

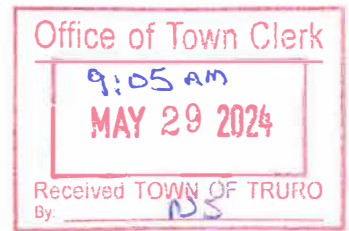


# Truro Planning Board Agenda

## Remote Zoom Meeting

Wednesday, June 5, 2024 – 5:00 pm

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



**Join the meeting from your computer, tablet or smartphone:**

**<https://us02web.zoom.us/j/81726765049>**

**Dial in: +1-646-931-3860**

**Meeting ID: 817 2676 5049**

**Passcode: 794402**

### **Open Meeting**

This will be a remote public meeting. Citizens can view the meeting on Channel 8 in Truro and on the web: Town of Truro website ([www.truro-ma.gov](http://www.truro-ma.gov)), "Helpful Links", "Truro TV Channel 8". 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/livestream.

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. 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/livestream, 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 comment via postal mail or by emailing Liz Sturdy, Planning Department Assistant, at [esturdy@truro-ma.gov](mailto:esturdy@truro-ma.gov), one week prior to the meeting; or may instead speak during the Public Comment portion of the hearing.

### **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.

1. **Planner Report**
2. **Chair Report**
3. **Minutes**

♦ April 17, 2024

### **Temporary Sign Permit Applications:**

- ♦ **Carl Fink – Truro Concert Committee**, requesting one (1) banner, 28" x 132", to be located at the intersection of 6 and 6A; **and** requesting four (4) signs, 36" x 24", to be located at: (1) Corner Route 6 and Standish Way; (2) Shore Road (in front of Truro Beach Office); (3) Snow's Park (Truro Center Road); and (4) Route 6 and North Pamet Road. The signs and banner will be installed on June 27<sup>th</sup> and removed August 30<sup>th</sup>.

### **Board Discussion**

- ♦ Vote to reappoint Caitlin Townsend as Planning Board Representative to the Community Preservation Committee (CPC) for a term July 1, 2024 through June 30, 2025
- ♦ Prioritization of work for next year

**Next Meeting:** Wednesday, June 26, 2024 at 5:00 pm

### **Adjourn**



# TOWN OF TRURO

## PLANNING BOARD

Meeting Minutes

April 17, 2024 – 5:00 pm

### REMOTE PLANNING BOARD MEETING

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

**Members Absent:** Anne Greenbaum (Vice Chair)

**Other Participants:** Town Planner/Land Use Counsel Barbara Carboni; Tim Hickey (Registered Voter); Jackie Opitz (Temporary Sign Permit Applicant); Kevin Rice (Temporary Sign Permit Applicant)

Remote meeting convened at 5:00 pm, Wednesday, April 17, 2024, by Chair Roberts who announced that this was a remote public meeting aired live on Truro TV Channel 8 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 Roberts who recognized Mr. Hickey who commented on Section 11 and a DPW employee's removal of Mr. Hickey's campaign signs from Shore Road and Standish Way, on April 9, 2024.

There were no other public comments.

Chair Roberts noted that Member Kiernan had joined the meeting.

### **Planner Report**

Town Planner/Land Use Counsel Carboni announced that the Warrants for both the Special Town Meeting and Annual Town Meeting have arrived at the Town Hall. The Warrants are also available at the Town Hall (for paper copies) and on the Town website. Town Planner/Land Use Counsel Carboni reminded the public that the last Pre-Town Meeting for the Annual Town Meeting will be held on April 24, 2024, located at the Council on Aging Center, at 5:30 pm.

### **Chair Report**

Chair Roberts had nothing to report this evening.

### **Temporary Sign Permit Applications**

Chair Roberts recognized Member Riemer who announced that he would recuse himself from any discussion or vote on temporary sign permit applications.

**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 May 31st and ending August 26.

Ms. Opitz presented her application for the Truro Educational Farmers Market's four banners and Member Althaus announced that he would recuse himself from the vote on this application.

**Member Frazier made a motion to approve this temporary sign permit application.**

**Member Kiernan seconded the motion.**

**Roll Call Vote:**

**Member Townsend – Aye**

**Member Althaus - Abstained**

**Member Frazier – Aye**

**Member Riemer – Abstained**

**Member Kiernan – Aye**

**Chair Roberts – Aye**

**So voted, 4-0-2, motion carries.**

**Allison - Payomet Performing Arts Center**, requesting two (2) 36" x 42" signs (one between Cape View Motel and Noon es Heights Road on East side of highway; and one on West side of highway halfway between the main entrance of the Truro Elementary School and the satellite parking area). The signs will be installed on May 1st and removed December 31st.

Mr. Rice presented his application for the Payomet Performing Arts Center's three signs. Member Althaus announced that he would recuse himself from the vote on this application.

**Member Kiernan made a motion to approve this temporary sign permit application.**

**Member Frazier seconded the motion.**

**Roll Call Vote:**

**Member Townsend – Aye**

**Member Althaus - Abstained**

**Member Frazier – Aye**

**Member Riemer – Abstained**

**Member Kiernan – Aye**

**Chair Roberts – Aye**

**So voted, 4-0-2, motion carries.**

### **Board Discussion**

Chair Roberts and the Members reviewed and discussed Section 11. Temporary Signs.

Members and Town Planner/Land Use Counsel Carboni discussed and commented on the following highlighted topics: the way other Cape towns regulate temporary signs, the possibility to refer temporary sign approvals to specific Town staff (for example the Building Commissioner), reviewed Provincetown's Zoning Bylaw 3250 Temporary and Political Signs, problematic ambiguity with Section 11, political sign guidelines, guidelines for contractor signs, and the Select Board's responsibility to enforce the Bylaw.

The Members will add this topic to the agenda of an upcoming meeting as more discussion is needed.

Chair Roberts reminded the Members about the upcoming last two public hearings regarding the Water Resources Overlay Map article and the Fractional Ownership article. Chair Roberts noted that the votes of the Planning Board were not included in the Warrant due to printing timelines for the Warrant. All of the other articles voted on the Planning Board will be included in the Warrant as usual. Chair Roberts will request that Town Moderator Paul Wistozky announce the Planning Board's votes prior to the article being introduced and voted upon on the Town floor. There were no other comments or objections by the Members.

Chair Roberts announced that the next meeting will be Wednesday, May 8, 2024, at 5:00 pm.

**Member Althaus made a motion to adjourn at 5:39 pm.**

**Member Frazier seconded the motion.**

**Roll Call Vote:**

**Member Townsend – Aye**

**Member Althaus - Aye**

**Member Frazier – Aye**

**Member Riemer – Aye**

**Member Kiernan - Aye**

**Chair Roberts - Aye**

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

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Alexander O. Powers", written over a horizontal line.

Alexander O. Powers

Board/Committee/Commission Support Staff

# TOWN OF TRURO



# PLANNING BOARD



## Application for Temporary Sign Permit

Pursuant to Section 11 of the Truro Sign Code

Fee: \$25.00 (for each 30-day period)

Applicant Name: Truro Concert Committee Date: 5-23-2024

Applicant Contact Information: Carl Fink P.O. Box 985 Truro MA 02666  
617-308-7195 carl.fink@comcast.net  
Phone Mailing Address Email

Number of Signs Requested: 4 metal  
+ 1 banner 28" H x 132" W  
Canvas cloth  
"Truro Summer Concerts"

### Temporary Sign Dimensions:

- (1) Height 3' Width 2'
- (2) Height 3' Width 2'
- (3) Height 3' Width 2'
- (4) Height 3' Width 2'

Location(s) of Proposed Temporary Sign(s): Snow Park / Rt 6 at Standish Way /  
Rt 6 at N. Pamet Rd; Town Rec Building. Banner at Rt 6 / 6A island on  
existing metal stakes.

Date(s) of the Event in Which the Sign is Intended: 7/4; 7/11; 7/18; 7/25; 8/1; 8/8; 8/15;

Date When Sign(s) will be: Installed: 6/27/24 Removed: 8/30/24 8/22; 8/29

Applicant Signature Carl Fink 5-23-2024  
Applicant Printed Name CARL FINK Date

If sign(s) to be placed on private property, please have Owner print and sign name below:

Owner Signature n/a Date  
(which also authorizes the use of the property)  
Owner Printed Name \_\_\_\_\_

Planning Board Action: Approved Approved w/Conditions Denied

Conditions: \_\_\_\_\_

Board Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair, Planning Board

**Supplement to Town Concert Committee Application for Temporary Signs**

Prepared by BHC on June 23, 2021 to assist Applicant and Board

**4 signs in metal frames – Dimensions: 3' x 2'**

Sign 1 Location: Snow's Park (Truro Center Road)

Map 51, Parcel 12

Property Owner: Town

Sign 2 Location: Route 6 and Standish Way

In highway layout (no map and parcel)

Property Owner: Commonwealth

Sign 3 Location: Route 6 and North Pamet Road

In highway layout (no map and parcel)

Property Owner: Commonwealth

Sign 4 Location: Front of Town Rec Building, Shore Road

Map 36, Parcel 130

Property Owner: Town of Truro

**1 Banner**

Location: Route 6/6A island

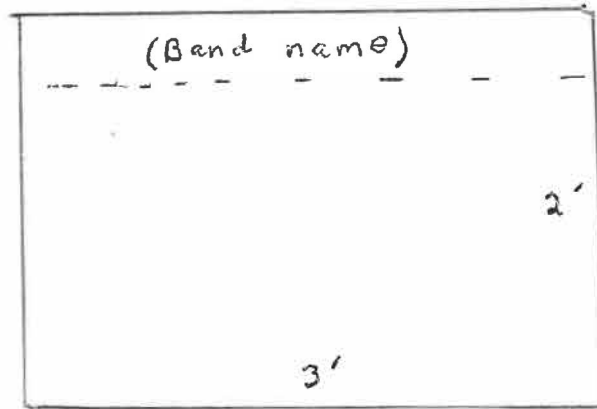
In highway layout (no map and parcel)

Property owner: Commonwealth

Truro Concert Committee

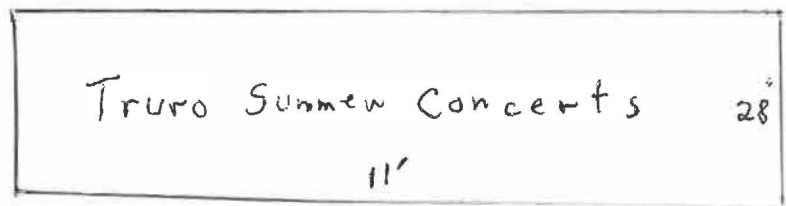
5-23-2024

1" = 1 foot



4 metal signs

1" = 33"



Canvas  
Banner

**Truro Planning Board**  
**WORKING LIST OF POTENTIAL BYLAWS and TASKS**  
**5-22-2024**

1. **ADU & Duplex** – Language for Tax Exemption.
2. **Inclusionary Zoning**
3. **House size** –
  - a. Large Houses: (potentially combine both Seashore and Residential districts into a single bylaw section, revisit Special Permit for additional house area).
  - b. Limitations on “unfinished space”
  - c. Undersized Lots: Limit house size on undersized lots to a maximum percentage of lot coverage (or determine if this is necessary given that size is already potentially constrained by setback and septic requirements?)
4. **Coastal Erosion/Climate Change/Retreat.** (Review in conjunction with Conservation Commission, possibly set up a community forum with E. Beebe as a prelude to considering potential zoning changes)
5. **Zoning Bylaws Enforcement clauses**, review (see Section 60 of Zoning Bylaws).
6. **Development Agreement.**
7. **Street Definition:** Develop a simplified, shortened version.
8. **Street Inventory spreadsheet** update (per PK) – possible prerequisite to street definition revisit?
9. **Choke Point** (Rt 6; Castle Rd to Highland Rd). Begin discussion by meeting with Police and Fire to obtain their input on this topic.
10. **Clean Fill bylaw** –stop burial of construction debris. (Note: work with BoH, CC)
11. **Lot Coverage** – limit impermeable structures to certain % (stop turning rain into runoff) also  
Open Space – certain % of lot remain in natural state
12. **Lot Clearing bylaw** –
  - a. Limit grubbing
  - b. Soil replenishment – require replenishment of grubbed areas with sufficient quality fill to support growth of native vegetation.
  - c. Limit % of lot disturbed or covered by imported fill?

Note: Work with BoH, CC, amend or provide input to new Stormwater bylaw, if appropriate.
13. **Scenic Roads** - Review/Implement designation. (Per Regional Policy Plan).



14. **Low-Lying Roads** - Review/implement designation (Per CCC).
15. **Align Zoning Bylaws with CCNS regulations regarding the prohibition of two living units on a Seashore District lot**
  - a. For example, define “Residential Kitchen” as “...must include a stove.” (only one kitchen allowed/dwelling).
16. **Condo Conversions** review (Review Change in Use aspects).
17. **Building Height zoning restrictions vs. raised construction in Flood Plains.**
18. **Flood Plain bylaw review** and possible amendment (Refer to draft LCP).
19. **Stormwater bylaw** - Review and contribute to the BoH / CC version that was withdrawn from Fall 2023 STM.
20. **Sign Code:** Permanent & Temporary signs possibly handled by same entity (i.e., not Planning Board). Review and clarification of Temporary Signs section.

Note: Currently this bylaw charges the Building Commissioner as responsible for Permanent Signs and the Planning Board as responsible for approval of Temporary Signs.
21. Section 40.4 **Communications Structures** – edit/revise to require that wind loads for structural analysis be per State Building Code, 780 CMR. Risk Category to be site specific, per new application.
22. **Commercial Zoning District** - Changes to (or expansion of) Commercial Zoning District.
23. **Fences** – Fences as structures, clarify setback regulations as applicable to fences.
24. **Sustaining Walls vs. Retaining Walls** – clarify zoning bylaw definitions, language and intent as to the reasons for differentiating these wall types, why are Sustaining Walls classified as “structures” whereas Retaining Walls are not.
25. **Multi-Family Overlay District**
26. **Walsh Property Overlay District.**