



## TOWN OF TRURO

### PLANNING BOARD

#### Meeting Minutes

April 12, 2023 – 6:00 pm

#### REMOTE PLANNING BOARD MEETING



**Members Present (Quorum):** Anne Greenbaum (Chair); Rich Roberts (Vice Chair); Jack Riemer (Clerk); Paul Kiernan; Ellery Althaus; Caitlin Townsend; Virginia Frazier

**Members Absent:**

**Other Participants:** Town Planner/Land Use Counsel Barbara Carboni; Select Board Liaison John Dundas; ZBA Vice Chair Chris Lucy; Francie Randolph and Jackie Opitz (Applicants - Sustainable CAPE); Robert Martin (Applicant); Lauren McKean (Representative from the National Seashore)

Remote meeting convened at 6:02 pm, Wednesday, April 12, 2023, by Chair Greenbaum who announced that this was a remote public meeting aired live on Truro TV Channel 18 and was being recorded. Town Planner/Land Use Counsel Carboni provided information as to how the public may call into the meeting or provide written comment. Members introduced themselves to the public.

**Public Comment Period**

Public comment, for items not on the agenda, was opened by Chair Greenbaum.

Chair Greenbaum recognized Member Riemer who thanked Chair Greenbaum for the 6 pm start for this meeting so he was able to view and participate in the earlier Cape Cod Commission presentation (which was recorded) regarding "Low Lying Roads for Truro". This was the second discussion held by the Cape Cod Commission and Member Riemer requested to have this topic added to the agenda for the next Planning Board meeting so Members could discuss further.

**Planner Report**

Town Planner/Land Use Counsel Carboni reported that Chair Greenbaum and Planning Board Administrator Liz Sturdy had prepared a report of the Planning Boards hearings and recommendations that satisfied the Planning Board's report to Town Meeting. This report has been sent to the Town Moderator and satisfies the requirement of the state statute. The Warrant is posted on the Town's website for the public to view ahead of the Town Meeting on Tuesday, April 25, 2023. Hard copies of the Warrant are usually distributed at Town Hall and the Library. Hard copies will also be available at the Town Meeting.

**Chair Report**

Chair Greenbaum mentioned the report that Town Planner/Land Use Counsel Carboni spoke about and provided more context. Chair Greenbaum also briefly discussed the Pre-Town Meeting Candidate's

Night and Budget Public Hearing on Thursday, April 13, 2023, at 5 pm, that will be a hybrid meeting (via Zoom and in-person). The Cape Cod Commission is working on a new Transportation Plan and has made an online survey available on its website as well as an interactive map. Chair Greenbaum has also discussed a Complete Streets Initiative with DPW Director Jarrod Cabral and said that she would like to add a discussion on this topic to an upcoming Planning Board meeting agenda.

### **Minutes**

Chair Greenbaum stated that her packet for this evening's meeting didn't include the minutes on tonight's agenda. Without objection, Members unanimously supported postponement of approving the minutes until the next meeting.

### **Temporary Sign Permit Application**

**Francie Randolph/Jackie Opitz - Sustainable CAPE**, Truro Educational Farmers Market, requesting four (4) 36" x 72" banners (three on Route 6 and one at Veterans Memorial Field). The banners will be installed on Friday afternoons and removed Monday afternoons beginning June 2<sup>nd</sup> and ending September 25<sup>th</sup>, 2023.

Member Althaus recused himself from voting on this matter as he is also a vendor at the Farmers Market.

Ms. Randolph provided background on the Farmers Market, the need for signage, and the number of anticipated vendors for the first Farmers Market on June 5<sup>th</sup>, 2023.

**Member Kiernan made a motion to approve the temporary sign permit for Sustainable CAPE.**

**Member Frazier seconded the motion.**

**Roll Call Vote:**

**Chair Greenbaum – Aye**

**Member Townsend – Aye**

**Member Althaus – Abstained**

**Member Frazier – Aye**

**Member Riemer – Aye**

**Member Kiernan – Aye**

**Vice Chair Roberts – Aye**

**So voted, 6-0-1, motion carries.**

### **Public Hearing**

**2023-002/SPR Robert J. Martin** for property located at 100 Rt 6 (Atlas Map 55, Parcel 12).

Applicant seeks Commercial Site Plan approval (selling firewood and other materials); on property located in the Seashore District.

Vice Chair Roberts announced that he has filed Form 268-A (Conflict of Interest Form) as he knows the Applicant from previous interactions, and he stated that he can make a fair decision in this matter.

Chair Greenbaum noted that no decision would be made in this matter tonight and recognized Mr. Martin (Applicant) who provided background and the need for the Commercial Site Plan approval in this matter.

Town Planner/Land Use Counsel Carboni provided background and noted that there were several complaints received to include a letter from the National Seashore that was received this afternoon at Town Hall.

Town Planner/Land Use Counsel Carboni also stated she and Building Commissioner Rich Stevens had recently discussed this matter and agreed that the determination of whether zoning compliance was met would be determined by the ZBA. Chair Greenbaum noted that should the Commercial Site plan be approved by the Members a required condition would be that the Applicant would also have to receive approval of a Special Permit from the ZBA.

Members and discussed the following topics: zoning issues within the Seashore District, the Applicant not receiving a letter of objection from the National Seashore, a review of the Applicant's checklist, acceptance by the Planning Board of the existing Site Plan along with the Applicant's handwritten drawing, inaccuracies of the Site Plan and the Applicant's handwritten drawing which must be clarified as things are not accurately depicted on the ground, and the necessity and requirement of a Zoning Table.

Chair Greenbaum reiterated her intent to accommodate the Applicant as quickly as possible through this process in partnership with the Applicant. To do so, Chair Greenbaum suggested the creation of a Working Group to which Town Planner/Land Use Counsel Carboni said details could be discussed later.

Chair Greenbaum also asked the Applicant to submit a new handwritten Site Plan and then reviewed the criteria for a Site Plan with the Applicant with comments from the Members.

After reviewing the Site Plan criteria, Town Planner/Land Use Counsel Carboni confirmed that she emailed a copy of the National Seashore's letter to the Applicant.

Chair Greenbaum recognized Ms. McKean who stated that she didn't have an email address for the Applicant, so she was unable to email it to the Applicant. Ms. McKean provided the National Seashore's concerns and encouraged Members to read the National Seashore's letter.

**Member Kiernan made a motion to continue this matter to April 26, 2023.**

**Member Riemer seconded the motion.**

**Roll Call Vote:**

**Chair Greenbaum – Aye**

**Member Townsend – Aye**

**Member Althaus – Aye**

**Member Frazier – Aye**

**Member Riemer – Aye**

**Member Kiernan – Aye**

**Vice Chair Roberts – Aye**

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



Following the vote, Town Planner/Land Use Counsel Carboni asked the Applicant to contact her so she can coordinate a meeting with her, Building Commissioner Rich Stevens, and the Applicant to discuss next steps ahead of the next hearing.

Chair Greenbaum reiterated the establishment of a Working Group and details will be discussed in further detail later.

**Discussion of Warrant Articles**

None

**Member Kiernan made a motion to adjourn the meeting at 7:41 pm.**

**Vice Chair Roberts seconded the motion.**

**Roll Call Vote:**

**Chair Greenbaum – Aye**

**Member Townsend – Aye**

**Member Althaus – Aye**

**Member Frazier – Aye**

**Member Riemer – Aye**

**Member Kiernan – Aye**

**Vice Chair Roberts – Aye**

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

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff

