

**Truro Planning Board
Meeting Minutes- February 4, 2014
Truro Town Hall- 6:00pm**

Members Present: Karen Snow (Chair), Bill Worthington, Leo Childs, John Pendleton and Bruce Boleyn

Others Present: Charleen Greenhalgh (ATA/ Planner), Steven Sollog, Lisa Tobia and Paul Wisotzky

Zoning Amendment Public Hearing- 6:00pm

Ms. Snow read the legal notice into the record. The Truro Planning Board will hold a Public Hearing at the Truro Town Hall, 24 Town Hall Road, Truro February 4, 2014 at 6:00pm to discuss proposed amendments to the town's zoning by-laws. The subject matter of the proposed amendments is indicated below. A complete text relative to the proposed amendments is available for inspection at the town web site www.truro-ma.gov and the Truro Town Hall and the Truro Public Library.

Article ____: To see if the Town will vote to amend the Truro Zoning Bylaw, Section 30.2 – Use Table, by adding under the sub-heading “Accessory Uses” the uses: Habitable Studio and Working Studio. These uses would be permitted in all zoning districts, except in the Truro Center and North Truro Center districts where the uses would be prohibited.

Mrs. Greenhalgh stated these uses, which are currently defined in the Zoning Bylaw, are not presently in the use table and if the use is not stated as allowed in the use table it is disallowed. No comments or questions followed. Mr. Worthington moved to recommend this article to the Town Meeting. Seconded by Mr. Childs voted on and approved 5-0-0.

Article ____: To see if the Town will vote to amend the Truro Sign Code as follows: In Section 2 (Regulations for General and Limited Business Zones) add a new Section M:

M. Sight Line. No sign shall be placed/located so as to limit the sight lines along abutting streets, from entrances/exits, or at any intersections

And

In Section 11 (Temporary Signs, etc.) delete the existing language and replace it with the following: The Planning Board may issue permits for temporary signs. Any such permit shall be limited to holiday or special events, and shall be limited to a period of fifteen (15) days, for events lasting one day or two days. For said events having multiple dates such permits shall be limited to a period of thirty (30) days. Not more than four (4) signs shall be erected with respect to any such event. Any such sign shall be firmly attached to a supporting device and shall not present a hazard to the public. Posters intended for window display are exempt from this provision.

Ms. Snow asked for comments. Mr. Pendleton explained that there have been complaints over the number of signs and the length of time that they are displayed; this is an attempt to make a

change to the regulation to control the proliferation of and the duration of those signs. Ms. Tobia asked what the ramifications are if the signs remain. Ms. Snow responded that it is the Building Inspectors duty to remove and/or notify the person/s responsible for posting the signs of the violation. Mr. Pendleton moved to recommend this article to Town Meeting. Seconded by Mr. Childs voted on and approved 5-0-0.

Article ____: To see if the Town will vote to amend Section 70 – Site Plan Review, by deleting the existing section and replacing it with a new Section 70 – Site Plan Review.

Mrs. Greenhalgh explained that this a rework of existing site plan review, it separates commercial and residential site plan review as two distinct sections. Other changes and developments are the standards where the Planning Board can act on these changes. The Board can only act/deny an application on completeness. Example: a drive which is objectionable cannot be reason enough to deny an application, however if the drive can be moved it is within the scope of the Planning Board to require that change to the site plan. Development in the Seashore district is a special case and would require Residential Site Plan Review. A multi-family dwelling would come before the Planning Board for Site Plan Review. A sub-division would no longer need site plan review. The need for clarity is the main reason for this reworking of the article for site plan review.

Mrs. Greenhalgh read a letter with comments from the Truro Non Resident Taxpayer Association (the letter is on file at Town Hall). In response to the letter, the intent to protect abutters is in place and remains in place in existing zoning regulations for both commercial and residential applicants. The TNRTA is asking that abutters be notified in a clear way when an applicant asks for waivers from Site Plan Review. Mr. Pendleton stated that wording “without a public hearing” appears in the existing zoning by-law and will remain.

Mrs. Greenhalgh stated that the Board must prepare comments for these articles and this can be included in the comments for this article. Ms. Snow stated that amendments to proposed articles can be made at Town Meeting. Mrs. Greenhalgh stated that an amendment to an article at Town Meeting cannot be made more restrictive, it can only be made less restrictive. To require notice to abutters/or a public hearing, would make the article more restrictive therefore she did not think it would be possible at Town Meeting. Mr. Childs and Mr. Worthington agreed that the wording is good now.

In response to the second item in the TNRTA letter, Mrs. Greenhalgh stated that each licensed professional knows what plans they can and cannot stamp. Mrs. Greenhalgh read through the requirements for plans and who is authorized to stamp them, reminding the Board it can waive any requirement if formally requested. Addressing the next bullet the Board discussed electronic material for record keeping. Mrs. Greenhalgh explained that there is some give and take in place however total electronic presentation is not yet the accepted practice for record keeping. Ms. Snow asked the Board to state their feelings on adding a line item to the article to require or permit electronic media filing. Mr. Wisotzky stated that it might not be necessary to put an amendment in the document because Mrs. Greenhalgh is already navigating and assisting applicants who choose to use these newer electronic forms of information. Ms. Tobia stated that if it were added then the applicant will need to ask for a waiver from providing information in

electronic form. The Board is in favor of leaving the wording as is. Mr. Pendleton stated that in time the change will make its way into common usage and then it will appear in the site plan review. Mrs. Greenhalgh stated the option can be placed in policy and procedures that plans can be submitted in electronic format. Addressing the final bullet in the letter, Ms. Snow explained that deadlines are in existence for filing plans. Mrs. Greenhalgh provides as a courtesy to applicants, a heads up as to filing deadlines and appropriate submitting timelines. Mr. Worthington moved to recommend this article to the Town Meeting for vote. Seconded by Mr. Childs, voted on and approved 5-0-0. Ms. Snow closed the public hearing.

Review & Discussion of Proposed Zoning Amendments

Review of definitions and Use Table: “Retail Business service”; “Retail Sales”; “Wholesale Trade”, “Light Industry” and “Heavy Industry”. Mrs. Greenhalgh stated that in reviewing the changes that the Board agreed on at the last meeting some additional necessary changes were revealed, to avoid confusion. The Board agreed on the wording, reviewed the proposed definitions and use table including the timeline in moving the proposed definitions forward. Mr. Worthington moved to send the proposed definitions to the Board of Selectmen. Seconded by Mr. Childs, voted on and approved 5-0-0.

Discussion on the Local Comprehensive Plan goals for Transportation

Ms. Snow stated that the Bike and Walkways Committee goals are linked to the Planning Board tasks under transportation goals, which should promote alternate modes of transportation, sidewalk access and bicycle parking. She asked the Board to keep the alternate modes of access in mind.

Review and Approval of Meeting Minutes:

November 26, 2013 - After review Mr. Worthington moved to approve the minutes as amended. Seconded by Mr. Childs voted on and approved 5-0-0.

January 7, 2014 - After review Mr. John Pendleton moved to approve the minutes as amended. Seconded by Mr. Boleyn voted on and approved 5-0-0.

Mrs. Greenhalgh stated Lisa Tobia will be able to be sworn in Feb. 5, 2014; Mr. Worthington will make up a revised contact sheet.

Ms. Snow adjourned the meeting at 7:30 pm

Respectfully Submitted

Steven Sollog