

**TRURO PLANNING BOARD AGENDA**  
**Wednesday, February 21, 2018 – 5:00 p.m.**  
**Truro Town Hall, 24 Town Hall Road, Truro**

**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 of Zoning Bylaws related to the Retail and Sale of Cannabis**

**Review of new Housing Production Plan for the Town of Truro**

The Housing Production Plan was accepted and approved by the Truro Board of Selectmen on October 24, 2017. The Truro Housing Authority is seeking a vote to 'adopt' the document, allowing them to submit to the Department of Housing and Community Development for final approval.

**Open Discussion of Possible Zoning Bylaw Amendments**

The Planning Board will consider possible amendments to the zoning bylaw, including, but not limited to, size restrictions for residential structures in all zoning districts. The Board will consider holding public forums and other means of outreach for obtaining citizen input and whether a subcommittee should be formed to review possible zoning amendments.

**Review and Approval of Meeting Minutes**

February 7, 2018

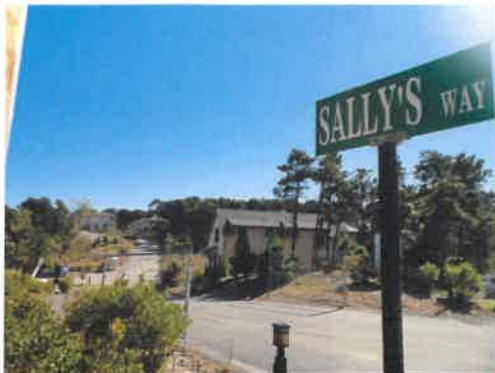
**Reports from Board Members and Staff**

Town Planner Report

**Next Meeting Agenda**

Wednesday March 7 at 5 PM – **Please note the new date and time!**

**Adjourn**



## TRURO'S HOUSING PRODUCTION PLAN

Truro Housing Authority & Highland Affordable Housing

## WHAT IS A HOUSING PRODUCTION PLAN?

HPP, as defined in 760 CMR 56.03(4) is a

- ❖ Proactive strategy for planning and developing affordable housing
- ❖ Identifies housing needs of a community
- ❖ Details actions to develop housing

## WHAT IS A HOUSING PRODUCTION PLAN?

A Housing Production Plan is

- ❖ Adopted by Board of Selectmen
- ❖ Adopted by Planning Board
- ❖ Reviewed and approved by DHCD (Dept of Housing & Community Development)

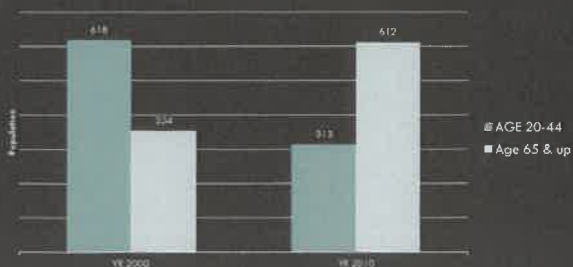
## WHY?

- ❖ A Housing Production Plan is a blue print for action
- ❖ Assists the Town in promoting affordable housing
- ❖ Creates avenue for local control over housing development

The data shows Truro needs action

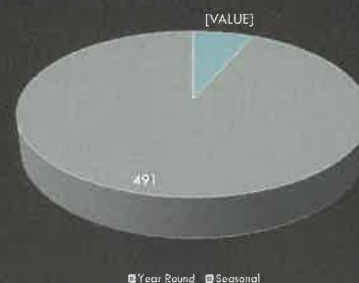
## TRURO IS GETTING OLDER

Truro Population Trends 2000-2010  
U.S. Census Data



## TRURO'S SEASONAL HOMES

New Home Construction 2000-2010



## PROJECTED TRENDS

Since the 2010 Census, the population trends have continued. By 2020, in just three more years

- ❖ More homeowners will have retired
- ❖ More seniors selling their homes to seasonal users
- ❖ More young people will have moved away

## SO WHAT IS IN AN HPP?

- ❖ Comprehensive Housing Needs Assessment
- ❖ Affordable Housing Goals
- ❖ Implementation Strategies

## [ AND WHAT IS AFFORDABLE? ]

- ❖ Affordable Price (rental or purchase)
- ❖ Income Eligible (tenants or buyers)
- ❖ Deed Restricted
- ❖ Affirmative Fair Housing Marketing
- ❖ Meets program requirements

## AFFORDABILITY EXAMPLES

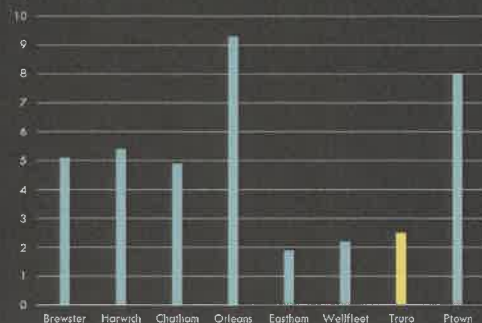
- ❖ Based on Area Median Income  
Truro, family of four, 80% AMI = \$68,000  
Truro, family of four, 50% AMI = \$45,100
- ❖ 2 bedroom rental, affordable to family earning at or below 50% AMI  
= \$1,015 per month
- ❖ 2 bedroom home, affordable to a family earning at or below 80% AMI  
= \$205,500

## DHCD SUBSIDIZED HOUSING INVENTORY (SHI)

Current DHCD Truro (2010 Census) Subsidized Housing Inventory

- ❖ 1,090 year round housing units
- ❖ Affordable Goal is 10% (109 units)
- ❖ Currently on SHI – 27 units (2.5%)

## DHCD SUBSIDIZED HOUSING INVENTORY (SHI) - %



## HOUSING PRODUCTION PLAN

HPP looks to measure progress over the next 5 years. There are two levels of Planned Production goals

- ❖ 0.5% , which is 5 units per year
- ❖ 1.0%, which is 11 units per year

## ACTIONS

- ❖ Capacity
- ❖ Collaboration
- ❖ Planning
- ❖ Outreach/Education
- ❖ Funding



## CAPACITY

Focus on **THA** - Build off past successes, position group to be able to effectively move forward

## COLLABORATION

Focus on **other groups** that can help – work to create positive relationships so Truro is not just ready when opportunities arise, but is working collaboratively to create community housing opportunities

## PLANNING

Focus on researching, exploring options and creating tools that can **lead to production** – look for Truro scale and Truro style solutions that will be accepted and welcomed by the community

## OUTREACH/EDUCATION

Emphasize **communication** – help make housing a community conversation

## FUNDING

Affordable housing creation takes \$\$\$\$\$\$ (and more \$\$\$\$\$\$) – Truro needs to seek out all funding avenues

## PRODUCTION and PRESERVATION

- ❖ Housing on Town Owned Land
- ❖ Non profits/Scattered Site
- ❖ Preserve Existing Affordability (re-sales)
- ❖ Continue with CDBG
- ❖ Units via Zoning Provisions/Local Incentives

# Town of Truro

## HOUSING PRODUCTION PLAN



WORKING DRAFT

Fall 2017



# Truro Affordable Housing

## Housing Production Plan - 760 CMR 56.03(4)

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### What is a Housing Production Plan?

A Housing Production Plan (HPP), as defined in 760 CMR 56.03(4), is a proactive strategy for planning and developing affordable housing. It is developed with opportunities for community residents and stakeholders to become informed of the planning process and the plan, and to provide input. The HPP identifies the housing needs of a community and the strategies the community will use to make progress in facilitating the development of affordable housing.

An HPP is adopted by the Planning Board and the Board of Selectmen, and reviewed and approved by the Department of Housing and Community Development.

### Why?

A Housing Production Plan provides a blueprint for action. It assists housing advocates in focusing efforts, and also promotes communication on housing issues. In addition, once Truro has an HPP approved by the State, if Truro meets certain affordable housing production goals and is making measured progress, Truro could gain more local control over comprehensive permit applications for a specified period of time.

### Elements of a HPP

A Housing Production Plan includes a Comprehensive Housing Needs Assessment, Affordable Housing Goals and Implementation Strategies. Needs include demographics and housing stock, projections of future population and future housing needs, descriptions of development constraints and a municipality's plans to address these constraints, and an analysis of infrastructure. Affordable housing goals include detailing goals by housing type, style and affordability, and include numeric goals. Strategies, when possible, include identification of zoning districts or geographic areas for focus, identification of specific sites, characteristics of preferred housing, as well as regional strategies.

### Truro's HPP

In September of 2015 Truro completed a Community Housing Needs Assessment with the assistance of John Ryan of Development Cycles (report attached). This Assessment thoroughly reviews demographic data, housing stock, housing need, and key trends. This Assessment also comprehensively details housing goals and some of the challenges to meeting these goals. The 2015 Community Housing Needs Assessment provides the Assessment and Goal components of an HPP. The follow pages augment the Assessment and provide the specific strategies Truro can use to produce housing in the form of action items.

ACTION ITEMS, TIMEFRAME and LEAD ENTITY	Timeframe	lead
<b>Capacity – What can THA do to work efficiently and effectively?</b>		
1. Review available organization entities - Partnership, Trust, Housing Authority	✓	THA
2. Review THA by-laws and approve amendments if needed	✓	THA
3. Hire housing consultant	✓	THA
4. Prepare for increase in housing monitoring role	ongoing	THA
5. Create structure so collected local and regional housing data is usable/accessible	ongoing	THA
<b>Collaboration – How can THA help Truro work together on housing issues?</b>		
6. Continue to support and partner with Highland Affordable Housing	ongoing	THA/HAH
7. Work with Town to support AADU and ADU programs	ongoing	THA/Town
8. Seek out opportunities to work with open space groups, National Seashore	ongoing	THA/Others
9. Seek out opportunities to work with local private developers	ongoing	THA/Others
<b>Planning – How can Truro create incentives for affordable housing?</b>		
<b>How can Truro be ready for affordable housing opportunities?</b>		
10. Review inventory of municipally owned land	Year 1	THA
11. Identify/inventory private land with potential for affordable housing (larger tracts)	Year 1	THA
12. Identify/ parcels that would trigger Cape Cod Commission Review	Year 1	THA
13. Adopt Affordable Housing Guidelines	Year 1	THA/BoS
14. Work with Town Planner/Planning Board to explore affordable housing incentives for zoning by-laws (inclusionary zoning, second dwellings, zoning waivers for affordable units, affordable on non-conforming lots, condo-conversion, shop-top housing, etc.)	Years 1-3	THA/PB/Town
15. Explore possibility of allowing IA septic systems for affordable housing and/or relief from DEP regulations regarding septic systems in multi-family units	Years 2-3	THA/BoH
16. Explore moderate and middle income housing needs and housing programs	Years 2-3	THA
17. Identify/inventory parcels with owners unknown or in arrears on taxes	Years 2-3	THA/Town
<b>Outreach and Education – Let's make sure people know about the issues, the community efforts, and the housing resources</b>		
18. Advocacy through continued community education/information & engagement campaign	ongoing	THA/HAH
19. Work to enhance regional communication/collaboration	ongoing	THA/HAH
20. Focus on defining and communicating need for affordable housing, including need for work force and middle income housing	ongoing	THA/HAH
21. Housing advocacy and info website, continue with success of housing summit	ongoing	THA/HAH
22. Help qualifying homeowners access housing assistance and programs (Community Development Partnership, Lower Cape Outreach Council, Housing Assistance Corp)	ongoing	THA/Others
<b>Funding – How will we pay for it?</b>		
23. Lobby for dedicated housing funds	ongoing	THA
24. Watch for state and federal funding opportunities	ongoing	Town
25. Explore CPC bonding for specific affordable housing projects	Years 3-5	THA
<b>Production and Preservation – What affordable housing will we build? How will we ensure affordable units remain affordable?</b>		
A. Development of housing on town owned land – Cloverleaf Property	Years 1-4	THA/Developer
B. Development of housing on town owned land – Town Hall Hill	Years 2-5	THA/Developer
C. Small Scattered Sites – non profits such as Highland Affordable Housing, Habitat for Humanity, as well as private developers	Years 1-3	HAH/HHCC
D. Preserve existing affordability – monitor resales to ensure affordability remains	ongoing	THA
E. Continue with CDBG housing rehabilitation and other CDBG housing programs	ongoing	Town
F. Units created through affordable zoning provisions and local incentives	ongoing	Town
G. Encourage private fundraising campaign, including planned giving (wills/bequests)	Years 3-5	THA/HAH

THA = Truro Housing Authority  
BoS= Board of Selectmen

HAH = Highland Affordable Housing  
PB = Planning Board

BoH=Board of Health  
Town = Town Administration/Staff



# Housing Production Goals

## Town of Truro

Department of Housing and Community Development DHCD), Subsidized Housing Inventory (SHI), December 5, 2014

1,090 year-round housing units – 10% goal is 109 affordable units

Currently on SHI: 27 units; 2.5%      Planned Production Goals – 0.5% and 1.0% Goals: 5 and 11 units per year

See September 2015 Community Housing Needs Assessment for details on need by housing type.

Production – Subsidized Housing Inventory (SHI) Unit Creation/Preservation					
	year one	year two	year three	year four	year five
Development of housing on town owned land – Cloverleaf Property – Rental				12	
Development of housing on town owned land – Town Hall Hill – Rental					8
Small Scattered Site – non profits such as Highland Affordable Housing, Habitat for Humanity, as well as private developers – Rental and/or Ownership					
Habitat For Humanity of Cape Cod – 143 Rt 6 and 181 Rt 6	3		3		
Highland Affordable Housing	2				
Preserve existing affordability – monitor resales to ensure affordability remains/continue with CDBG rehabilitation programs – Rental and/or Ownership					
Units created through affordable zoning provisions and local incentives – Rental and/or Ownership		5	3		
<b>YEARLY TOTALS:</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>12</b>	<b>6</b>

Production – Units Not Eligible for Subsidized Housing Inventory					
	year one	year two	year three	year four	year five
AADUs and ADUs – Rental	3	2	2	2	2

## Infrastructure and Development Constraints

As noted in the Community Housing Needs Assessment, Truro's small town identity is key to its appeal, but also part its housing challenge. There is virtually no multi-family rental housing, and the absence of municipal water and sewer impacts the ability to create housing. Production strategies have taken these limitations into account.

The following pages include a brief description of the action items outlined in the initial grid. For more information, please reach out to a member of the Truro Housing Authority.

## Housing Action Items (numbers correlate to Action Grid)

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### **1. Review available organization entities – Partnership, Trust, Housing Authority**

There are a variety of municipal entities that focus specifically on affordable housing. There are town committees and partnerships, trusts and housing authorities. Depending on the specific entity, there can be different organizational abilities, especially concerning funds, real property and process. Truro has determined that the existing structure of the Truro Housing Authority is accepted in the community and functions well for the needed affordable housing work.

### **2. Review THA by-laws and approve amendments as needed**

The Truro Housing Authority by-laws had been structured for a more traditional housing authority that manages affordable housing units and has staff that the Commissioners oversee. THA has reviewed their by-laws and amended so that the Authority can work effectively without employees.

### **3. Hire housing consultant**

Acknowledging that the field of affordable housing is specialized and detailed, and understanding that professional time and expertise is key to implementing successful projects, THA sought and received funding from the Community Preservation Committee to hire a housing consultant. THA, working with Town Administration, issued a Request for Housing Specialist Consulting Services in the fall of 2017 and hired an experienced housing specialist.

### **4. Prepare for increase in housing monitoring role**

With increased housing production will come a larger affordable housing inventory. THA has successfully navigated deed-restricted home resales in the past (for example, working to ensure the Old Firehouse Road home remained at an affordable price and that the universal deed rider was included on the re-sale). There can also be monitoring roles in rental developments (depending on permitting and affordability structure). It is important to have an entity capable of performing the local monitoring tasks, to ensure affordability and program parameters remain in place.

### **5. Create structure so collected local and regional housing data is usable/accessible**

Data is an important element in determining program direction. Knowing details on items such as local need, specific program uptake and housing wait lists, as well as keeping up to date with regional information, is also an important element when advocating for housing programs. Creating a process for a volunteer committee so that information can be kept and maintained also means information can be and will be used.

### **6. Continue to support and partner with Highland Affordable Housing**

Truro is fortunate to have a local non-profit housing organization. Highland Affordable Housing is responsible for reinvigorating affordable housing efforts in Truro in the early 2000s and owns 4 of Truro's Subsidized Housing Inventory affordable rental units (before Sally's Way, these four were the only Truro SHI rental units). Highland Affordable Housing was also the key initial force behind the Yellow Brick Road project (which became one Habitat for Humanity home). A non-profit can embark on certain housing initiatives more flexibly than a municipality (specifically building and managing rental units). Non-profit housing organizations can also be adept at fundraising and awareness campaigns.

### **7. Work with the Town to support AADU and ADU programs (Affordable Accessory Dwelling Units and Accessory Dwelling Units)**

With the success of the Accessory Dwelling Unit article on spring 2017 Annual Town Meeting Truro has new avenues for creation of smaller units. THA can help to publicize these opportunities and can work with Town Planning to make the

permitting process clear and understandable. THA can also publicize the affordable accessory dwelling unit capability and tax advantage, and can encourage uptake.

#### **8. Seek out opportunities to work with open space groups and National Seashore**

A significant amount of Truro land is open space. Almost two-thirds of Truro is designated National Seashore, and Truro also has an active and robust conservation community. Working cooperatively and collaboratively with these groups could lead to beneficial opportunities. An example of this would be an open space acquisition project where conservation was able to restrict the environmentally sensitive portions of a parcel and housing was able to build on portions of the land that were already disturbed and of less conservation value.

#### **9. Seek out opportunities to work with private developers**

As THA is not a housing developer, private developers will be crucial to housing unit production. THA needs to understand how to incent private developers to create affordable housing and how to make the process easier and more streamlined for these developers. THA can also assist private developers by being clear and practical with housing goals, and using funds to perform preliminary feasibility work on prospective sites.

#### **10. Review inventory of municipally owned land**

THA can work with existing town data to catalog and inventory town owned land and identify parcels that could be appropriate for either multi-unit development or single unit. Identifying infrastructure resources will also be useful, especially identifying parcels with town water or the ability to have town water.

#### **11. Identify/inventory private land with potential for affordable housing (larger tracts)**

For Truro, available land is the key to creating housing. THA can review potential privately owned parcels, determine which may have interest and benefit for affordable housing, and be prepared to act if the parcels come on the market, or even proactively approach owners.

#### **12. Identify parcels that would trigger Cape Cod Commission review**

By identifying parcels in advance that would be classified as “Developments of Regional Impact” (DRIs) and that would require a Cape Cod Commission Regulatory Review, THA can be prepared to participate actively in the Commission’s Public Hearing process and to advocate on behalf of housing.

#### **13. Adopt Affordable Housing Guidelines**

Affordable Housing Guidelines provide direction to private developers and citizens regarding the type and style of affordable housing that is encouraged within the Town, and even within different areas and neighborhoods. This gives predictability in the permitting and approval process and helps developers and builders provide housing types and styles that are in keeping with the community. The 2012 Housing Plan includes a sample of Affordable Housing Guidelines.

#### **14. Work with Town Planner/Planning Board to explore affordable housing incentives in zoning by-laws (inclusionary zoning, second dwellings, zoning waivers for affordable units, affordable on non-conforming lots, condo-conversion, shop-top housing, etc.)**

There are a variety of zoning provisions that can promote affordable housing by either creating waivers from zoning requirements such as land area, setbacks and frontage; by allowing uses such as multi-family when coupled with an affordability component; or by creating density bonuses for affordable housing. Board of Health restrictions would still remain, so for land that required drinking-water wells and on-site sewage disposal systems (septic systems) there would be a limit of one bedroom for every 10,000 square feet of land area. Truro has an inventory of roughly 500 condominiums

that are restricted to seasonal use. Seasonal condominiums should be examined to see if there are ways this existing stock can be leveraged for affordable housing without creating burdens on infrastructure. There are also opportunities with inclusionary zoning, which could require a developer of larger developments to provide a percentage of units affordable, or potentially offer the option of providing affordable units off-site and/or cash payments in lieu of affordable units.

**15. Explore possibility of allowing IA septic systems for affordable housing and/or relief from DEP regulations regarding septic systems in multi-family units**

A current significant constraint on creating housing is the limitation of 4 bedrooms per acre for typical Truro housing lots (lots that require private drinking water wells and on-site sewage disposal systems/septic systems), as well as specific requirements for septic systems for multi-family units. THA can work with the Board of Health to better understand the interplay of septic systems and development, and can advocate for health regulations that will lessen barriers to creating affordable housing.

**16. Explore moderate and middle income housing needs and programs**

While the Department of Housing and Community Development (DHCD) Subsidized Housing Inventory (SHI) only includes affordable housing for households earning at or below 80% of area median income, with high priced housing and low wages, there is often a need for housing for those at 100% of area median, and even up to 150%. THA can review other high-priced communities that have a moderate and middle income housing crisis and see what strategies have been successful, and see if those strategies, or others, might be appropriate for Truro.

**17. Identify/Inventory parcels with owners unknown or in arrears on taxes**

THA can work with the Assessor and/or Tax Collector to determine whether there are beneficial opportunities for municipal land takings.

**18. – 22. Outreach and Education**

These action items are all about communicating what is being done, what needs to be done, and why it is being done. The better housing advocates communicate Truro's efforts, the more understanding there is, the more support there is, and then more initiatives can be accomplished. Education and outreach also creates awareness so people with housing needs know about and can access opportunities and services.

**23. – 25. Funding**

Creating affordable housing is expensive. Housing advocates will need to diligently and aggressively seek housing funds. With a base of effective education and communication, the hope is that a community will come together and support housing financially, whether by voting at town meeting to allocate funds, supporting state and federal grants, approving bond measures, or by private donations. All is needed.

## **PRODUCTION AND PRESERVATION –**

### **What affordable housing will we build?**

#### **How will we ensure affordable units remain affordable?**

##### **A. Development of housing on town owned land – Cloverleaf Property**

This project is already in the works, and involves the Department of Transportation deeding land currently in state ownership to Truro for the purposes of affordable housing (the land is on the north-east corner of Route 6 and Highland Road, and is part of a once-planned cloverleaf highway entrance/exit ramp). THA would perform preliminary feasibility work and issue a Request for Proposal (RFP) seeking an affordable housing developer. Preliminary plans hope for at least twelve rental units.

##### **B. Development of housing on town owned land – Town Hall Hill**

When the DPW is relocated there will be land available on Town Hall Hill. THA has identified this site as appropriate for rental development. THA should continue to advocate for this land to be designated for affordable housing purposes. As with the Cloverleaf property, THA would perform preliminary feasibility work and issue a Request for Proposal (RFP) seeking an affordable housing developer.

##### **C. Small Scattered Sites – non profits such as Highland Affordable Housing, Habitat for Humanity, as well as private developers**

THA can look to help replicate the success Highland Affordable Housing had with their Yellow Brick Road purchase, and the success Habitat for Humanity had with their 143 Route 6 project, and encourage both Highland Affordable Housing and Habitat for Humanity to continue with their small scale scattered site developments. As Habitat for Humanity is a homeownership program, other developers should be encourage to explore rental programs when possible.

##### **D. Preserve existing affordability – monitor resales to ensure affordability remains**

See above item 4; affordable deed riders and regulatory agreements have provisions to ensure affordability

##### **E. Continue with CDBG housing rehabilitation and other CDBG housing programs**

Truro has successfully used Community Development Block Grant (CDBG) funds, administered by CDP, for Housing Rehabilitation grants for income qualified homeowners. The housing rehabilitation program covers needed repairs, weatherization and code compliance. The program does not include a permanent deed rider so while a great source of assistance for homeowners who might otherwise not be able to afford home repairs, the homes are not eligible for the Subsidized Housing Inventory

##### **F. Units created through affordable zoning provisions and local incentives**

See item 14 above

# DRAFT

## TRURO PLANNING BOARD

### Meeting Minutes

Wednesday, February 7, 2018

Truro Town Hall

**Planning Board members present:** Bruce Boleyn, Peter Herridge, Paul Kiernan, Jack Riemer, Karen Tosh. Absent excused: Mike Roderick, Steve Sollog

Other participants: William Rogers, Zachary Ment, Chris Lucy, Ann Greenbaum, Cally Harper, Town Planner.

Peter Herridge opened the meeting at 5:00 pm.

### **Public Comment Period**

There was no public comment.

### **Definitive Plan Decision**

**2017-006PB** Kevin Shea, Barbara D. Rybeck, and Joan Siniscalco seek approval of a Definitive Plan filed with the Town Clerk on November 27, 2017 pursuant to MGL c. 41 §81U and Section 2.5 of the Town of Truro Regulations Governing the Subdivision of Land. The subject properties are known and numbered as 402 and 408 Shore Road, North Truro and shown as Parcel 22 and 41 on Truro Assessor's Map, Sheet 10. Hearing dates include December 20, 2017 and January 10, 2018. The Planning Board conditionally approved the project on January 10, 2018.

William Rogers came forward, representing the applicants. Ms. Harper talked about the recent meeting with the Board of Health, where approvals were given. She further explained the status of the application, which was previously approved by the Planning Board. The mylar was signed by Planning Board members.

Mr. Riemer asked for a point or order about the Board of Health process, asking for clarification. Ms. Harper explained the process.

### **Discussion of Amendments to the Zoning Bylaw and Subdivision Regulations**

The Planning Board will re-visit administrative changes to the zoning bylaw and subdivision regulations. The Town Planner will propose several changes to the Board.

Mr. Herridge talked about the role of the Planning Board to write bylaws and propose them at Town Meeting. Ms. Harper gave a presentation of the administrative changes in the Zoning Bylaw and Subdivision Regulations which the Planning Board approved at the January 24<sup>th</sup> meeting. After further review, it turns out "in the public interest" is already in the verbiage. Once voted on by the Planning Board, Ms. Harper will file the amendments with the Board of Selectman.

Mr. Riemer spoke up and, referring to the language in the Zoning Bylaw amendments, asked if the word "reasonable" could be added. He is suggesting that the request for a waiver should be accompanied by a "reasonable" explanation. Mr. Kiernan agreed. Ms. Harper asked Mr. Riemer for his reason. Mr. Riemer said that since the Planning Board is



required to act reasonably, the applicant should be asked for a reasonable explanation. Mr. Kiernan moved and Mr. Boleyn seconded, to include the word reasonable. So voted, 5-0.

### **Discussion of Size Restrictions for Residential Structures**

The Planning Board will discuss the draft zoning bylaw on size restrictions for residential structures in all zoning districts.

Mr. Herridge said we have a new draft of the bylaw created by the Planning Board subcommittee. He suggested going through the draft page by page. Discussion ensued about the use of the term "Total Gross Floor Area" or TGFA. It was agreed that "working studios" should be added to the list of structures that would be excluded. There was further discussion about measuring TGFA by measuring the exterior walls of the buildings.

Mr. Herridge read the document out loud and stopped to discuss any changes. These changes were discussed.

Mr. Kiernan said he doesn't think the Planning Board has voted on the actual numbers. He reported that Chuck Steinman suggested starting with one acre and then make it like the Seashore amendment. The intention is to make it fair.

Public comment: Zachary Ment came forward and asked where these restrictions come from and why they are being proposed. He also asked for the square footage of each of the Planning Board members' homes. Mr. Herridge answered that the purpose of the bylaw is to prevent enormous houses from being built. He talked about the community of Truro and its beauty. We are trying to preserve Truro, he said. Ms. Tosh said her house is 1,700 square feet and is on Cooper Road. Three years ago, a house nearby sold for \$ 2.4 million. The new owners tore down the house and built a 9,600 sq. ft., house. They have a generator vault, three kitchens, an elevator, acoustic guitar music room, 6 bedrooms. It is a monster house and out of character with the surrounding neighborhood.

Mr. Boleyn said he lives in a 1,100 square foot home. Mr. Ment spoke about how he feels the proposal is unfair because if you have two acres of land, you can only add 200 sq. ft. to your house. He feels like this is a land grab. He thinks people will be more likely to subdivide their property. His family is multi-generational. He doesn't think he should have to go to the Zoning Board of Appeals to add on to his house. Mr. Ment asked why they don't use a percentage of lot or building coverage, height restrictions, or setbacks, instead of restricting square footage. He thinks it's not fair to those who have a larger lot. It is too restrictive. He suggested that it is more restrictive than any other town on the Cape.

Ms. Harper explained the process of amending zoning bylaws and explained that this draft will be voted on tonight, filed with the Board of Selectmen and then it will be returned to the Planning Board for public hearing.

Chris Lucy came forward and voiced his concern that this draft was not backed up by research. He reminded the Planning Board that, at the last Town Meeting, a town-wide house size restriction, similar to the Seashore amendment, was voted down.

Mr. Riemer said that Town Counsel addressed the concerns of Mr. Lucy last year on the Seashore. The Planning Board voted last year to proceed with the same format as the Seashore. Mr. Herridge said we need to get legal advice. Mr. Lucy talked about the fact that

we have bylaws on the books that are illegal. He suggested that the Planning Board is simply proposing the same bylaw that was voted down last year. Mr. Herridge said that last year the bylaw didn't have an upper limit.

Mr. Lucy asked about TGFA. Mr. Herridge said that the regulation of the TGFA is questionable and we need to stay away from regulating the interior of structures.

Mr. Lucy said that he thought more research was needed. Mr. Kiernan said he spent the last three months pouring over the tax assessor's records. He found that median house size is slightly larger than 1,700 sq. ft. He also was able to learn what the average house size in Truro is. He mentioned that the courts have come down on using square footage to restrict house size. However, they have not come down on using "bulk."

Mr. Kiernan asked Mr. Lucy what he thought would be reasonable. Mr. Lucy asked how Accessory Dwelling Units would be affected by the bylaw. Mr. Kiernan said he was in favor of exempting ADUs. Mr. Lucy also asked what the bylaw would do to affordable housing projects. He said he thinks this new bylaw is being rushed through. He asked how many homes in Truro would be pre-existing non-conforming if this bylaw were passed.

Mr. Lucy then brought up the issue of year round condos, an issue that the Selectmen are known to be working on for Town Meeting. He warned that if this bylaw fails, the Town would have to wait three years to try again.

Mr. Ment again asked how the Planning Board came up with a limit of 3,500 square feet. He claimed that the new Seashore amendment hurt Seashore property owners' land value. He suggested that Seashore property owners would vote for this in order to hurt Town property owners.

Mr. Riemer talked about current regulations for numbers of building permits limitations for each year. He thinks we should look more broadly at the benefits of limiting house size. He talked about the importance of open space.

Mr. Herridge said that the Board needs to vote to send the draft to Selectmen. Mr. Kiernan said he would vote to send the draft to Board of Selectman and make note that the numbers are place holder numbers and could change. Mr. Kiernan made a motion to send the draft to Town Counsel and then Board of Selectmen. Mr. Boleyn seconded. So voted, 5-0.

### **Review and Approval of Meeting Minutes**

January 24, 2018

There are typos on both Mr. Kiernan's and Mr. Riemer's name. On the 2nd page there is a typo on "square feet." Mr. Kiernan made a motion to approve the minutes as amended, Mr. Boleyn seconded. So voted 5-0.

### **Reports from Board Members and Staff**

Town Planner Report

The second public hearing on the bylaw was cancelled due to a snow storm. Ms. Harper received calls asking her to reschedule with enough time for citizens to be able plan to attend. Tuesday, February 20 is the next suggested date, 6 -8 pm, at the Truro Library.

There will be a Q and A March 5, 2 -4 pm with Town Counsel. It is very important to know if Planning Board members are unable to attend, in order to cancel well in advance.

We received an informal concern about open meeting law— it's about the red-lining of the bylaw. Open meeting law training will be scheduled in the near future.

Next meeting agenda, the Housing Authority will present the Housing Production Plan seeking the Board's approval.

Ms. Greenbaum asked if the Board is going to schedule a public hearing on the Town-wide house size bylaw. The answer was not until it is filed with the Board of Selectman.

Mr. Riemer said he was grateful to those who shared their concerns tonight. And he asked for more input from the public.

Mr. Kiernan made a motion to adjourn, Mr. Boleyn seconded. So voted, 5-0. Meeting adjourned at 6:45 pm.

**Next Meeting Agenda**

Wednesday February 21 at 5 PM – Please note the new date and time!

Respectfully submitted,

Katherine Black



# TOWN OF TRURO

## Planning Department

P.O. Box 2030, Truro, MA 02666  
Tel: (508) 349-7004, Ext. 127, Fax: (508) 349-5505  
charper@truro-ma.gov

To: Truro Planning Board  
From: Cally Harper, PhD, Town Planner  
Date: February 15, 2018 (for February 21<sup>th</sup> meeting)  
Re: Town Planner Report

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1. Reminders: Q&A with Town Counsel on March 5, 2018 from 2-4 pm. Please submit questions by Monday February 26, 2018.
2. Signature for Extension Agreement for Commercial Site Plan Review – 2017-011 SPR, White Sands Beach Club, Inc.
3. Signature for Extension Agreement for Residential Site Plan Review – 2017-010 SPR, 12 Ocean Bluff Lane
4. Email from Attorney Ben Zehnder about zoning amendment to increase the period of special permits. MGL 40A/9 was amended in November 2016 to permit towns to increase to a maximum of three years from two.
5. Town Email Addresses: Effective January 1, 2018, please use your town issued email addresses. All Town business is now conveyed to you through your town issued email address.



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## Extension Agreement for Commercial Site Plan Review

Pursuant to §70.3 of the Truro Zoning By-Law, the Truro Planning Board and the applicant(s) for case **2017-011 SPR Maria Kuliopulos, White Sands Beach Club, Inc.** mutually agree to continue the time in which the Planning Board has to notice the first public hearing for property located at 706 Shore Road, Truro. The date for noticing the public hearing was originally February 16, 2018. The Planning Board and the Applicant agree to a further extension to April 18, 2018.

Planning Board Chair Signature

Applicant(s) or Representative Signature

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Dated: \_\_\_\_\_

Dated: \_\_\_\_\_



# TOWN OF TRURO

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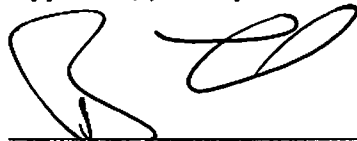
## Extension Agreement for Final Action

Pursuant to §70.5 of the Truro Zoning Bylaw, Planning Board decision is required within 90 days of the close of the hearing. The hearing was closed on December 6, 2017 and 90 days from that date is March 6, 2018. The Truro Planning Board and the applicant(s) mutually agree to continue the time in which the Planning Board has to take final action for approval of a Site Plan Review pursuant to §70.3 of the Truro Zoning By-law for removal and replacement of an existing cottage dwelling with a new dwelling and construction of a new garage accessory structure located at 12 Ocean Bluff Lane, Map 37, Parcel 6. The Planning Board and the Applicant agree to a further extension to April 20, 2018.

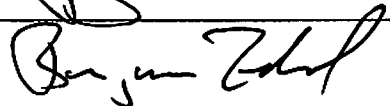
Planning Board Chair Signature

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Applicant(s) or Representative Signature

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Dated: \_\_\_\_\_

Dated: 2/12/18



**DRAFT**  
**TRURO PLANNING BOARD AGENDA**  
**Wednesday, March 7, 2018 – 5:00 p.m.**  
**Truro Town Hall, 24 Town Hall Road, Truro**

**Public Comment Period**

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

**Public Hearing on Proposed Amendment to Zoning Bylaw and Subdivision Regulations**

The Planning Board will hold a public hearing on proposed amendments to the Town of Truro Zoning Bylaw which would add new language to Sections §70.3E and §70.4F on Waiver of Information Requirements and Section 11 of the Sign Code and to take comments on proposed amendments to the Rules and Regulations Governing the Subdivision of Land which would make changes to Sections 2.5.2.7 and 2.5.2.8 on the Submission Requirements for Definitive Plans.

**Public Hearing on Proposed Amendment to Zoning Bylaw**

The Planning Board will hold a public hearing on proposed amendments to the Town of Truro Zoning Bylaw which would add a new definition of Total Gross Floor Area in §10.4, Definitions and add a new Section 50.2, Total Gross Floor Area in all Districts other than the Seashore District.

**Public Hearing on Proposed Amendment to Zoning Bylaw**

The Planning Board will hold a public hearing on proposed amendments to the Town of Truro Zoning Bylaw §40.3 Conversion of Cottage or Cabin Colony, Motor Court, Motel or Hotel which would allow existing seasonal condominiums to change to year round use through a clearly defined process.

**Review and Approval of Meeting Minutes**

February 21, 2018

**Reports from Board Members and Staff**

Town Planner Report

**Next Meeting Agenda**

Wednesday March 21 at 5 PM – Please note the new date and time!

**Adjourn**