



# Truro Planning Board Agenda

## Remote Meeting

Wednesday, December 1, 2021 – 5:00 pm

[www.truro-ma.gov](http://www.truro-ma.gov)

### Open Meeting

This will be a remote public 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](http://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 **1-866-899-4679** and entering the access code **952-984-397#** 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 Barbara Carboni, Town Planner and Land Use Counsel, at [bcarboni@truro-ma.gov](mailto:bcarboni@truro-ma.gov).

Meeting link: <https://global.gotomeeting.com/join/952984397>

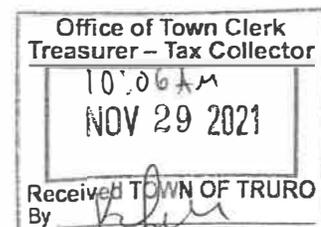
### Public Comment Period

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.

### Discussion – Street Definition

An opportunity for members of the public to comment on the existing street definition in Truro and its implications. We are interested in hearing your thoughts, questions, and suggestions. The current definition is included in the meeting packet.

1. Planner Report
2. Chair Report
3. Draft Planning Board Perspective for the LCPC



#### 4. Potential Bylaws for 2022 ATM

- ◆ Road Definition:
  - Truro Zoning Bylaw Definition of “Street” and Referenced Design Standards
  - 2015 Truro DPW Street Inventory
  - Truro General Bylaws: Additional Road Information – 14-foot box
- ◆ Other Definitions, including: Apartment, Gross Floor Area, Mean Gross Level, Multi-Family Housing, ...
- ◆ Lot Coverage
- ◆ Other

#### 5. Draft Handbook Discussion

##### Minutes

- ◆ October 28, 2020
- ◆ November 4, 2020
- ◆ November 18, 2020
- ◆ December 2, 2020
- ◆ December 16, 2020
- ◆ January 6, 2021
- ◆ January 13, 2021
- ◆ January 20, 2021
- ◆ January 27, 2021
- ◆ February 3, 2021
- ◆ February 10, 2021
- ◆ February 17, 2021
- ◆ July 14, 2021
- ◆ September 22, 2021
- ◆ September 29, 2021
- ◆ October 13, 2021
- ◆ October 20, 2021

Work Session – Wednesday, December 8, 2021, at 5:00 pm

Next Meeting – Wednesday, December 15, 2021, at 5:00 pm

##### Adjourn



**Truro Zoning Bylaw Definition of "Street"**  
**and Referenced Design Standards**

**The following definition of Street is from the Truro Zoning Bylaw, §10.4. Definitions**

**Street.** A public or private way which affords access to abutting property. For the purposes of this bylaw, the terms "street", "road", "way", and "road right-of-way" bear the same meaning. When a street(s) is to be used for lot frontage, the street(s) shall conform to the requirements of the Town of Truro Subdivision Regulations, Section IV, Design Standards (b), (c), and (d) as they existed on January 1, 1989. Street(s) shall have a center line length in excess of 100 feet. For dead-end street(s), this distance shall be measured from the sideline of the layout of the road to be intersected to the opposite end of the layout of the turnaround cul-de-sac. Town of Truro paved street(s) that: (1) have a minimum layout width of 20 feet, (2) were created prior to January 1, 1989, and (3) were accepted by Truro Town Meeting, are exempt from the width requirements of the Town of Truro Subdivision Regulations, Section IV, Design Standards. These accepted public paved ways shall be deemed adequate as lot frontage for the issuance of building permits. The list of accepted Truro public paved ways is available from the Town of Truro Town Clerk upon request.

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**The following is the above referenced Town of Truro Subdivision Regulations, Section IV, Design Standards, (b), (c), & (d) as they existed on January 1, 1989:**

- (b) The minimum width of street right-of-ways shall be 40 feet.
- (c) Property lines at street intersections shall be rounded to provide for a curb radius of not less than 20 feet.
- (d) Dead-end streets shall be provided at the closed end with a turnaround having a property line diameter of at least 80 feet. When ways requiring turnarounds may be extended in future subdivisions, the Board may require only an area equal to the above requirement to be shown and marked "Reserved for Turning". Upon extension of the way through this turning area, the portions not included in the way shall revert to their respective lots.



Road Name	A) Public Way	B) Subdivision Road		C) Way Existing before 12/8/55	Map	Date - Subdivider or L.C. Plan No. - Bk/Pg
		Built	Not Built			
Abby Lane				X	54	Dirt Road - Proprietors Road see 1945/1955 L.C. 25187A
Adams Way			X		46	2002 The J.F.T. Trust 557/97
Andrew Way		X			40, 43	1998 Catherine D. Walters 544/64
Aldrich Road	Y				39, 40	B. 449, P. 425
Alden Circle		X			40	1965 Herbert W. Stranger 195/81
Alden Lane		X			40	1965 Herbert W. Stranger 195/81
Alden Road				X - Not Constructed	30	1924 Pilgrim Heights at High Head 20/5
Alden Way		X			40	1965 Herbert W. Stranger 195/81
Aldens End		X			40	1965 Herbert W. Stranger 195/81
Aldrich End					40	1982 Nene Scharadt 369/18
Allerton Road				X - Not Constructed	30 (No building lots)	1924 Pilgrim Heights at High Head 20/5
Amanda Lane		X			36	1995 J. Allen Kosowsky 509/38
Amber Way		X			39	1980
Amity Lane			X		46	1965
Anderson Way			X		42, 43	12/18/1959
Annie May Way		X			39	1994 Michael & Theresa Silva, Tr. 504/53 (lots rel 2003)
Arrowhead Farm Road		X			35	1987 Herbert Stranger 440/12
Arrowhead Road	Y				22, 32	1956 Layout
Arrowhead Path					32	1969 Herbert W. Stranger 232/7
Atwood Lane					50	1966/7 Stanley G. & Esther J. Chamberlain 210/117
Atwood Road	Y				46	
Aunt Marys Road				X	60/ 65	No Record Found- Dirt Road
Aunt Sals Lane			X	X	52	1949 Geroge Thatcher, Long Dune Ridge 87/59-2
Avery Hill Way					47	1970? L.C.
Avery Way					51	1971 L.C. 16883 - Not Paved
Avocet Road					39	1977 Harold Harris Shearwater
Baker Lane					50, 54	L.C. 28240B Easement (Not a Road?)
Bay Front Lane					35	1974 Bay Village Associates 291/51 & 52
Bay View Drive					39	1968/9 Herbert W. Stranger 227/7
Bay View Path				X	39	
Bay View Road	Y				39	
Bay View Way				X	39	1951 Henry A. Browne & William Shaw 98/11
Bay Village Road		X			35, 36	1987 L.C. 201813B (par. 199 & 200) See Bay Front Ln
Bayberry Lane		X			46, 47	1972 L.C. 31205E (1)
Bayberry Road		X			42	1963 L.C. 32365A (2-6)
Bayside Hills Road					42	1986/7 Bayside Hills Julsan Reatly Trust 431/74
Bearberry Lane					42	1987 Carolyn Dain "The Hill Top at Great Hollow" L.C. 31303B
Benson Lane				X	53	1952?
Benson Road	Y				53	1952 Layout
Black Pond Road				X	61, 62	Proprietors Road - described in various deeds
Blackberry Road					47	1964 Nathaniel Dyer
Blackfish Road					46	1962 Cape Lands Inc. 174/85
Blueberry Lane					47	1969 Ruth Dyer 233/153
Bluefin Lane					42	1974 Francis & Dorothy Mardulier 288/76
Bound Brook Island Road				X	63	

2015 Truro Street Inventory - 4/24/2015 - Based on information available - **this is a continuous working document**

Bradford Road				X - Not Constructed	29, 30	1924 Pilgrim Heights at High Head 20/5
Brewster Road				X - Not Constructed	30	1924 Pilgrim Heights at High Head 20/5
Briar Road				X	59	1976 L.C. 26481
Bridge Lane				X	50	1954 L.C. 20105E 15" Way
Bridge Road	Y				46, 50	
Button Hill Road					53	1994 John M. Thornley 507/29
Cabral Farm Road					42	??
Capt Mayo Drive -N/A			X		17, 18	Town & State Owned - Paper Road
Cardinal Lane				X	39	1939 L.C. 16790 12' Wide & 1960 (Plan D)
Carrs Lane		X*			50	1983 Anne K. Carr *Rd Construction Waivers 380/24
Castle Hill Lane					50	1960 L.C. 30557A shows on the plan
Castle Road	Y				43, 46, 50	
Castle Terrace				X	46	Referenced in 1951 Deed as a 20' ROW
Cemetery Road-N/A					54, 59	Serves as access to Pine Grove Cemetery
Chadwick Road				X	22	1952 Plan of Knowes Hieghts 106/57
Chatham Avenue				X - Not constructed	30, 31	1924 Pilgrim Heights at High Head 20/5
Chickadee Lane					42	1968 Miriam A. Fowler Tube 34 A & B
Church Way				X (Cul-de-Sac 1969)	36	1941 & 1969 L.C. 18138A & B
Circuit Way					58	1976 L.C. 26481
Clarks Road			X		39	1956 Lora Peters 129/43-2 Not constructed owned by P-town
Cliff Road				X - Not Constructed		1924 Pilgrim Heights at High Head 20/5
Coast Guard Lane				X	33	Deed reference to 40' Road
Coast Guard Path				X	33	Deed Reference to 16' ROW 1-10-1931 L.C. Case 14660
Coast Guard Road	Y				33, 34, 37	
Coast Guard Terrace					34	1959 Eilena M. Winter ANR 147/67
Cobb Road					59	1976 Piletus H. Holt LC 29099 & LC40605
Collins Road	Y				51, 55	
Cooper Circle					58, 59	L.C. 29099 1963 Pending
Cooper Road					58, 59	L.C. 29099 1963 Pending
Cormorant Road					39, 42	1977 Harold Harris Pending L.C. 34915
Corn Hill Landing		X			45	1978 Nicolas Brown 321/27
Corn Hill Lane					45	1971 Leroy E. Lippincott 248/35
Corn Hill Path ??					45	There is no road layout, although 2 properties have this address
Corn Hill Road	Y				45, 46	1967 Layout
Cranberry lane					47	1972 L.C. 31205E (2)
Crestview Circle					42	1968 Miriam A. Fowler Tube 34 A & B
Daisy Lane					53	Shows on 1971 ANR Teresa Daisy 250/69
Daniel Lane					39	1988 Rob't Kenny & Wm Dacey 450/47. Lots 1,13,14,15 Excluded from PB Cov. 6312-96. Aldrcih Nominee Trust
Deer Path					47	1972 L.C. 31205E (3) (1st 2 lots) & 1972 37200A
Depot Lane					50	Appears to be created by 1961 ANR 163/75, 1958 142/67, & 1977 314/50. Also, referred to in 1959 Deed
Depot Road	Y				50, 57	
Deschamps Way				X	53	1953 Grace DesChamps 30' ROW off Proprietors Rd 113/145-2



Heron Lane					39	1979 Harold Harris Shearwater L.C. 34915C
Higgins Hollow Road	Y				43,46	1928
Higgins Way			X		46	974 Clark Brown/WF Slade 289/99 Also- Pre-1955
High Head Road	Y				10,11,29	
High Pamet Road			X		50	1913 See Deed 323-99
High Ridge Road					42, 45	1977 Richard Butterfield & Est of John Butterfield 321/8
High Ridge Road Ext		X			45	1985 Bruce Keller 405/27
Highland Avenue			X		22	1952 Plan of Knowes Hieghts 106/57
Highland Light Road			X		37	1945 Shows as "Town Way" 78/113
Highland Road	Y				36, 37	1956 Layout
Highland Terrace			X		22	1952 Plan of Knowes Hieghts 106/57
Highview Lane		X			40	1986 Hillbourne Terrace Trust (Mark Peters) 423/87
Hillbourne Terrace		X			42	1986 Hillbourne Terrace Trust (Mark Peters) Cov Rel '87 423/87
Hilltop Lane					42	See "Bluefin" 1985 Francis Mardulier 405/8
Holden Avenue			X		30	1928
Holsbery Road	Y				50, 54	
Hookers Way					46	1973 L.C.37177A Burton Rice 286/61
Hopkins Way					40	1974 L.C. 38490A
Horseleech Road			X		62	1951 L.C. 23215A
Horton Drive		X			35	2010-004 WEDOHO LLC 636/24
Houser Way					43	1964 Frances V. Wood (shows on plan) 200/109
Huckleberry Lane					47	1969 Ruth Dyer 233/153
Hughes Road	Y				39	
Hutchings Lane			X		39	1955 Referenced as ROW in Aug. deed 918-57
Indian Neck Way				X	39	2000 L.C. 29915-O
Issac Small Lane N/A						Town & State Owned - Paper Road
Jeans Way					46	1966 S. Joseph & Zena Nemetz 212/45
Josephs Road					46	1971 J. Schoonejongen 246/86
Jillmar Lane					45	1979 Nicolas Brown 338/54
Jobi Way					40	1972 Joseph Colliano & Willis Hastings 261/86
Katharine Road				X?	59	1971 L.C. 25480A
Keazer Court ??					51	
Kettle Hole Lane					42	1986/7 Bayside Hills Julsan Reatly Trust 431/74
Kill Devil Road		X			42	2001 Milton Wright (Cov Rel) 568/46
Kimberley Lane				X	34	1958 Berenice Hoskins 143/51
Kings Road aka Collins Road					55, 56, 61	
Kinnikinnick Road -NOT A ROAD					46	1973 20' Easement see Dec. of Easement 1860-75
Knights Way				X	46	1997 Knight Nominee Trs (NO Cov Rel) 535/10
Knowles Heights Road	Y				21, 29	1956 Layout
Kyle Way					39	1988 Rob't Kenny & Wm Dacey 450/47. Lots 1,13,14,15 Excluded from PB Cov. 6312-96. Aldrcih Nominee Trust
Lambrou Lane		X			36	1999 Gregory Lambrou (comp cov rel 13960-129) 553/17
Lauras Way				X	39	2005 Czyoski (complete release 2014) 637/7
Laurel Lane		X			54	1986 Roy Barnhart, Mary Reinhart & Tim Tracy 417/23
Lawrence Way					42	1967 Eve Rosen 213/115

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Leeward Passage									40, 43	1998 The Drysdale Family Trust 546/53
Left Handed Road									46	1995 Timothy & Sally Katzen Dyk 518/93
Lesser Lane									46	1962 Cape Lands Inc. 174/85
Lily Lane									43	Lily & Alfred Realty Trust L.C. 17658E (Pending)
Little Pamet Way									46	1962 Cape Lands Inc. 174/83
Long Dune Lane							X		48, 52	1949 Long Dune Ridge George Thatcher 87/59-2
Longnook Drive									46	1968 Herbert Stranger 226/31
Longnook Lane									46	1970 Herbert Stranger 239/43
Longnook Road	Y								43, 44, 46	
Madley Lane									39	2011-006 Paul Brodeur 641/90
Manomet Way									59	1976 L.C. 264818
Marc Lane									59	1976 L.C. 26481
Maria Rose Path									50	2005 David Drinkwater 627/73
Marian Lane									50	1989 Paul & Nancy Fenichel (NO COV) 463/80
Marsh Hawk Trace									42	1987 Colony Realty Trust 439/44
Marsh Lane									46	2003 Gregory Morris 584/33
Marshall Lane							X		50	1947 L.C. 22032
Martins Way									46	1968 Herbert Stranger 226/31
Marys Way (formerly Carlin's)									45	1999 Mary DiGiovanni 558/33
Matta Road							X		22	1952 Plan of Knowles Heights 106/57
Mayflower Road							X		19, 20	1924 20/5
Meadow Terrace							X		33	1958 Harry T. Pearsall 153/43
Meetinghouse Road (east)	Y								46	
Meetinghouse Road (west)	??									
Meredith Way									35	1981 L.C. 22033D
Merrfield Path									39	1999/2000 Philip & Deborah Richardson 564/33
Mill Pond Road	Y								50,54	
Moon Pond Lane N/A										Town and State Owned - Paper Road
Moon Pond Road							X		19, 22	1952 Plan of Knowles Heights 106/57
Moorings Way (ROW)									46	Described in deed 1080-547, shown on 218/131 as ROW
Morris Avenue									43	2 Plans:1986 C.C.Realty & Builders, Co. 452/11 and 1988 Robert & Viola Morris 452/12
Moses Way									40	1972 Stephen Perry 261/24
Munson Road									52	Dirt Road - No information
Neighbor Lane							X		47	1963 L.C. 31205C
Nelson Drive ??							X		43	Shows on 1973 ANR Plan 278/28
Nilson Road									60	Old Route 6
Noahs Way									50	2009 Bruce Decker 633/63
Noons Drive (Dirt)							X?		39, 42	1969 John Noons 241/41
Noons Heights Road ??									39	Cannot Find any plan or deed references
North Pamet Road	Y								47, 48, 51	
North Union Field Road									40	1972 Stephen Perry (only portion built) 261/24
Obbo Drive									42, 45	2009 MB)-JGO, LLC 634/15
Ocean Bluff Lane							X		37	Dirt Road, 30' ROW described in deeds
Ocean View Terrace									33	1958 Harry T. Pearsall 153/43
Old Bridge Road							X		50	1953 L.C. 25500A(3) 8' Proprietors Way

Old Colony Way					42, 45	1964 RR Deeded (1290-411 & 1275-385) ROW to abutters 187/131
Old County Lane					59	1976 40' Easement, L.C. 264814 Deed says 20' Easement
Old County Road	Y				50,54,59,64	1932 Layout
Old Dewline Road			X		37	Ref. in 1956 Affidavit 963-226 & in 1934 as proprietors road
Old Firehouse Road			X		36	1940 Standish Heights Tr., Joseph Day Trustee 61/131
Old Kings Highway	Y??				30,31,33,40,43,44,47,63,66	
Old Outermost Road			X		40, 41	1941 L.C. 18231A 20' Way
Old Pamet Road			X		50, 51	1951 L.C. 15558C & D
Osprey Way					51	Does not appear to be a Street. Shown on 1970 ANR plan 241/141 Dirt Driveway
Outwater Lane			X		45	1985 L.C. 29915L
Overlook Drive		X			43	1985 Donald Brierly & Maureen Chiarappo 408/43
Paines Way		X			39	1990 Stanley Potts 472/6
Pamet Point Exit			X		60, 65	Appears to be old proprietors road.
Pamet Point Road - Off			X		60, 65	Appears to be old proprietors road.
Parker Drive					39, 43	1968 Miriam A. Fowler Tube 34 A
Payomet Lane		X			45	1978 Nicholas Brown (Const. Waived) 321/27
Pearsall Drive			X			1958 Harry T. Pearsall 153/43
Perrys Road	Y				43,46	
Perrys Hill Way				X	54	Shows on 1957 L.C. 28240A, Dirt, 16.5' way
Peters Pond Road			X		39	1969 John Noons Dirt Road Tube 169
Petersons Road ??					46	Shows on 1973 Helen Rule ANR plan 268/25, Dirt Driveway
Petersonson Way			X		53	1954 Hazel DeC. Francis & Crace A. DesChamps 30' & 20' 117/77
Phats Valley Road			X		54	1973 L.C. 25187C & 1991 Jenny Kaufmann 482/12, shown as old proprietors road
Pilgrim Pond Road					36	1971 Louis English 247/151
Pilgrims Path		X			35	1974 L.C. 36355
Pine Ridge End		X			35, 36	1964 Herbert Stranger 184/113
Pine Ridge Road		X			35, 36	1964 Herbert Stranger 184/113
Poet's Path					54	2004 Teichman, David & Levine, Wendy
Pomps Lot Road			X		43, 46	1971 William Merriss "Paper Road" 252/52
Pond Road	Y				36, 38	1961 Layout
Pond Village Avenue		X			35, 36	1974 Bay Village Associates 291/51 & 52
Pond Village Heights Road		X			36	1971 Alma Scott Thorsen 249/65
Priest Road	Y				39	1953 Layout
Prince Valley Road	Y				54,59	
Prince Valley Way ??					59	ROW noted in deed Bk 2091, Pg 216
Priscilla Road			X		29, 32	1924 Pilgrim Heights at High Head 20/5
Professional Heights Road		X			36	1970 Richard Woodward 245/127 & 1971 R. Woodward 262/30
Quail Hill Road		X*			42	1963 L.C. 32874A (Rd not completed to the end)
Quail Ridge Ext		X			43	1993 Stephen Perry (Construction Waived) 498/37
Quail Ridge Road		X			43	1973 Rogers Dysdale 278/24
Quail Ridge Way		X			43	1973 Rogers Dysdale 278/24

Quail Run				47	1972 L.C. 31205E (2 & 3) & 1972 L.C. 37200A
Quail Way				42	1979 L.C. 32874B & 1963 32874A (Dirt Rd)
Quanset Road				58,59	1976 L.C. 26481B (See Brian Lane)
Rabbit Hill Road				47	1963 L.C. 31205C
Resolutions Road				45, 46	1966 S. Joeseeph & Zena Neimetz "Cathedral Hill" 212/45
Rich Road				54	1969 L.C. 34633A
River View Road		X		50	1995 Depot Road Nominee Tr. 517/92
Rolling Hills Road				58	1957 Dorothy Schroeder 139/131
Rose Hill Lane			X	54	1997 Gary & Guity Becker (Not Constructed) 538/6
Rose Road			X	61	Noted in various deeds pre-1955
Route 6	Y			Multiple Sheets	State Road - MassDOT
Russell Way (& Easement)		X		39	2003 Paul Brandon (Road Constr Waived) 581/87
Ryans Way		X		46	1973 L.C. 37177A Burton Rice 286/61
Ryder Beach Road	Y			58, 59, 63	
Ryder Beach Way			X	63	1968 Robert Ryan (Dirt Driveway) 225/9
Ryder Hollow Road				63	1963 Marjorie Hill 184/123
Sage Ridge Road				39	1985 Clarence & Marjoire McCarthy 406/73
Salt Marsh Lane		X		53, 54	1994 Peter & Anne Poor (Dirt Rd) 593/33
Sams Way			X	24	1993 Samuel Dyer Jr (Not Constructed) 503/18
Sand Pit Road				39	1970 John F. Noons Tube 169
Sandpiper Avenue		X		35	1979 Earl Godwin & Luther Crowell "Clear View Acres" 338/15
Sandpiper Road				58, 59	1976 L.C. 26481
Sandy Lane		X		43	1985 Don Brierly & Mareen Chiarappo 408/43 & 1999 Nickerson Realty Corp. 550/82 aka "Bay Knolls"
Sawyer Grove Road		X		39	1995 Helen Mary Sawyer 512/13
Schardt Way				39, 40	1982 Nene Schardt 369/18
Scrimshaw Street				46	1964 Woodbridge (S. Joseph Nemetz) 189/71
Scrub Oak Way ??				43	Shows on 1966 ANR (John & Jeanne Gainey) 201/143 Shows on 1977 Plan Leroy Lippincott - Driveway - 248/35
Second Landing Way ??				45	
Secor Lane				50	1986 Frank Dickerson 424/29
Shore Road	Y			1-3, 5 - 10, 12, 13, 16, 17, 20-22, 35, 36, 39	
Short Lots Lane		X		43	1991 Stephen Richard & John Perry 482/14
Short Street		X		46	1991 Raymond Cabral 482/62 (Rec'd a Var from ZBA)
Sky View Drive		X		42	1974 John & Richard Butterfield 284/88
Skylar Lane				54	1984 Christopher Winfiled & Andrea Johnson 385/5 No Covenenat Release Found
Slade Hill Road ??				50	Shows on 1967 ANR Est. Irene Slade 213/5
Slough Pond Road			X	61, 62	Ref. in old deeds and plans
Snow Field Road	Y			46	
Snows Road				46	1964 Woodbridge (S. Joseph Nemetz) 189/71
Society Lane				46	1971 J. Schoonejongen 246/86
South Bridge Path			X	50	1949 L.C. 21890A
South Highland Road	Y			37, 39, 40	1952 Layout

South Highland Way ??					39	Shows on 1965 ANR Harold Burbridge 197/49-2
South Hollow Road	Y				37, 39	
South Pamet Road	Y				48, 57, 52	
South Pamet Way		X			51	2005 John & Freda Snow (Rd Const Waived) 603/68
Souzas Way					46	1962 Cape Land Inc. 174/83 & 1987 Gregory & Elizabeth Candis 472/42
Spyglass Hill Road		X			58, 59	1986 L.C. 26481J
Standish Way	Y				36	1967 Layout
Starbuck Road					35	1967 L.C. 21954C
Stephens Way			X		53,54	Various old deed ref and plans
Stick Bridge Road					54	Old deed ref and plans
Stoney Hill Road		X			46, 47	1987 Truro Realty Trust 452/17, See also 368/96
Story Book Lane		X			43	1989 Warren & Rudelle Falkenburg 511/6 (Rd Const. Waived)
Sturdy Way					58	Shows on 1957 Dorothy Schroeder 139/131; 1963 Joseph Duarte 181/117; 1971 Justin Kaplan 241/11; 1971 William Sturdy 257/69; 1979 J. Grant Burke, RT 338/43
Sunset Lane		X			42	1981 Nicholas Brown 353/25
Sunset Road			X		22	1952 Plan of Knowles Heights 106/57
Swale Way					47	1971 LC 1688H
Sylvan Lane					43	From #14 to End 1966 Sylvia Epstein 203/115 & 1970 Sylvia Epstein 244/133. From Old Rte 6 to Twining Rd 1967 Allan Klorick (North side of rd.)
Sylvias Way					43	1966 Sylvia Epstein 203/115 & 1970 Sylvia Epstein 244/133
Thorney Meadow Road		X			53	1993 John Thornley 498/36
Tillie Way		X			46	2005 Robert Mahoney & Martha Webber 603/80
Toms Hill Path			X		45, 49	1938 L.C. 16928A
Toms Hill Road	Y				46	
Towhee Lane					53	1st part shows on 1971 ANR Theresa Daisey 250/69
Town Dump Road	Y				55	
Town Hall Road	Y				46	
Truro Center Road	Y				46, 50, 51	
Tryworks Road					46	1962 Cape Land Inc. 174/83
Turnbuckle Way					43	1972 Joan Fenichel 266/59
Turnstone Road					39	1980 L.C. 34915E
Twine Field Road	Y				35, 36	1952 Layout
Twining Road					43	1967 Allan Klonick 214/71
Uncle Irvs Way			X		41, 44	1948 L.C. 18231H
Union Field End					47	1971 Nathaniel Dyer 248/39
Union Field Road					47	1965 L.C. 31205D
Valentina Way??					60, 61	Appears to have been created by 1968 ANR Valentine Rose 229/59
Walsh Way??					43	Ref. in Deed Bk. 1091, Pg. 549
Warren Place					46	1962 Cape Land Inc. 174/83

Waterview Heights Road			X		22		1985 L.C. 11740Q
Well Sweep Lane			X		53		1953 Ref in Deed Bk. 865, Page 24 - 10' ROW
Whale Watch Drive			X		24		1989 L.C. 11740R
Whitmanville Road	Y				43, 46		
Windigo Lane			X		35		1967 L.C. 21954C
Yacht Club Road					50		1972 John Worthington
Yellow Brick Road			X		36		207 John Reis, Inc. 621/55
Zazu Lane			X		40		1996 Gary & Donna Doss 527/86

**KEY**

<u>Color</u>	<u>Type of Street/Road</u>	<u>Number of Each</u>
	A - Town Street/Road	46
	B - Subdivision Street/Road - Complete	80
	B - Subdivision Street/Road - Requiring Further Research and/or Inspection/Review	101
	B - Subdivision Street/Road - Road has not been constructed	27
	C - Street/Road created prior to December 8, 1955	63
	Other - Street/Road listed as such; however there is either not adequate information to determine the status of the "street/road" or it is not a street/road.	29

If you have additional information regarding the status of any of the streets listed here, please contact Charleen Greenhalgh, Assistant Town Administrator/Planner at [asstownadm@truro-ma.gov](mailto:asstownadm@truro-ma.gov) or 508-349-7004 x-27. Thank you



## TRURO – Additional Road Info

### Truro General Bylaws

**1- 9-13 Public Safety Clearing.** In order to provide safe passage for safety and emergency vehicles and personnel the following standards/requirements for the clearing of vegetation of private ways (“roadways”) and driveways in excess of fifty (50) feet in length, shall be met:

1-9-13-1 The traveled way of any roadway or driveway shall be no less than eight (8) feet wide.

1-9-13-2 The combined traveled way and clearance of any obstacles including vegetation shall be no less than fourteen (14) feet.

1-9-13-3 Height clearance shall be no less than fourteen (14) feet from the road surface.

1-9-13-4 If boundaries do not allow full compliance with 1-9-13-1 and 1-9-13-2, then the required width shall be reduced to the full width the current physical boundaries allow.

1-9-13-5 Compliance Required, Violations and Penalties: Every roadway and driveway in excess of fifty (50) feet shall be in compliance with these requirements within one (1) year of the date of adoption, May 2, 2014. Those roadways and driveways not in compliance shall be subject to a penalty as described in Appendix A of these general bylaws.

*(4/2013[eff 8-5-2013])*



**From:** [Barbara Carboni](#)  
**To:** [Elizabeth Sturdy](#)  
**Subject:** FW: Street Definition Discussion  
**Date:** Monday, November 29, 2021 9:42:04 AM  
**Attachments:** [TPRTA\\_PB\\_street\\_def\\_policy\\_112821\\_final.pdf](#)

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Barbara Carboni  
Town Planner and Land Use Counsel  
(508) 214 0928

-----Original Message-----

From: TPRTA Truro <[tpрта@tpрта.org](mailto:tpрта@tpрта.org)>  
Sent: Sunday, November 28, 2021 11:08 AM  
To: Anne Greenbaum <[agreenbaum@truro-ma.gov](mailto:agreenbaum@truro-ma.gov)>; Steve Sollog <[ssollog@truro-ma.gov](mailto:ssollog@truro-ma.gov)>; Jack Riemer <[jriemer@truro-ma.gov](mailto:jriemer@truro-ma.gov)>; Bruce Boleyn <[bboleyn@truro-ma.gov](mailto:bboleyn@truro-ma.gov)>; Richard Roberts <[rroberts@truro-ma.gov](mailto:rroberts@truro-ma.gov)>; Ellery Althaus <[ealthaus@truro-ma.gov](mailto:ealthaus@truro-ma.gov)>; Paul Kiernan <[pkiernan@truro-ma.gov](mailto:pkiernan@truro-ma.gov)>  
Cc: Barbara Carboni <[bcarboni@truro-ma.gov](mailto:bcarboni@truro-ma.gov)>; Darrin Tangeman <[dtangeman@truro-ma.gov](mailto:dtangeman@truro-ma.gov)>  
Subject: Street Definition Discussion

Thank you for re-opening the discussion on the definition of street in Truro. We understand this is a complex matter and at the same time hope that what we have all learned since this effort began in 2013 will allow Truro to find a way to effectively thread this needle and develop a viable bylaw that recognizes what is on the ground as well as what is best suited to Truro's circumstances.

We offer some suggestions in the attached for your consideration and look forward to constructive participation in the coming discussion. If there is any added way we can help, please let us know.

Thank you -

Anthony Garrett, President

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



**T R U R O**  
**PART-TIME**  
**RESIDENT**  
**TAXPAYERS'**  
**ASSOCIATION**

**Board of Directors:**

Anthony Garrett, President  
Regan McCarthy Vice President  
Cathy Haynes, Past President  
Frank Korahais, Secretary  
Gail Pisapio Treasurer / Clerk

Tom Bow  
Eileen Breslin  
David Daglio  
Ron Fichtner  
Mark Hammer

Caroline Smith  
Peter Sullivan  
Peter Weiler  
Steve Wynne  
Andy Smith (Emerit.)

P.O. Box 324 · Truro, MA, 02666  
tprta@tprta.org · www.tprta.org

Truro Planning Board  
Truro Town Hall  
Truro, MA 02666

November 28, 2021 | via email

**Re: Street Definition Discussion | December 1 meeting**

Dear Ms. Greenbaum and Members

As you may know, TPRTA has called for a change to Truro's street definition since at least 2013 for one simple reason: the current definition requires 40 feet width, a requirement that no road in Truro meets, with the exception of a small portion of State Highway (Rt 6) from the Rt 6A split to the Provincetown line. This means that with the exception of Truro's Town roads which are exempted from this requirement, 230+ public and private roads in Truro are non-conforming roads. Thus the adequacy of frontage of properties on these roads may be in question, with serious implications for properties seeking permits for renovations/alterations, new construction, septic upgrades, and sales, among other actions requiring town permits based on conforming frontage. While in some cases, the ZBA can grant relief, with an issue of this scale this is not a practical, effective or economical solution.

We believe the **Zoning Bylaw found in Section 10.4** should be changed so that there is no question that the road width of existing ways that meet the Town's minimum requirement for safety and adequacy in the **General Bylaws (Section 1-9-13)** are considered legal and conforming ways for frontage. We also recognize that having a definition that conforms to State road width requirement is important for many reasons as well.

For this reason, we ask the PB to consider **adding needed exemptions to Zoning Bylaw (Section 10.4)** to be harmonized with related design requirements. These exemptions could cover various "road" scenarios including exempting ways that **meet the General Bylaw requirement of Section 1-9-13** for the "14 foot box" on the ground **and** that, for example,

- are contained in an approved subdivision plan; and/or
- are on any ancient way never discontinued by the Town; and/or
- existed on the ground prior to 2021 (or xx date); and/or
- are ways on which two or more residential or commercial structures are taxed; and/or
- are the frontage and access for two or more prior approval(s) of building permits for any property along said way.

Perhaps there are other, better ways to frame these exemptions, but the aim is to make clear that existing ways on which construction already has occurred are acceptable for frontage and access (assuming the plans otherwise meet zoning requirements) in respect of new construction, alteration, septic upgrades, and sale. The benefit to the entire Truro community is unquestionable and clear.

Thank you for your consideration.

Anthony Garrett, President

## DRAFT PLANNING BOARD PERSPECTIVE FOR THE LCPC

11/14/21

As the LCPC ramps up its work, the Truro Planning Board wants to share our thoughts regarding some of the issues we are currently discussing. Truro's two greatest assets are its people and the natural environment. Balancing these assets in order to preserve the beauty that attracts people to Truro while maintaining our economic viability and supporting a year-round sustainable population is our overarching challenge. Some of the key areas upon which we are currently focusing include:

### 1) Water Quality

- a) According to the 2014 Wesson & Samson report (with 2018 Phase II report) – Truro can maintain water quality through build out as identified therein, without needing to build water and wastewater infrastructure.
  - i) This study was completed before bylaws allowing ADU's by right and Year-Round Condo Conversion and prior to the Board of Health mandating replacement of all cesspools by 2023.
  - ii) At the same time, technology to improve wastewater treatment has continued to improve.
- b) Identify long term strategies for protection and utilization of the freshwater lenses that underlie Truro. These lenses are our only source of potable water.
- c) Assess and monitor the impacts of continued growth and recent or proposed legislation changes on our water resources. The Planning Board is looking at proposed and potential developments and bylaws with this in mind.
- d) As part of the Intermunicipal Water Agreement Between the Town of Provincetown and the Town of Truro, the Town of Truro agrees "it will actively support and cooperate with the Town of Provincetown with respect to planning for and implementation of long-range water supplies and with respect to the improvement of present water supplies for the mutual benefit of both towns."

### 2) Housing

- a) The Truro Housing Production Plan only addresses certain types of housing.
- b) The Truro Housing Authority is currently starting a new housing assessment process.
- c) To effectively plan for future development, we need comprehensive information on what the actual needs are and identification of the target groups each project is intended to serve.
  - i) Rental vs Home Ownership
  - ii) Affordable
  - iii) Workforce
    - (1) Year Round
    - (2) Seasonal
  - iv) Senior
  - v) Deed restricted home ownership

- d) What is Truro's Build-Out Number? - how many lots are available and for what types of housing or commercial development? What limitations are applicable or appropriate to the remaining undeveloped residential lot inventory?
- e) What are ways to increase housing diversity that are consistent with character and natural resources of Truro?
  - (1) ADU by right –
    - (a) Relatively fast way to increase housing stock.
    - (b) Are there ways to incentivize ADU's? There may be low cost/forgivable loans available using Covid 19 funding thru Community Development Partnership.
  - (2) ADU's increase rental housing options across Truro but presently do not count toward Subsidized Housing Inventory.
    - (a) What is needed to have them counted as SHI inventory?
  - (3) Year-round Condo Conversions
    - (a) Has this increased home ownership for Truro residents as was given as a rationale for doing this?
    - (b) Is it possible for future conversions to include a percentage of units that are affordable/workforce housing?
    - (c) What consequences are expected - or observed - as a result of these conversions? What are the limits?
  - (4) What other means are available to the Town to diversify housing stock and which ones count toward our SHI inventory and which do not.

### 3) Impacts of Climate Change

- a) Coastal Resilience
  - i) Construction activity in coastal dunes – building, tearing down, moving homes.
    - (1) What are the impacts, how can the impact be mitigated?
    - (2) Are there best practices?
  - b) Flood Zone Management – required bylaw being developed from Cape Cod Commission model bylaw by Town Planner and Town Health Agent.
  - c) Lot coverage and Carbon sequestration - preserving green space on lots.

The Planning Board looks forward to working with and sharing information with the LCPC.



# TOWN OF TRURO

## PLANNING BOARD

Meeting Minutes

January 27, 2021 – 2:30 pm

REMOTE PLANNING BOARD WORK SESSION

**Members Present (Quorum):** Anne Greenbaum (Chair); Steve Sollog (Vice Chair); Jack Riemer (Clerk); Paul Kiernan; R. Bruce Boleyn; Peter Herridge; Rich Roberts

**Members Absent:** One open membership on the Board

**Other Participants:** Barbara Carboni – Interim Town Planner and Counsel; Liz Sturdy – Truro Office Assistant; Fred Gaechter – Member of the Climate Action Committee (CAC)

Remote meeting convened at 2:32 pm, Wednesday, January 27, 2021, by Chair Greenbaum who announced that this was a remote meeting which is being broadcast live on Truro TV Channel 18 and is being recorded. Interim Town Planner and Counsel Carboni also provided information as to how the public may call into the meeting or provide written comment.

Chair Greenbaum welcomed Rich Roberts as the newest Member of the Planning Board and noted that he was not yet sworn in, but he was able to attend this meeting as it was a work session only. Chair Greenbaum then asked Members to introduce themselves. Member Roberts expressed his appreciation to the Members and looked forward to working with them. Chair Greenbaum commented that the other Members were available to assist Member Roberts in anyway.

### **Public Comment Period**

Public comment, for things not on the agenda, was opened by Chair Greenbaum and there were no individuals who made public comments.

### **Work Session**

Chair Greenbaum opened the joint meeting with Members and Mr. Gaechter of the CAC. Chair Greenbaum gave a brief overview as to the necessity of the joint sessions between the Planning Board, represented by Member Riemer, and the CAC, represented by Mr. Gaechter. Mr. Gaechter introduced himself to Member Roberts and noted his public service to the Town of Truro as a former Member of the Select Board, and current President of the Truro Conservation Trust (TCT). Additionally, Mr. Gaechter serves on the CAC and on the Walsh Property Committee. Mr. Gaechter stated that he had seen Member Roberts' interview last night and he was impressed. Mr. Gaechter further told Member Roberts that he was glad to see Member Roberts serve the community and that he looked forward to Member Roberts' participation. Member Roberts thanked Mr. Gaechter.

Mr. Gaechter provided a summary as to how the Planning Board and CAC joined forces to deal with environmental and climate change issues. The TCT had recently purchased a couple of pieces of property on Laura's Way overlooking Pilgrim Pond when a buyer purchased 10 Laura's Way and clear-cut the property prior to new home construction which was an embarrassment. Mr. Gaechter advised the CAC to develop a rule or regulation that would inhibit the removal of trees, or bushes, from an environmental perspective or climate change perspective. The CAC agreed to take this on as a project and contacted the Planning Board to collaborate and bring progress to each committee. Mr. Gaechter stated that the TCT has an internal policy that the TCT does easement trimming on its trees when abutters ask for clearing trees which have matured. In the event of a tree removal to improve an abutter's view, the TCT required a similar tree be provided by the abutter for planting on the TCT property. Mr. Gaechter pointed out that small plants (such as mushrooms) along with trees and bushes are critical for carbon sequestration. Mr. Gaechter suggested that it would be helpful to enlist an arborist to participate in an advisory capacity for regulation creation. In addition to construction, Mr. Gaechter also opined that water views are very significant to residents' property values so clear-cutting is common year-round and proper irrigation for plant survival are areas which the Planning Board and CAC may want to address through regulation or bylaw. Mr. Gaechter turned over the discussion to Member Riemer who thanked him. Member Riemer recognized that the clear-cutting on Laura's Way but also added that there was an earlier significant incident that occurred previously several years earlier in Truro. The environmental incident was at a primitive campground area, known as the Adventure Bound site, and is currently under litigation with a "stop work" order. Member Riemer commented that this issue occurred at residential lots but at commercial lots as well. Member Riemer further added that the Planning Board and CAC should also consider setbacks and he has reviewed five Truro bylaws which identify the value of natural ground cover. Chair Greenbaum thanked Mr. Gaechter and Member Riemer for their input and then asked Members for the general reactions to what was stated. Member Kiernan told Member Roberts that he has been involved with the Planning Board on and off since 1992. Member Kiernan pointed out that the bylaw has a definition for "lot coverage" but it has not been used. Member Kiernan added that the bylaw does have a requirement that nothing be built within 25' of the lot line and that may be a place to start. Member Kiernan recommended that language that may be acceptable at the upcoming ATM may state that "within the lot line setback the natural environment shall be preserved." Member Kiernan stated that would make it very clear that clear-cutting was not permitted.

Chair Greenbaum noted that the Planning Board only does Site Plan Reviews only in the Seashore District and not in the Residential District. Chair Greenbaum added that the language that Member Kiernan recommended is one concept and wanted to hear from other Members. Chair Greenbaum called on Member Herridge for his input and he stated that he had no comment. Chair Greenbaum then asked Members if there should be a requirement of a minimum percentage of ground cover on a lot such as to prevent "Greenwich, Connecticut lawns". Vice Chair Sollog commented that he didn't have a path forward now, but he would have a problem if he bought an empty \$100,000 lot in Truro and then was told that he couldn't do what he wanted with the lot. Vice Chair Sollog said he fully supported that it was time to keep Truro beautiful and that lawn regulations would be difficult to achieve. Vice Chair Sollog further added that residents should be persuaded to do the right thing with literature and education during the Truro building permit application process. Mr. Gaechter noted that in his neighborhood, that is governed by a covenant, the residents who purchase property there are grateful for the protection of the environment and it is a positive reason why they purchase. Mr. Gaechter opined that there are ways of convincing people that protecting the local environment around them benefits them because it increases their property values, and it increases their experiences living in Truro. Mr. Gaechter said that he is not as pessimistic as others and that the solution may be both

voluntary and regulatory. Member Riemer thanked Mr. Gaechter and Vice Chair Sollog for their comments and added that any proposals should be well thought out and a clear stated purpose. Member Kiernan asked Interim Town Planner and Counsel Carboni if she knew a way to prevent clear-cutting and Interim Town Planner and Counsel Carboni said that she didn't have a legal answer beyond current regulations. Interim Town Planner and Counsel Carboni opined that this may be more a situation of culture within Truro and what the residents may express at the ATM. Member Kiernan noted that there is not a lot of forest remaining in Truro, so he suggested exploring what other Cape towns have done successfully in eliminating or reducing clear-cutting. Mr. Gaechter said that he had checked with the Cape Cod Commission (CCC) that also provided him with a model bylaw that addressed this issue. Mr. Gaechter added that not one Cape town had passed a bylaw which prohibited clear-cutting. Chair Greenbaum stated that the key may be in restricting clear-cutting in the setbacks and Member Riemer pointed out that education to maintain the preservation of the natural habitat. Member Riemer suggested proposing a general bylaw at the next ATM as only a majority is required to approve. Next steps for Mr. Gaechter and Member Riemer were discussed and Mr. Gaechter asked for what the general bylaw would be. Chair Greenbaum also suggested that the Planning Board could look at its current bylaws to see if the Planning Board could amend a current bylaw. Mr. Gaechter asked what enforcement tools were available to pursue violators of bylaws and Interim Town Planner and Counsel Carboni stated that citations would go through District Court and other complaints would go through Land Court. Chair Greenbaum suggested that regulations may be a way to raise this issue and encourage Truro residents to maintain a natural buffer within the setbacks. Presenting this at ATM, Chair Greenbaum opined, may also be a good way to measure public support and then determine if a bylaw later would be supported by the residents. Member Kiernan also suggested utilizing the Building Inspector and the Conservation Commission in this process. Chair Greenbaum said speaking with the Building Inspector would determine if this would be feasible and Vice Chair Sollog stated that he would support a handout encouraging the preservation of the natural environment within the setbacks be distributed to the applicant at the time of applying for a building permit. Chair Greenbaum said that she and Mr. Gaechter would review their notes and determine the steps forward for Mr. Gaechter and Member Riemer. The Members thanked Mr. Gaechter and he left the meeting.

Chair Greenbaum then opened the discussion of the Growth Management Bylaw (40.6) that expires on December 31, 2021. The bylaw limits the permits for 40 single-family houses in any calendar year with carryover to the next year. Chair Greenbaum provided historical data for the building permits issued for new single-family units over the last four years:

- 2020 – 12 permits issued
- 2019 – 3 permits issued
- 2018 – 20 permits issued
- 2017 – 12 permits issued

Member Herridge suggested that reducing the permits from 40 to 20. Member Kiernan stated that he didn't want the bylaw to expire. Member Riemer stated that the cap is necessary to ensure the rural character of Truro and preservation of natural resources. Member Riemer and Member Herridge both suggested that condominium conversions should be addressed as well. Member Roberts said he favored the reduction of building permits and the removal of the carryover provision. Chair Greenbaum stated that there was unanimous support of Member Roberts' suggestion by the other Members and further noted that the current bylaw limited building permits to a maximum of six (6) per month. Chair Greenbaum asked if any Members were aware of how the monthly limit was determined and Member

Roberts suggested that it may be what Town Hall could manage. Chair Greenbaum said it may be more of an equity thing based upon the time of year that a buyer buys a vacant lot. Member Kiernan would like to gather the data of monthly building permits from 2015 to the present so the Planning Board could review the information. Member Roberts suggested that it is more important to focus on an annual number versus the monthly number. Member Riemer said that previously the Planning Board would receive a monthly printout of building permits issued by the Town of Truro and Chair Greenbaum said that she would coordinate for this information starting this month. Chair Greenbaum summarized the Planning Board's collective agreement towards Bylaw 40.6 this evening:

- Await the building permit data to be collected by Member Kiernan and reviewed by Members
- Reduce the number of building permits by half
- Remove the carryover provision
- Not touch the number of building permit applications by month

Chair Greenbaum emphasized the need for public input as well as the inclusion of local contractor input. Member Kiernan opined that if contractors supported the changes, it would be well received by the public. Chair Greenbaum then reviewed the list of Truro contractors with additions made by Members. Interim Town Planner and Counsel Carboni asked if attorneys should be included as eventually attorneys do get involved. Chair Greenbaum said that "maybe" attorneys could be added, and Member Kiernan suggested the addition of several realtors. Chair Greenbaum noted that realtors could be a "maybe".

Chair Greenbaum then opened the discussion on the Report of the Impact of the Residential District House Size Bylaw. Chair Greenbaum noted that in the Members' packets were the information that Planning Board could use and a copy of the Chilmark report two years after Chilmark passed a similar bylaw. Chair Greenbaum noted that the one piece of information she and Member Kiernan could not obtain was total square footage. Chair Greenbaum noted that in the Residential District, between November 2017 to the present, there were no special permit applications to the ZBA for extra square footage. Members expressed their surprise at this information and Member Herridge opined that land in the Seashore District was more expensive and that may be the disparity. Chair Greenbaum stated that they can obtain the number of new single-family homes and the number of alterations for living spaces but didn't include installation of insulation or new roofs. Member Kiernan also looked at the cost of the building permit to assess the building project costs and examined what percentage of the project money stayed in Truro. Chair Greenbaum asked Members for their input and Member Riemer noted that any development had an impact on Truro's carbon footprint, and he wanted to link that issue to this discussion. Member Boleyn added that in addition to lengthening the process the answer that Member Riemer is seeking may not be determined at this point. Chair Greenbaum stated that she and Member Kiernan have their next steps and their assignment.

Chair Greenbaum once again welcomed Member Roberts. Chair Greenbaum reminded Member Kiernan that she and he needed to meet with Truro Office Assistant Sturdy this week to sign Member Roberts' appointment. Chair Greenbaum asked for a motion to adjourn.

**Member Boleyn made a motion to adjourn at 4:04 pm.**

**Member Kiernan seconded the motion.**

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

All the Members warmly welcomed Member Roberts to the Planning Board before the Members left the meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Alexander O. Powers". The signature is fluid and cursive, with a large initial "A" and "P".

Alexander O. Powers  
Board/Committee/Commission Support Staff





## TOWN OF TRURO

### PLANNING BOARD

Meeting Minutes

February 3, 2021 – 5:00 pm

REMOTE PLANNING BOARD WORK SESSION

**Members Present (Quorum):** Anne Greenbaum (Chair); Steve Sollog (Vice Chair); Jack Riemer (Clerk); Paul Kiernan; R. Bruce Boleyn; Peter Herridge; Rich Roberts

**Members Absent:**

**Other Participants:** Barbara Carboni – Interim Town Planner and Counsel; Liz Sturdy – Truro Office Assistant; Ben Zehnder – Attorney for Anne Peretz – Applicant and Cheryl (Perry) Costa - Applicant; Chris and Christine Dragon - Applicants

Remote meeting convened at 5:02 pm, Wednesday, February 3, 2021, by Chair Greenbaum who announced that this was a remote meeting which is being broadcast live on Truro TV Channel 18 and is being recorded. Interim Town Planner and Counsel Carboni also provided information as to how the public may call into the meeting or provide written comment.

**Public Comment Period**

Public comment, for things not on the agenda, was opened by Chair Greenbaum and there were no individuals who made public comments. Chair Greenbaum acknowledged Chris Lucy of Glacier Drive in Truro. Mr. Lucy noted that he is frustrated and confusing as to what direction the Planning Board is pursuing specifically in the case of the Cloverleaf project and pursue those needs. Mr. Lucy further stated that the Planning Board seemed focused on all things other than affordable housing. Member Riemer offered a point of order, and he was recognized by Chair Greenbaum. Member Riemer noted that Planning Board is limited to those items that the public would like to see on the agenda and not for scolding. Member Kiernan then joined the meeting via telephone and was identified as Caller #3.

**Public Hearing (Continued)**

**2020-006/SPR – Anne Labouisse Peretz; William T. Burdick & Richard C. Vanison, Trustees, Dune House Nominee Trust** for property located at 112 North Pamet Road, Truro, MA (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 an existing single-family dwelling in the Seashore Zoning District and construction of a 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. Mr. Zehnder greeted the Members and requested a continuance to February 17, 2021 from the Planning Board as the applicant has hired a landscape designer to inventory the property to determine if there is indeed broom mulberry in any disturbed areas, and additionally, the architect has redesigned the home to bring it back from the boundary and the home's new height calculations will not exceed the Town's

bylaw. Chair Greenbaum asked the Members for any questions or concerns and there were none. Chair Greenbaum asked for a motion to continue this matter to February 17, 2021.

**Member Herridge made a motion to continue this matter to February 17, 2021.**

**Vice Chair Sollog seconded the motion.**

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

Chair Greenbaum asked Mr. Zehnder to ensure that the new architectural plans be submitted as soon as possible, and Mr. Zehnder replied that those plans were completed but that he wanted to wait until the landscape design was done and submit as one completed packet. After a brief discussion, Mr. Zehnder agreed to submit the new architectural plan immediately so the Members could review it prior to the next meeting, and he will submit the landscape design as soon as it is completed.

Chair Greenbaum asked the Members if they would bring forward **2020-011/PB – Samantha Perry, Hillside Farm, LLC** ahead of the scheduled Public Hearing as Mr. Zehnder represented the applicant and this would allow him to leave this meeting and attend a ZBA meeting in Wellfleet, MA. There were no objections.

#### **Board Action/Review (Continued)**

**2020-011/PB – Samantha Perry, Hillside Farm, LLC** seeks approval of Form A – Application for Determination that Plan Does Not Require Approval (ANR) pursuant to Section 2.2 of the Town of Truro Rules and Regulations Governing the Subdivision of Land with respect to property at 23 Perry Road, Truro, MA, Map 45, Parcel 131. Mr. Zehnder requested a continuance to February 17, 2021, and he is preparing a letter for his client to submit to Interim Town Planner and Counsel Carboni in the next several days. Interim Town Planner and Counsel Carboni had no objection. Chair Greenbaum asked for a motion to continue this matter to February 17, 2021.

**Member Boleyn made a motion to continue this matter to February 17, 2021.**

**Member Herridge seconded the motion.**

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

Chair Greenbaum thanked Mr. Zehnder and he thanked the Members before he left the meeting.

Chair Greenbaum then opened the public hearing in the matter of 2021-001/SPR – Chris Dragon.

#### **Public Hearing**

**2021-001/SPR – Chris Dragon** for property located at 40 Highland Road, Truro, MA (Atlas Map 36, Parcel 172). Applicant seeks a Residential Site Plan Review under Section 70 of the Truro Zoning Bylaw for renovation of an existing 1947 home on 3.06 acres: add a 10 x 10 mudroom and 24 x 24 garage in the Seashore Zoning District. Chair Greenbaum welcomed Chris and Christine Dragon (Applicants). Chair Greenbaum announced that the public hearing was open, will continue to the next Planning Board meeting, and that no decision would not be rendered tonight to give the public an opportunity to comment on the application as a matter of policy. Chair Greenbaum invited Mr. Dragon to provide a brief overview of the application request. Mr. Dragon stated that they are renovating the main house and some structural work in the basement to ensure the stability of the home as well as the construction of the garage which will have an upstairs bedroom. Interim Town Planner and Counsel

Carboni stated that there was no need for relief due to any nonconformities and there will be the installation of a new septic tank. Interim Town Planner and Counsel Carboni did ask that the applicants provide a signed and stamped plan prior to the next meeting. Mr. Dragon stated that they are managing this project themselves and has a contractor identified for the project. Chair Greenbaum and Interim Town Planner and Counsel Carboni assisted the applicants as to the required requirements which the applicants must submit to the Planning Board. Interim Town Planner and Counsel Carboni offered to assist the applicants through this process. Chair Greenbaum further clarified the Planning Board's expectations and Mr. Dragon agreed that he understood and was appreciative for the help. Chair Greenbaum asked Members if they had questions or concerns. Chair Greenbaum also noted that a Planning Board site visit had to be scheduled. Member Roberts noted that on the application there was reference to a deck but on the floor plan there is a sunroom. Mr. Dragon said that there will not be a sunroom as it was proposed but there will be a deck. Chair Greenbaum added that it is important for the applicant to provide accurate information to help move the applicant through the process. Chair Greenbaum added that there would be a site visit to the property on February 16, 2021, at 2:30 pm prior to the next Planning Board meeting. Member Rimer asked for a schedule of building materials to indicate shingles or clapboards and Mr. Dragon said that they were using shingles. Member Rimer also suggested that the Health Department may want to comment on the Areas of Critical Interest in the Weston & Sampson Report regarding the Integrated Water Resources Management Plan, Phase 1 as this project falls into this area. Mr. and Mrs. Dragon expressed concern about the Members' comments and wondered if the Planning Board was going to deny the application as this was not vacant land. Chair Greenbaum assured the applicants that the Planning Board was not attempting to derail the renovation project. The applicants did ask for clarification as to what was required for the site visit and Chair Greenbaum addressed those questions. Chair Greenbaum asked the applicants to submit the new architectural plan prior to the site visit and that plan could be included in the packet for the next meeting. Chair Greenbaum also noted that the applicants had indicated in the application their desire to recreate a 1947-era home, and in the future, make the home their permanent home. The applicants thanked the Members for their efforts. Chair Greenbaum asked for a motion to continue this matter to February 17, 2021.

**Member Boleyn made a motion to continue this matter to February 17, 2021.**

**Member Herridge seconded the motion.**

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

Mr. and Mrs. Dragon thanked the Members and left the meeting.

### **Board Action/Review (Continued)**

Chair Greenbaum then led the discussion on the potential 2021 Annual Town Meeting (ATM) articles. The Members reviewed the Growth Management Bylaw and the recommendations that were made at the last work session to include the reduction of single-family home permits from 40 to 20 in any calendar year with no carryover to the following year. Member Kiernan stated that the reduction would not adversely affect local builders at all, yet Member Kiernan further suggested that there should be a public hearing to get the public's input on these internal Planning Board recommendations before any final decision is made. Chair Greenbaum noted that it would be best to have a hearing sooner and suggested a hearing within the next two weeks. Chair Greenbaum added that local builders, unable to attend the hearing, could still provide input via email. Member Boleyn and Member Herridge agreed that the public hearing was essential before a decision was made. Truro Office Assistant Sturdy noted that it may be better to push it out beyond two weeks as it may be too late to put a notice in local

newspapers including The Banner. Interim Town Planner and Counsel Carboni noted that anything less than two weeks public notification ahead of a public hearing was not in accordance with 40A Section 5. Chair Greenbaum then asked for Members' input for a public hearing on February 24, 2021, at 5:00 pm. Vice Chair Sollog commented that if an existing bylaw is recommended for further limitations by the Planning Board, Members must be prepared to provide the Planning Board's motives, intent, and the desired outcome of the added limitations to the bylaw. Vice Chair Sollog added that the Members should discuss this openly ahead of the public hearing on February 24, 2021. Chair Greenbaum said that was a great suggestion and will be discussed at next week's Planning Board work session. Chair Greenbaum instructed Interim Town Planner and Counsel Carboni and Truro Office Assistant Sturdy to prepare and send out the public notification.

Chair Greenbaum noted that the collaboration between the Planning Board and the Climate Action Committee (CAC) was ongoing and there were no new updates.

Chair Greenbaum opened the discussion on the policy regarding late submissions to the Planning Board. Chair Greenbaum said that she reached out to Chair Tracey Rose at the Board of Health who confirmed that they have the same problem and glad to hear that the Planning Board is acting on this topic. Chair Greenbaum asked Truro Office Assistant Sturdy to review policy that stated submissions were due no later than ten (10) prior to an appearance at a hearing but that the Planning Board was receiving submissions as late as 2-3 days ahead of a hearing which was unacceptable. Truro Office Assistant Sturdy reviewed the Planning Board handbook, and she suggested a revision that included the following language: *"All materials, electronic and paper, for a hearing shall be received no later than Tuesday at 4:00 pm of the prior week. Late submittals will not be reviewed at that meeting."* Truro Office Assistant Sturdy suggested that a new paragraph be added to the application and suggested the following language: *"All materials, electronic and paper, for a hearing shall be received no later than Tuesday at 4:00 pm of the prior week. Late submittals will not be reviewed at that meeting and may result in a continuance of the hearing. Additional information for scheduled public hearing may be submitted provided that it is received within the timeframe above so that it can be included in the packet for Board members to read and review."* Member Kiernan said that Truro Office Assistant Sturdy's suggestions were good and added that the language should be on the first page of the application instead of the second page. Member Boleyn concurred and Truro Office Assistant Sturdy replied that the requirement of timely submission is often overlooked and now it is a question of enforcement of the policy by the Planning Board. Member Kiernan added that there may be other entities involved in the application process, such as the National Seashore, and it may be difficult for the National Seashore to comply with the Town of Truro's policy. Interim Town Planner and Counsel Carboni asked the Members if it had been more efficient when the Town Planner was in Town Hall and Chair Greenbaum said that it was not. Chair Greenbaum noted that enforcement may improve applicant behavior to provide timely submissions, and if it doesn't, what steps would the Planning Board take to address that issue. Interim Town Planner and Counsel Carboni cautioned that the Planning Board didn't violate statutory deadlines. Member Riemer added that applications are also circulated to other departments in Town Hall for review and comment. Truro Office Assistant Sturdy noted that new application filings must adhere to filing deadlines as indicated on the Town of Truro website. Chair Greenbaum appreciated Truro Office Assistant Sturdy's efforts and noted that it is incumbent for the Planning Board to overstate the necessity of applicants and attorneys to submit as information is it is obtained rather than submit a complete packet at the last minute. Member Kiernan asked Interim Town Planner and Counsel Carboni if the Planning Board could deny an application due to untimely submission by the applicant. Interim Town Planner and Counsel Carboni cautioned against denial based upon untimely submission; however, Interim Town Planner and Counsel Carboni further opined that if the applicant was given reasonable

time to cure any delays, and chose not to, the Planning Board was within its authority to deny the application.

Chair Greenbaum asked Interim Town Planner and Counsel Carboni for an update on the Cloverleaf project. Interim Town Planner and Counsel Carboni said that Cloverleaf that the final edits are being prepared for the ZBA's signature and then the decision will be filed with the Town Clerk. Interim Town Planner and Counsel Carboni added that the applicant still has the right to appeal a decision within twenty (20) days through the Housing Appeals Committee.

Chair Greenbaum announced that she had recently attended a Highland Affordable Housing Committee (HAHC) board meeting to explore how Truro could increase housing. Chair Greenbaum said that the HAHC would like to meet with the Planning Board and share lessons learned moving forward. Chair Greenbaum suggested a work session on March 31, 2021, at 5:00 pm and she will propose that date to HAHC chair and report back to the Planning Board.

Chair Greenbaum then opened the discussion on Planning Board minutes and asked Interim Town Planner and Counsel Carboni to review the obligation for the lawful posting of board minutes and timely filing. Interim Town Planner and Counsel Carboni further stated that in response to the Attorney General of Massachusetts' inquiry regarding a citizen's Open Meeting Law (OML) complaint on this matter, she had replied that Town Hall was understaffed and that several individuals were on extended medical leave. The Commonwealth responded that was not an acceptable answer and it was the Planning Board's responsibility to comply with the law. Chair Greenbaum noted that the Board/Commission/Committee Support role had been vacant and posted for over a year and a half. Truro Office Assistant Sturdy confirmed the length of the vacancy and Member Kiernan asked what the pay rate was so he could share it with any interested individuals. Chair Greenbaum and Truro Office Assistant Sturdy could provide that information. Interim Town Planner and Counsel Carboni further added that she felt that minutes are generally too detailed, and she would prefer concise minutes for submission. Interim Town Planner and Counsel Carboni said that if one had looked at minutes from twenty years ago, they were one-page documents, so it is more important to summarize the meetings and catch up. Vice Chair Sollog commented that writing the minutes took about twice as long as the actual meeting. Chair Greenbaum stated that the minutes which are missing should be succinct. Member Kiernan said that succinct minutes are the way to go. Chair Greenbaum assured Member Roberts that he would not be responsible for the minutes as the newest Member of the Planning Board. Chair Greenbaum asked Members to identify potential candidates for the vacant role or Members may have to rotate the responsibility of writing the minutes to catch up and be compliant.

Chair Greenbaum reviewed the agenda for the next Planning Board meeting with the Members and there was a discussion to hold a public forum, that does not require a two-week notification to the public, in the next two weeks then followed by a public hearing in the coming weeks. Vice Chair Sollog opined that there may be public reluctance to change the bylaw to the Planning Board should be prepared for that so he added that perhaps it would be best to let the bylaw expire as the target limit of 40 building permits in any calendar year was never achieved. Chair Greenbaum concluded that the Members didn't appear to be on the same page, so maybe it was too early to have a public hearing. Chair Greenbaum suggested that there should not be a public hearing on February 24, 2021, and the Members should further discuss at next week's work session. Member Roberts agreed to Chair Greenbaum's suggestion to delay the public hearing. Chair Greenbaum instructed Truro Office Assistant Sturdy to cancel the public hearing on February 24, 2021. Chair Greenbaum asked Members if there was anything else that should be added to the agenda and Truro Office Assistant Sturdy noted that there

may be an administrative review added to the agenda from Truro Vineyards of Cape Cod's permit which they want to extend due to COVID-19. Chair Greenbaum then asked for a motion to adjourn the meeting.

**Member Riemer made a motion to adjourn at 6:47 pm.**

**Member Boelyn seconded the motion.**

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Alexander O. Powers". The signature is written in a cursive style with a large, sweeping initial "A" and a long horizontal line extending to the right.

Alexander O. Powers

Board/Committee/Commission Support Staff



## TOWN OF TRURO

### PLANNING BOARD

Meeting Minutes

February 10, 2021 – 2:30 pm

REMOTE PLANNING BOARD WORK SESSION

**Members Present (Quorum):** Anne Greenbaum (Chair); Steve Sollog (Vice Chair); Jack Riemer (Clerk); Paul Kiernan; R. Bruce Boleyn; Peter Herridge; Rich Roberts

**Members Absent:**

**Other Participants:** Barbara Carboni – Interim Town Planner and Counsel; Liz Sturdy – Truro Office Assistant

Remote meeting convened at 2:35 pm, Wednesday, February 10, 2021, by Chair Greenbaum who announced that this was a remote meeting which is being broadcast live on Truro TV Channel 18 and is being recorded. Interim Town Planner and Counsel Carboni also provided information as to how the public may call into the meeting or provide written comment.

**Public Comment Period**

Public comment, for things not on the agenda, was opened by Chair Greenbaum and there were no individuals who made public comments.

**Work Session**

Chair Greenbaum started the work session with a reminder to Members to regularly check their town email to keep communications with Truro Office Assistant Sturdy, so communications were timely and efficient.

Chair Greenbaum opened the discussion with the update from KP Law on the impact of new legislation recently signed into law as it pertained to Housing Choice Act and the impact on potential bylaw changes. Interim Town Planner and Counsel Carboni stated that the purpose of the bill is to make it easier to build multi-family housing in a city or town by lowering the standard for changing a bylaw from a 2/3 majority to a simple majority. Interim Town Planner and Counsel Carboni also stated that the concerns which the Planning Board had discussed on issues back in the fall could now be easier accomplished by approval by a simple majority. Interim Town Planner and Counsel Carboni further said that there will still be some additional clarification which will be issued by the Commonwealth's Department of Housing and Community Development (DHCD) as it is unclear if all current housing bylaws must be amended. Chair Greenbaum asked Members if they have questions or comments about the new legislation. Member Riemer commented that it would be easy for an urban area with existing infrastructure to adapt to the new legislation but that may be a challenge for Truro with limited infrastructure and how it may affect Truro's limited natural resources. Interim Town Planner and

Counsel Carboni opined that the legislation is to promote density and not concerned with anything else. Chair Greenbaum tasked the Members to review the legislation to determine what would be important to town residents and address those with the community. Interim Town Planner and Counsel Carboni encouraged the Members that this could be an opportunity to achieve the Planning Board's stated goals. Member Kiernan said that he downloaded the new definitions from Chapter 40A §1a and noted that, as an example, the definition of a "lot" by the Commonwealth differed from Truro's definition of a "lot". Chair Greenbaum and Interim Town Planner and Counsel Carboni reminded the Members that there will more clarification from DHCD and more updates from KP Law, but it is also important to keep in mind that moving forward any town that wanted to adopt these measures (bylaws for denser housing or a citizens' petition) may do so through town meeting and pass with a simple majority vote. Vice Chair Sollog stated that he didn't receive a copy of terms and definitions so he would like to receive that information as it was not contained with the letter from KP Law. Interim Town Planner and Counsel Carboni apologized for not including the information in today's meeting and she will get it to Truro Office Assistant Sturdy before the next meeting. Vice Chair Sollog expressed concern that it appears to weaken the protection of current bylaws and they could be reduced by a small group of voters at a town meeting. Interim Town Planner and Counsel Carboni stated that she understood Vice Chair Sollog's concern, but the Massachusetts legislature has made the decision. Member Riemer offered that there should be a meeting with all of Truro's boards, commissions, and committees so everyone is on the same page. Chair Greenbaum said that this was an excellent suggestion as it would be important to study the implications as it could be very major. Chair Greenbaum added that if things moved too quickly, the results could have an adverse impact on Truro. Member Kiernan noted that if a special town meeting has a legal quorum of 100 voters, as few as 51 voters of the 1,800 registered voters, in Truro can decide for the whole town and that would be scary. Chair Greenbaum asked for any final questions or comments on this topic before moving onto the agenda. Member Riemer asked a hypothetical question about the Board of Health and Interim Town Planner and Counsel Carboni stated that the new legislation does not change the jurisdiction of any board including Title V.

Chair Greenbaum opened the discussion on Zoning Bylaw §40.6 - Growth Management and asked Interim Town Planner and Counsel Carboni if the new legislation affected the bylaw. Interim Town Planner and Counsel Carboni stated that it did not. Member Kiernan suggested that it may be advisable to extend the bylaw 2-3 years so data can be collected and Chair Greenbaum asked Members for their input. Interim Town Planner and Counsel Carboni stated that because of a recently decided case in Land Court, the court reaffirmed that an extension of a bylaw up to ten years would be acceptable and she would advise that an extension not exceed five years. Member Roberts asked if the extension would leave the bylaw unmodified and Chair Greenbaum stated in the affirmative. Chair Greenbaum said that she would like to bring it up to a vote at the next meeting. Vice Chair Sollog commented that there would be a group of residents, provided with the data, who would want the bylaw to expire on December 31, 2021. Vice Chair Sollog further stated that he would be in favor the bylaw's continuance to December 31, 2024. Member Herridge said that he would be in favor of an extension to December 31, 2023. Chair Greenbaum reiterated that the Planning Board will vote on this at next week's meeting.

Chair Greenbaum introduced the discussion on the draft report on impact of the Residential District House Size Bylaw. Chair Greenbaum asked the Members if the data provided would be useful to report to Truro or is there other information that could be useful to report to the town. Member Kiernan suggested that using the Chilmark report as a template that the Planning Board could come up with the same results as there have been zero special permit applications to extend beyond 3,600 square feet in the Residential District since the bylaw was enacted. Chair Greenbaum stated that the building permit data doesn't reflect square footage, estimated cost of the project, or the cost of the building permit

which is based upon the estimated cost of the project. Member Kiernan added that reviewing the Assessor's database doesn't always reflect accurate dimensions. Chair Greenbaum reviewed the data to include who applied for a permit. Member Roberts stated that there are many other considerations which may not determine the effectiveness of the bylaw. Chair Greenbaum replied that they are dealing with facts and reiterated that there have been no special permit applications to extend beyond more than 3,600 square feet. Vice Chair Sollog suggested that lot coverage information would be helpful and Chair Greenbaum replied that they do not currently have that information. Member Riemer said that he would be interested in data collected in situations of a complete demolition and then the construction of a much larger home in its place (for example 8,000-9,000 square feet). Member Riemer expressed concern of a small ranch home, for example 1,000 square feet, being torn down and replaced with a larger home that will never be within the means of people of average means. Member Kiernan commented that what Member Riemer stated is the way Truro is going and it is the economics of the situation. Member Kiernan further added that unfortunately once a resident of average means dies, the family is likely to sell to a buyer who offers the largest amount of money for the property. Chair Greenbaum noted that a current and modest home can't be replaced by a mansion within the Residential District. Member Kiernan suggested that perhaps a bylaw be drafted that prohibits clear cutting beyond the 25' setback from the property line and street so the lot remains in its natural state. Chair Greenbaum noted that this is an issue that the Planning Board is going to take up in subsequent meetings. Chair Greenbaum asked Members if the data supplied by the Planning Board's report to the town include pre-bylaw and post-bylaw:

- Number of new single-family dwellings
- Number of additions/alterations

Member Kiernan commented that was a good start. Member Kiernan then asked Chair Greenbaum if the Truro report should use the Chilmark model that included guesthouse or detached bedroom, that under the Truro bylaw, would be a habitable studio. Chair Greenbaum opined that she would prefer to use the number of new single-family dwellings and the number of additions/alterations. There were no objections stated by the Members and Chair Greenbaum stated that she and Member Kiernan would continue to develop a final draft report.

Chair Greenbaum reminded Members of a site visit next Tuesday, at 2:30 pm, at 40 Highland Road.

Chair Greenbaum announced that she had recently met with Jon Nahas (Truro's Principal Assessor), who after approval from the Town Manager, had developed several color-coded maps for the Planning Board. Chair Greenbaum added that attached to every map is a spreadsheet and Interim Town Planner and Counsel Carboni shared her screen to identify all the different residential properties defined as follows:

- Mixed-use residential
- Mixed-use commercial
- Single family home
- Residential condominium
- Two-family
- Three-family
- Multiple houses
- Apartments 4-8 units

- Apartments > 8 units

Chair Greenbaum asked if Members if they had any questions or comments. Member Boleyn thanked Mr. Nahas for his cooperation and assistance. Chair Greenbaum agreed and then had Interim Town Planner and Counsel Carboni display the map of vacant land in Truro. Chair Greenbaum noted that the Assessor's Office had coded vacant land as "developable" and "undevelopable" as deemed by the staff but may not be accurate. Chair Greenbaum suggested that maps of vacant land may be posted in various public venues so residents may see ahead of a town forum what land is available for housing development. Member Riemer said that he would like to see an area south of the Pamet River, that is within the Chequessett Flow Lens (commonly referred to as the "Chequessett Lens"), to serve as a potential future Public Water Protection District (PWBD). Member Kiernan said that there was a 14-acre property that met that need in the Castle Hill area. Member Kiernan added it was sold to the Town of Truro near Route 6 adjacent to the Truro Transfer Station for a reasonable price. Chair Greenbaum noted that it was marked on the map as "vacant town land". Member Roberts asked if it was usable due to its proximity to the Truro Transfer Station. Member Kiernan said that it was and a 400' diameter circle could be put around the property. Member Kiernan further added that would allow the use of a public water supply. Member Kiernan also noted that the water could be tested prior to this action as this property was the only possible future PWBD within Truro. Vice Chair Sollog stated that he appreciated the efforts of Mr. Nahas and that these maps are extremely useful. Interim Town Planner and Counsel Carboni also noted that the GIS maps allow for modification to obtain specific information. Chair Greenbaum also noted that these maps are accessible from the Assessor's database.

The final item on the agenda, Subdivision Regulations: Possible change from 50-year event to 100-year event was brought up by Member Kiernan. Chair Greenbaum noted that this was discussed at the last session and there was no ability to do a bylaw change by February 26, 2021. Member Kiernan stated that within the last nine years there had been three 50-year events. Member Kiernan noted that with further development in Truro address the 100-year event possibilities. Interim Town Planner and Counsel Carboni said she will discuss this matter with Ms. Emily Beebe of the Health Department. Member Kiernan will investigate further and see if this was included in the bylaw. Chair Greenbaum stated they will discuss this at the meeting following the submission of this year's Warrant.

Chair Greenbaum tasked Members to review the proposed Warrant articles from 2020 prior to the next Planning Board meeting so the Members could determine which ones, if any, should not go forward on the 2021 Warrant. Chair Greenbaum then asked for a motion to adjourn the meeting.

**Member Boelyn made a motion to adjourn at 4:18 pm.**

**Member Riemer seconded the motion.**

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

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff



## TOWN OF TRURO

### PLANNING BOARD

Meeting Minutes

February 17, 2021 – 5:00 pm

REMOTE PLANNING BOARD MEETING

**Members Present (Quorum):** Anne Greenbaum (Chair); Steve Sollog (Vice Chair); Jack Riemer (Clerk); Paul Kiernan; R. Bruce Boleyn; Peter Herridge; Rich Roberts

**Members Absent:**

**Other Participants:** Barbara Carboni – Interim Town Planner and Counsel; Liz Sturdy – Truro Office Assistant; Ben Zehnder – Attorney for Cheryl (Perry) Costa – Applicant; Cheryl (Perry) Costa and Stephen Perry - Applicants; Chris and Christine Dragon – Applicants; Kristin Roberts - Applicant

Remote meeting convened at 5:01 pm, Wednesday, February 17, 2021, by Chair Greenbaum who announced that this was a remote meeting which is being broadcast live on Truro TV Channel 18 and is being recorded. Interim Town Planner and Counsel Carboni also provided information as to how the public may call into the meeting or provide written comment.

**Public Comment Period**

Public comment, for things not on the agenda, was opened by Chair Greenbaum who recognized Ron Robin of Provincetown and WGTX Dunes Radio who wanted to gather information as to how to transfer the special permit for the antenna to another company. Chair Greenbaum asked Interim Town Planner and Counsel Carboni for comment. Interim Town Planner and Counsel Carboni stated that she had spoken with Mr. Robin earlier in the day and that she would recommend a formal process to include a public hearing to properly amend the special permit and reflect the new ownership. Chair Greenbaum told Mr. Robin that they could not discuss this further and Interim Town Planner and Counsel Carboni told Mr. Robin that she would help him. Chair Greenbaum told Mr. Robin that the Planning Board looked forward to his application and thanked him. Before leaving the meeting, Mr. Robin thanked Chair Greenbaum and Interim Town Planner and Counsel Carboni. There were no other members of the public to offer comment.

**Public Hearing - Continued**

**2020-006/SPR - Anne Labouisse Peretz; William T. Burdick & Richard C. Vanison, Trustees, Dune House Nominee Trust** 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. Chair Greenbaum announced that there was a requested extension in this matter by the Applicant until March 10, 2021, for the hearing and a

date certain for a decision of March 24, 2021. Interim Town Planner and Counsel Carboni stated that there was not a current request and that the Planning Board could vote to continue the hearing until March 10, 2021, although she didn't receive a request from Attorney Ben Zehnder on behalf of the Applicant. Chair Greenbaum said that she had that request in front of her and she would consider a motion to continue this matter until March 10, 2021.

**Member Kiernan made a motion to continue this matter to March 10, 2021.**  
**Member Herridge seconded the motion.**  
**So voted, 7-0, motion carries.**

### **Board Action/Review - Continued**

At this time, Chair Greenbaum asked Members to bring forward the **Board Action/Review of 2019-002/SPR – Kristin Roberts for the Roberts Family Property LLC** (Atlas Map 39, Parcel 137) seeks extension of a Commercial Development Site Plan Decision dated March 20, 2019, and signed March 29, 2019, and this was agreed upon without objection. Interim Town Planner and Counsel Carboni provided a summary of Ms. Roberts' application and then offered Ms. Roberts the opportunity to provide input. Ms. Roberts requested an 18-month extension to July 1, 2022, and Member Kiernan offered a 24-month extension to March 20, 2023, to which Ms. Roberts agreed. Member Herridge stated that he recalled the project from two years ago and it was very straightforward. Chair Greenbaum also recalled the positive input from the abutters two years ago. Interim Town Planner and Counsel Carboni requested a formal vote on this matter and she will draft a document to formalize the extension. Chair Greenbaum said she would consider a motion to a 24-month extension in this matter.

**Member Kiernan made a motion to continue this matter to March 20, 2023.**  
**Member Herridge seconded the motion.**  
**So voted, 7-0, motion carries.**

Ms. Roberts thanked the Planning Board and left the meeting.

### **Public Hearing - Continued**

Chair Greenbaum then continued the **Public Hearing for 2021-001/SPR- Chris Dragon and Christine Dragon** for property located at 40 Highland Road (Atlas Map 36, Parcel 172). Applicant seeks a Residential Site Plan Review under Section 70 of the Truro Zoning Bylaw for renovation of an existing 1947 home on 3.06 acres: add a 10 x 12 mudroom and 24 x 24 garage in the Seashore Zoning District. Chair Greenbaum announced the site visit was completed yesterday and asked if the Applicants were on the call and there was no reply. Member Roberts said that he had received additional information regarding the basement since the site visit and asked if that information went to the Building Department during the permitting process. Interim Town Planner and Counsel Carboni said that she would check with the Building Department. Caller #4 then joined and introduced herself as Christine Dragon and that they had been on the call but dropped off due to being muted. Chair Greenbaum welcomed the Applicants back. Member Roberts noted that the professional engineer stamp was part of the basement project and Interim Town Planner and Counsel Carboni noted that the plans were due as part of the application. Mr. Dragon further stated that the plans which are in the possession of the Planning Board are the current plans. Mr. Dragon further confirmed that everything was submitted through the town and was approved Rich Stevens who is Truro's Building Commissioner. Member Riemer noted that there was a question during the site visit yesterday as to the materials being used for

the home. Mr. Dragon stated that clapboard would make up 60% of the project and shingles would make up the remaining 40%. Member Riemer was satisfied with Mr. Dragon's reply. Member Kiernan asked if the Members had heard anything with the Health Agent Emily Beebe regarding a "hotspot" on the property from a 2014 Weston & Sampson Report regarding elevated nitrogen levels. Chair Greenbaum noted that there wasn't a reply yet and Interim Town Planner and Counsel Carboni said that she will email a link for the 2014 Weston & Sampson Report to the Applicants. Mr. Dragon asked if this information should have been provided to them during the sale process for the property and Interim Town Planner and Counsel Carboni said that she did not know but added sometimes a "hotspot" may be indicated in the general area without accurately reflecting property boundaries. Member Roberts commented that the chimney will have to be elevated above the roofline and that must be updated in the plans. Mr. Dragon stated that he thought that the chimney extension was already added on the plans. Member Boleyn added that he saw the chimney extension on his plans. Chair Greenbaum noted that the chimney extension was shown on the plans but there wasn't a note. Member Roberts confirmed that drawing #4 of #7 does indeed have the annotation. Chair Greenbaum asked for motion to close the hearing.

**Member Herridge made a motion to close the hearing in this matter.**

**Member Boleyn seconded the motion.**

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

Chair Greenbaum then asked for a motion to approve the application in this matter.

**Member Boelyn made a motion to approve the application in this matter.**

**Member Herridge seconded the motion.**

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

Chair Greenbaum notified Mr. and Mrs. Dragon that they were approved and would receive a written decision shortly. Mr. and Mrs. Dragon thanked the Planning Board and left the meeting.

### **Board Action/Review - Continued**

Chair Greenbaum led the discussion on 2020 ATM postponed Warrant Articles and amendments. Members did not want to withdraw any so Chair Greenbaum closed the discussion.

Chair Greenbaum opened the discussion of Zoning Bylaw 40.6-Growth Management Bylaw (amendments) and asked Members if they wanted to extend the bylaw so the Local Comprehensive Plan could be done and then the Planning Board could determine if the bylaw should be revised, write a new one, or eliminate it. Chair Greenbaum reminded Members that the two options discussed at the last meeting were proposed extensions of 24 months or 36 months. Vice Chair Sollog suggested a 60-month extension and Interim Town Planner and Counsel Carboni opined that a 60-month extension should be the maximum and the extension must be justified. Vice Chair Sollog suggested a simple majority vote to select one of the three options. Chair Greenbaum asked for a motion to extend Section 40.6 from December 31, 2021, to December 31, 2024.

**Member Herridge made a motion to extend the bylaw to December 31, 2024.**

**Member Boleyn seconded the motion.**

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

Chair Greenbaum stated that among herself, Truro Office Assistant Sturdy, and Interim Town Planner and Counsel Carboni should be able to draft the proper language for the extension. Chair Greenbaum further commented that she had previously contacted the Assistant Town Manager who is holding a place in the Warrant for it. Interim Town Planner and Counsel Carboni asked if there had to be a vote to submit all the Articles to the Select Board for the 2021 Town Warrant, the 2020 Postponed ATM Articles, and the Article to Revise Section 40.6. Chair Greenbaum asked for a motion to do so.

**Vice Chair Sollog made a motion to submit all the Articles to the Select Board for the 2021 Town Warrant, the 2020 Postponed ATM Articles, and the Article to Revise Bylaw Section 40.6.**

**Member Boleyn seconded the motion.**

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

Chair Greenbaum asked Interim Town Planner and Counsel Carboni for an update before her departure to another meeting. Interim Town Planner and Counsel Carboni had no update.

**2020-011/PB- Samantha Perry, Hillside Farm, LLC** seeks approval of Form A-Application for Determination that Plan Does Not Require Approval (ANR) pursuant to Section 2.2 of the Town of Truro Rules and Regulations Governing the Subdivision of Land with respect to property at 23 Perry Road, Truro MA, Map 45, Parcel 131. Chair Greenbaum identified Caller #5 as Debra Perry.

Chair Greenbaum then asked Interim Town Planner and Counsel Carboni if the Planning Board should proceed on **2020-011/PB – Samantha Perry, Hillside Farm, LLC** if the Applicant's attorney, Mr. Ben Zehnder, was not present now as Mr. Zehnder previously notified the Chair that he would join tonight's meeting after his appearance at another hearing. As there was no other business for the Members to act upon according to this evening's agenda, Interim Town Planner and Counsel Carboni advised not to move forward and to postpone the action since it was not a public hearing, or the Planning Board could stay in session a bit longer to give Mr. Zehnder additional time to join.

Mr. Zehnder now joined the meeting. Interim Town Planner and Counsel Carboni left the meeting. Mr. Zehnder requested a recess until 6:15 pm as his previous meeting had just concluded and he wanted a couple of minutes to organize himself. No Members objected and Chair Greenbaum announced a recess until 6:15 pm.

At 6:15 pm, Chair Greenbaum reconvened the Members. Chair Greenbaum asked Truro Office Assistant Sturdy if there were any new items for the March 10, 2021, agenda and Truro Office Assistant Sturdy replied that there no new cases for that meeting, but 112 North Pamet was on the agenda. Chair Greenbaum asked Members to think about any items they would like to add to the agenda for March 10, 2021, as it appeared to be a light meeting. Cheryl (Perry) Costa advised Chair Greenbaum that she had just received information from Mr. Zehnder via text message. Mr. Zehnder was tied up in another hearing and requested a continuance to March 10, 2021. Ms. Costa requested that their matter be heard first on that date. There were no objections from the Members to continue this matter until March 10, 2021. Chair Greenbaum then recognized Andrew ("Drew") Locke of 27 Perry Road, Truro, MA who operates Hillside Poultry Farm, he is a member of the Perry family, and a seventh-generation farmer. Mr. Locke explained that the intent is to keep the family in Truro and Chair Greenbaum thanked him but there is nothing else to add as Mr. Zehnder is not available. Chair Greenbaum advised Ms. Costa and Mr. Locke that their matter is continued until March 10, 2021, and Vice Chair Sollog recommended a vote to have a record of the continuance. Chair Greenbaum asked for a motion to continue this matter to March 10, 2021.

**Vice Chair Sollog made a motion to continue this matter to March 10, 2021.**

**Member Kiernan seconded the motion.**

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

As there was nothing else on the agenda, Chair Greenbaum asked for a motion to adjourn. Member Riemer updated the Members on the clear-cutting issues which he is working on with Mr. Fred Gaechter of the Climate Action Committee (CAC). Member Riemer noted that Dennis and Wellfleet require a permit prior to any site work, including site preparation work, for the development of a single-family home. Chair Greenbaum asked Member Riemer to forward the Dennis and Wellfleet requirements to Truro Office Assistant Sturdy so they can be furnished to Members ahead of the March 10, 2021, meeting. Chair Greenbaum then recognized Chris Lucy who asked what Wellfleet bylaw Member Riemer referenced regarding tree clearing. Member Riemer stated that it was required in Wellfleet Bylaw 8.2, 8.3, and 8.4. Member Riemer further commented that there was a serious issue of clear-cutting, along Route 6 in Wellfleet that was reported in a local newspaper. Member Boleyn added that case was particularly egregious as the property owner was aware of the bylaw requirements prior to clear-cutting the property. Chair Greenbaum commented that the issue is enforcement, and it will be interesting to see how Wellfleet deals with this matter. Member Riemer then read the Dennis bylaw to the Members. Chair Greenbaum thanked him for his comments and repeated her request that he forward this information to Truro Office Assistant Sturdy for distribution ahead of the March 10, 2021 meeting.

Chair Greenbaum then asked for a motion to adjourn the meeting.

**Member Boelyn made a motion to adjourn at 6:39 pm.**

**Member Herridge seconded the motion.**

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

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff



TRURO PLANNING BOARD  
Work Session July 14, 2021  
Draft Minutes

Attending: Anne Greenbaum – Chair, Steve Sollog – Vice Chair, Ellery Althaus, Bruce Boleyn, Rich Roberts, Jack Riemer, Paul Kiernan, Barbara Carboni – Town Planner

Role of Board Members/Planner – Clarify roles of Board, Board Members, Town Planner

- 1) When acting as a Planning Board member what is the scope of our responsibilities, this can be challenging to identify especially given the knowledge base of the different members -
  - a) Rich Roberts is civil engineer and is example of very useful knowledge/skill set that is very useful and there are questions that come up for him that are not within Planning Board scope
  - b) Barbara is helpful with this, helping us stay in our lane
- 2) Barbara – always informed by
  - a) process is always respected &
  - b) outcome is defensible
- 3) Clarification of who should be requesting information in different situations/what should process be
  - a) From Town Staff – Requests to go thru Planner with cc to Chair
    - i) Helpful to include why requesting information
    - ii) Prevents redundant/conflicting requests
    - iii) Makes staff life easier
    - iv) Response and original question provided to the entire Board
      - (1) Ensures that all members are receiving the same information – this is critical part of process
    - v) True of other Boards as well
  - b) From staff of other government agencies or organizations
    - i) General Information
      - (1) Member can ask directly
        - (a) Importance of members doing research to improve own knowledge and share with Board when find useful information
        - (b) Barbara asked Cape Cod Commission before this meeting – they are very open to Board members reaching out for information
        - (c) Very helpful to have an ongoing list of useful resources – maybe in Handbook?
      - ii) Related to specific application in front of the Planning Board
        - (1) Town Planner – this is different because part of a hearing and not negotiable
          - (a) Key concepts
            - (i) Board acts as unit in reviewing applications
            - (ii) Having information shared with public, applicant and entire Board at the same time is higher priority than “efficiency”

- (b) Therefore, needs to go thru Town Planner
  - (c) This can slow down the process if need to wait for meeting to ask the question
    - (i) Town Planner – efficiency not the most important value of the Hearing process, **everyone having access to the information at the same time is more important.**
    - (ii) Public Hearing involves all Board members and public getting the information at the same time
    - (iii) Can/should send question to Planner if question comes up during review of material outside Board meeting and Planner can provide information at next Planning Board meeting.
  - (d) The Board acts together in reviewing applications, therefor not appropriate for individual members to be requesting information from other organizations.
- iii) If Board members collect information they think is relevant they must send to Barbara prior to meeting so it can be shared with Board, public and applicant
- (1) Question raised about peer review situation –(i.e., Hydrology study) – that is not what being discussed here

#### Discussion of Small Work Groups -

- Housing – Anne, Ellery
- Revision of Handbook – short term group – Anne, Liz
  - Links to information for Eastham Select Board -Resources for Board members
  - Department of Housing and Community Development (DHCD) another good source of information
  - Important to have content information (timelines etc.) in addition to process information.

Site Visit Horton’s Campground – Tuesday July 20, 2021, 2:30 pm

Motion to Adjourn - Paul Kiernan Second – Steve Sollog

In Favor – Anne Greenbaum, Steve Sollog, Paul Kiernan, Rich Roberts, Jack Riemer, Bruce Boleyn, Ellery Althaus

**TOWN OF TRURO  
PLANNING BOARD**  
Work Session Minutes  
October 13, 2021 – 5:00 pm  
REMOTE MEETING

Members Present: Anne Greenbaum (Chair); Steve Sollog (Vice Chair); Jack Riemer (Clerk); Ellery Althaus; Paul Kiernan; Rich Roberts

Members Absent: R. Bruce Boleyn

Other Participants: Barbara Carboni – Truro Town Planner/Land Use Counsel

Remote meeting convened at 5:00 pm by Chair Greenbaum who read the detailed instructions for citizens interested in watching/listening to this remote work session.

**Board Action/Review**

- ◆ 2022 Planning Board Meeting Schedule – Board reviewed and approved as amended.

1. **Planner Report** (no report given)

2. **Chair Report** (no report given)

3. **Potential Bylaws for 2022 ATM**

- ◆ Lot Coverage/Carbon Sequestration
  - Members Kiernan and Roberts will present their joint findings for a potential bylaw at the next meeting; discussion will be held at that time.

4. **Draft Planning Board Perspective for the LCPC**

- ◆ Member Kiernan, responding to the draft perspective handouts from Chair Greenbaum, stated that the words “water” and “protected” are key. He stated that we have a chance, at this point in time, to protect the water and keep our costs of living down. He agreed with the Chair’s language and shared his thoughts.
- ◆ Clerk Riemer discussed infrastructure costs.
- ◆ Chair Greenbaum spoke about framing the big picture regarding development and infrastructure.
- ◆ Member Roberts stated he agrees with the Chair’s description, it is a fair framing, and that it is of paramount concern. He would like to present this to the LCPC with some discussion of all the key issues: Resiliency, Sustainability, Housing, Floodplain Management, Condominium Conversions, Lot Coverage, House-size Limits, as examples.
  - Member Althaus agrees and suggests it is even more under the purview of the Board of Health. Also need to consider buildout which is more an LCPC area.
- ◆ Clerk Riemer discussed the 2014 Weston & Sampson Integrated Water Resources Management Plan and his thoughts regarding buildout, condo conversion, new ADU bylaw, the 2018 Weston & Sampson Integrated Water Resources Management Plan Phase

II planning going forward. Having a future presentation to the Board by former WROC Chair, Kevin Kuechler, regarding water and impact on planning was discussed.

- ◆ Member Kiernan asked how do we keep a year-round, sustainable human population in our Town and still make sure we can drink the water?
- ◆ Clerk Riemer stated year-round population/population explosion is important for the LCPC to consider.
- ◆ Chair Greenbaum asked Town Planner Carboni for an update on the LCPC survey results. Town Planner Carboni stated that Kelly Clark had 285 responses as of this afternoon. Timeframe for responses is typically 4-6 weeks. The survey will be republicized around the end of October. Clerk Riemer suggested the survey be publicized by Brian Boyle in his newsletter.
- ◆ Chair Greenbaum reiterated to the Board regarding development/water and other issues that it is not usually an either/or situation – it is both. Clerk Riemer gave his thoughts regarding water overall and its importance to everything in the Seashore and residential areas now and in the future. Member Althaus clarified his thoughts/points regarding water treatment options in the future. Chair Greenbaum agreed that it I complicated and should be approached that way, and that Member Althaus gave a perfect example. Clerk Riemer offered more thoughts on this subject.
- ◆ Town Planner Carboni stated these issues have the attention of Town Staff.

## **5. Draft Handbook Discussion**

- ◆ Chair Greenbaum asked the Board to review the Handbook and send any thoughts to the Planning Department Administrator for collection; information will be forwarded to the Chair for review.

## **Minutes**

- |                     |                      |
|---------------------|----------------------|
| ◆ July 27, 2020     | ◆ September 16, 2020 |
| ◆ August 5, 2020    | ◆ September 30, 2020 |
| ◆ August 11, 2020   | ◆ October 7, 2020    |
| ◆ August 26, 2020   | ◆ October 14, 2020   |
| ◆ September 2, 2020 | ◆ September 29, 2021 |

Due to meeting time constraints, the above Minutes, which were not reviewed, will be added to the October 20 Agenda.

Chair Greenbaum asked for a motion to adjourn. Motion made by Clerk Riemer with a second by Vice Chair Sollog. No further discussion. Chair Greenbaum asked for a roll-call vote. Voted all in favor. So voted: 6-0.

Meeting adjourned.

Respectfully submitted,

Elizabeth Sturdy

**TOWN OF TRURO  
PLANNING BOARD**  
Meeting Minutes  
October 20, 2021 – 5:00 pm  
REMOTE MEETING

Members Present: Anne Greenbaum (Chair); Steve Sollog (Vice Chair); Jack Riemer (Clerk); Ellery Althaus; R. Bruce Boleyn; Paul Kiernan; Rich Roberts

Members Absent: None

Other Participants: Barbara Carboni – Truro Town Planner/Land Use Counsel

Remote meeting convened at 5:02 pm by Chair Greenbaum. Chair Greenbaum and Town Planner Carboni read the detailed instructions for citizens interested in watching or joining this meeting. Board Members introduced themselves.

**1. Planner Report** (given by Town Planner Carboni)

- ◆ Walsh Property – Town signed a contract with Tighe & Bond, the LCP Consultant, to do a flexibility assessment for the property, which is a review of regulatory and other constraints on use/uses of the property. Expected within 6 weeks.
- ◆ Economic Development Committee – will be part of the Tighe & Bond team to create an Economic Development Plan. This Committee is still in the organizational phase.

**2. Chair Report** (given by Chair Greenbaum)

- ◆ Climate Action Committee – Chair Harris would like a joint workshop with the Planning Board. Chairs will review their schedules.

**3. Potential Bylaws for 2022 ATM**

- ◆ Lot Coverage/Carbon Sequestration
  - Chair Greenbaum stated that Members Kiernan and Roberts are jointly working on this. Member Kiernan asked the Board to refer to the worksheet with the red additions. He and Member Roberts researched relevant existing bylaws in neighboring towns. Member Kiernan explained the worksheet and the purpose of its contents for each section. Members Kiernan and Roberts stated what they hope to do/accomplish with those bylaws. Discussion followed.
  - Lot coverage, second worksheet, Board discussed square footage, percentage for setbacks, site clearing, coverage regulations, enforcement, green space. Chair Greenbaum suggested Members Kiernan and Roberts refine what has been presented here for their next meeting.

**4. Draft Planning Board Perspective for the LCPC**

- ◆ Referring to the Draft Perspective distributed by Chair Greenbaum, Member Riemer referred to the Cape Cod Commission Regional Policy Plan's Executive Summary for key areas.

## 5. Draft Handbook Discussion

- ◆ Chair Greenbaum asked the Board to review the Handbook and send any thoughts to the Planning Department Administrator for collection; information will be forwarded to the Chair for review.

### Approval of Minutes (Chair Greenbaum)

- ◆ July 27, 2020 Work Session – Corrections discussed. Members Althaus and Roberts not eligible to vote on these Minutes as they were not on the Board at that time. Motion to Approve as Amended made by Vice Chair Sollog, seconded by Member Kiernan; no further discussion. Chair Greenbaum asked for a roll-call vote; Voted all in favor, Members Althaus and Roberts abstained. So voted: 5-0-2.
- ◆ August 5, 2020 Meeting – Corrections discussed. Members Althaus and Roberts not eligible to vote on these Minutes as they were not on the Board at that time; Member Boleyn not eligible to vote on these Minutes as he was not present at this meeting. Motion to Approve as Amended made by Vice Chair Sollog, seconded by Member Kiernan; no further discussion. Chair Greenbaum asked for a roll-call vote; Voted all in favor, Members Althaus, Roberts, and Boleyn abstained. So voted: 4-0-3.
- ◆ August 11, 2020 Work Session – Corrections discussed. Members Althaus and Roberts not eligible to vote on these Minutes as they were not on the Board at that time. Motion to Approve as Amended made by Member Kiernan, seconded by Vice Chair Sollog; no further discussion. Chair Greenbaum asked for a roll-call vote; Voted all in favor, Members Althaus and Roberts abstained. So voted: 5-0-2.
- ◆ August 26, 2020 Work Session – Corrections discussed. Members Althaus and Roberts not eligible to vote on these Minutes as they were not on the Board at that time. Motion to Approve as Amended made by Vice Chair Sollog, seconded by Member Kiernan; no further discussion. Chair Greenbaum asked for a roll-call vote; Voted all in favor, Members Althaus and Roberts abstained. So voted: 5-0-2.
- ◆ September 2, 2020 Meeting – Corrections discussed. Members Althaus and Roberts not eligible to vote on these Minutes as they were not on the Board at that time; Chair Greenbaum and Member Boleyn not eligible to vote on these Minutes as they were not present at this meeting. Motion to Approve as Amended made by Vice Chair Sollog, seconded by Member Kiernan; no further discussion. Chair Greenbaum asked for a roll-call vote per the Rule of Necessity; Voted all in favor, Members Althaus, Roberts, Boleyn, and Chair Greenbaum abstained. So voted: 3-0-4

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- ◆ September 16, 2020
- ◆ September 30, 2020
- ◆ October 7, 2020
- ◆ October 14, 2020
- ◆ October 21, 2020
- ◆ November 4, 2020
- ◆ November 18, 2020
- ◆ September 22, 2021
- ◆ September 29, 2021

Due to meeting time constraints, the above Minutes, which were not reviewed, will be added to the October 27 Agenda.

Chair Greenbaum asked for a motion to adjourn. Motion made by Member Kiernan with a second by Member Boleyn. No further discussion. Chair Greenbaum asked for a roll-call vote. Voted all in favor. So voted: 7-0.

Meeting adjourned.

Respectfully submitted,

Elizabeth Sturdy