The imposition of reasonable conditions will not ensure that the ADU will conform to the standards and criteria described herein, or
 - c. The ADU does not comply with the requirements of the Zoning By-law.~~
- ~~2. The permit decision is not appealable.~~

G. Penalty

Failure of the applicant to comply with any provision of this section or the Permit is punishable by a fine established in Section 60.1 of the Truro Zoning By-laws and shall entitle the ~~Planning Board~~, **Building Commissioner** after notice and public hearing, to revoke, modify or suspend the Permit. The Town shall be entitled to recover its litigation fees, including counsel fees, incurred in enforcement of this Bylaw.

H. Requirements for Tax Exemption

Qualifying ADUs permitted under this section are eligible to seek tax abatement pursuant to Chapter I, Section 10 of the Truro General Bylaws, Tax Exemption for Affordable Accessory Dwelling Units.

Planning Board Recommendation:

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EXTENSION AGREEMENT

As applicant or as authorized agent on behalf thereof, I agree to continue the public hearing in the matter of Case No. 2020-06/SPR seeking Residential Site Plan Approval with respect to property at 112 North Pamet Road from April 7, 2021 to April 21, 2021 for hearing and for board action through May 5, 2021.

Date – April 1, 2021



Signature of Applicant/Agent

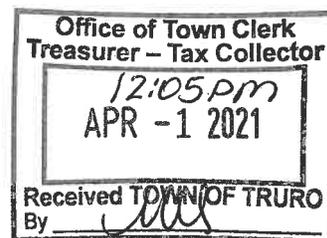
Printed Name – Benjamin E. Zehnder as agent for
Anne Labouisse Peretz, Trustee

Filed with the Planning Department:

Elizabeth Sturdy 4/1/2021
Name Date

Filed with the Town Clerk:

Molly Stevens 4/1/2021
Name Date



March 2021

BP#	ID	Street Location	Owner	Type of Work Code	Type of Work Description	Builder	Date of Issue	Fee	Estimated Cost
21-067	46-189	16 Snows Rd	Gary and Anna Maria Wilcox	Add	addition to existing SFR 14' x 19' addition under existing second floor (east side). Replace decking/framing/railing (north & south, 2nd fl). Full foundation under addition, Azek decking & Mahogany rails with stainless steel cables	Preston Lemanski	3/1/2021	\$470.00	\$215,200.00
21-068	35-92	26 Twine Field Rd	Terry and Vicki Abrahamson	Add	install (11) replacement doors and (6) replacement patio doors	Joseph McCarty	3/2/2021	\$273.00	\$110,000.00
21-069x	45-17	2 Eliantha Way	Alexa Manickas	RW/RD	(27) panel roof-mounted solar array, 10.80 Kw system, emphase microinverters to tie into existing system	So NE Windows	3/2/2021	\$100.00	\$65,772.00
21-070	42-32	25 Noons Dr	Harlen Howard	Solar	renovate existing kitchen, garage. Build breezeway connector. Build grade-level deck around breezeway and garage	Peter Barbosa, Devlin Contracting & Maintenance	3/2/2021	\$631.00	\$63,073.17
21-071	43-41	27 Quail Ridge Rd	Robert B Knight	Alt	renovation of (2) existing bathrooms, all work to remain in existing area and footprint	McKean Artisan Builders	3/2/2021	\$1,096.00	\$300,000.00
21-072	63-12	6 Ryder Beach Way	Eliana & Doug Reffue	Alt	to replace existing deck with new framing & decking within the same footprint	Brian Hopkins, Augustus Construction	3/2/2021	\$400.00	\$40,000.00
21-073	43-153	17 Overlook Dr	JKB Realty Trust c/o Jordan Klatt	D	interior remodel	Daniel J Silva	3/2/2021	\$286.00	\$25,000.00
21-074	35-72	28 Pilgrims Path	JH Concept Trust	Alt	interior remodel bathroom space	Geiger-Phillips	3/2/2021	\$1,252.00	\$125,000.00
21-075	42-53	18 Parker Dr	Marjorie Posner	Alt	replace existing asphalt roof, 15 sq, with new Certainteed Architect shingles Landmark Pro	R Todd Schwebel	3/2/2021	\$100.00	\$10,000.00
21-076x	36-190	2 Highland Rd	Claire Adams LLC	RR	remove existing underlayment(ice&watersheld/wood or boards), as well as shingles-replace with new underlayment & shingles	Jonah Swain	3/9/2021	\$57.50	\$13,000.00
21-077x	50-276	14 Fourth of July RD	Maria Contrino	RR	Addition of two full length of house dormers, with siding & windows to match existing	Brian Waterman	3/10/2021	\$50.00	\$23,100.00
21-078	45-47	2 Corn Hill Ln	Gerry Fortier	Alt		Pastiche of Cape Cod	3/10/2021	\$1,560.00	\$750,000.00

March 2021

BP#	ID	Street Location	Owner	Type of Work Code	Type of Work Description	Builder	Date of Issue	Fee	Estimated Cost
21-079	45-24	3 Corn Hill Path	Gerald R & Marlene E Talbot	Alt	rework lower level space to office. laundry and walk-in closet to reduce number of bedrooms from 5 to 3 per Board of Health requirements	Polhemus Savery Dasilva	3/8/2021	\$900.00	\$10,000.00
21-080x	51-34	3 Edgewood Way	Truro Center for the Arts	S	construct 10 x 14 shed on concrete blocks	Pine Harbor Wood Products	3/9/2021	\$50.00	\$6,162.00
21-081	39-214	3 Drullin Ln	JB Glassman Rev Trust	Alt	remodel after water damage	Geiger-Phillips	3/8/2021	\$228.00	\$56,000.00
21-082	35-23	43 Knowles Heights Rd	Rosemary Boyle	SP	Installation of 18 x 36 vinyl liner in-ground swimming pool with automatic safety cover & electric heat pump	Shoreline Pools	3/10/2021	\$1,013.00	\$101,300.00
21-083	37-10	84 South Highland Rd	Marek kaczor	D	add deck to rear of studio house, deck will be above existing concrete patio	Homeowner	3/10/2021	\$293.00	\$5,000.00
21-084x	35-33.4	122 Shore Rd U:4	Lynel J Tocci	RW	replacement of all windows on front, left and right side: same size - this permit does not include expansion of any windows	Homeowner	3/15/2021	\$50.00	\$2,000.00
21-085	51-34	3 Edgewood Way	Truro Center for the Arts	O	Construct a 24' x 24' shed roof over an existing concrete slab	Pine Harbor Wood Products	3/10/2021	\$375.00	\$20,238.00
21-086	36-172	40 Highland Rd	Christopher and Christina Dragon	Add	garage with bedroom; bathroom, new roof, new bathroom, new deck	Homeowner	3/16/2021	\$1,240.00	\$225,000.00
21-087x	43-108	23 Sylvan Ln	Karen Kuehl	S	to construct 12' x 16' shed, installed on a monolithis slab foundation	Pine Harbor Wood Products	3/17/2021	\$50.00	\$17,366.00
21-088x	42-148.51	7 Great Hollow Rd U:51	Frank Marotta	RR	strip & replace top roof.asphalt roof w/50 yr shingle, ice & water and 8" flashing on perimeter	Josh Grandel	3/17/2021	\$50.00	\$3,850.00
21-089x	53-47	3 Benson Rd	John Thornley	RW/RD	install (18) replacement windows and (4) replacement doors	So NE Windows	3/17/2021	\$100.00	\$79,078.00
21-090x	39-125	19 Noons Dr	Andrew Deschenes	RW/RD	remove and install (10) windows with Andersen 400 series; 1 new Andersen Slider(narrow line 200 series at back deck.)	Capizzi Home Improvement	3/17/2021	\$100.00	\$25,000.00
21-091	42-182	1 Cabral Farm Rd	Paul Souza	Solar	installation of (217) roof mounted panels on to storage structures; 86.80 kW DC, 62.93 kW AC	My Generation Energy	3/17/2021	\$518.00	\$51,800.00

March 2021

BP#	ID	Street Location	Owner	Type of Work Code	Type of Work Description	Builder	Date of Issue	Fee	Estimated Cost
21-092	48-12	9 Castle Terrace	Megan Hinton	FND	excavate main house and install full basement, concrete footings & walls to code	John Newman	3/17/2021	\$96.00	\$36,000.00
21-093	39-172.A	344 Route 6	Town of Truro	O	IT-Mobile to replace three (3) existing antennas with three(3) new antennas, replace three(3) TMAS & three(3) remote radios(non-antenna) with three (3) new remote radios	Crown Castle	3/18/2021	\$250.00	\$25,000.00
21-094	50-287	31 Mill Pond Rd	Margaret Clark & Timothy Richards	Alt	expand deck and replace all existing decking - additional 275 sq ft of decking. Rebuild outside shower structure. New steps.	R. Todd Schwebel	3/17/2021	\$188.00	\$25,000.00
21-095	36-234	14 Yellow Brick Rd	Paul Smith	SP	15 x 40 vinyl lined swimming pool with auto safety cover, salt, spillover, jacuzzi	Cape Cod Swimming Pool	3/22/2021	\$666.00	\$66,575.00
21-096	39-9	10 Bay View Dr	Luther Bumps	Demo	Interior exploratory demo - post fire	Hal Winard	3/24/2021	\$50.00	\$1,800.00
21-097x	36-15	81 Shore Rd	Jose Magrass	RR/RS	remove existing roof & replace with new asphalt shingled roof. Remove & relace existing siding with new white cedar R & R extra	Marc Schafer	3/26/2021	\$100.00	\$22,500.00
21-098x	36-151	31 Shore Rd	Ken Snyder	RR	kitchen roof: red cedar/front & rear plus rubber/rear utility room roof	Chris Yerkes, Cedarworks	3/26/2021	\$50.00	\$11,500.00
21-099x	10-39	389 Shore Rd	Stephen Bernardi	RS	remove existing clpaboards on front of house and replace with cedar shingles	Homeowner	3/26/2021	\$50.00	\$4,000.00
21-100	43-57	298 Route 6	Silvador, LLC	F-1	construction of 2nd building 120' x 45'- Tradesmen Bays on 1st floor with climate controlled storage on 2nd floor-plans attached	Daniel J Silva Construction	3/17/2021	\$8,073.00	\$500,000.00
33 TOTAL PERMITS							TOTALS:	\$20,765.50	\$3,035,314.17
0 Certificate of Occupancy									

Truro Planning Board Work Session March 17, 2021
Draft Minutes

1. Report on Zoning Articles presented to Select Board March 9, 2021 –
 - reviewed revised order of warrant articles – zoning articles from last year will appear earlier in the warrant as opposed to the traditional position at the end of the article.
 - Question raised as to whether Planning Board will be limited to 3 minutes in responding to petitioned articles
 - Planning Board Public Hearing on Zoning articles scheduled for April 7, 2021.
2. House Size Bylaw Report – reviewed draft, several edits suggested
3. Meeting Structure Process – Board members discussed ways to continue to improve our functioning
 - Return to using checklist from packet to identify missing information at beginning of each project discussion
 - Decrease “new” issues coming up at meetings
 - Members will email the Town Planner by Monday at 4 pm (if possible) with questions, concerns, identification of missing information, identification of important information and any relevant additional documents. Town Planner will share those communications with members ASAP so that all members are able to integrate that material in their consideration of the packet
 - Structure discussion using review criteria in application packet & regulations
 - Training/Workshop Suggestions –
 - Highest Priority
 - Development of Regional Impact (DRI) – Cape Cod Commission Process – ask for staff member from CCC to provide this.
 - Open to other town boards
 - Specifically reach out to Walsh Community Engagement Community
 - Cape Cod National Seashore
 - Other Suggestion
 - Truro Water
 - CPTC – Citizen Planner Training Collaborative for variety of topics