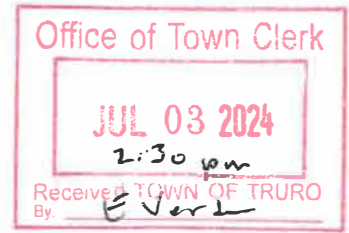




Truro Planning Board Agenda **AMENDED**

Remote Zoom Meeting
Wednesday, July 10, 2024 – 5:00 pm
www.truro-ma.gov



Join the meeting from your computer, tablet or smartphone:

<https://us02web.zoom.us/j/82880533742>

Dial in: +1-646-931-3860

Meeting ID: 828 8053 3742

Passcode: 064981

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), "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, 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

- ◆ May 22, 2024
- ◆ June 5, 2024

Temporary Sign Permit Applications:

- ◆ **Jennifer Pierce – Truro Chamber of Commerce/Truro Treasures**, requesting one (1) sign, 3' x 8', to be located at the intersection of 6 and 6A. The sign will be installed on September 1st and removed September 25th.

Board Discussion/Action

- ◆ Board discussion: plans and format for public forum on the sign code, to be held on August 7th
- ◆ Prioritization of work for next year

Next Meeting: Wednesday, July 24, 2024 at 4:00 pm [Special Time]

Adjourn



TOWN OF TRURO

PLANNING BOARD

Meeting Minutes

May 22, 2024 – 5:00 pm

REMOTE PLANNING BOARD MEETING

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

Members Absent:

Other Participants: Town Planner/Land Use Counsel Barbara Carboni; Russ Braun (Truro Voter and ZBA Member); Jim Summers (Community Preservation Committee Co-Chair and Member of the Truro Historical Commission); Gail Wickstrom (Truro Resident)

Remote meeting convened at 5:00 pm, Wednesday, May 22, 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 and who recognized the following individual for public comment: Mr. Braun (Planning Board goals for the next year, revisit the definition of “street”, when a fence becomes subject to setbacks, and revisit the definitions for “sustaining wall” and “retaining wall”). There were no other public comments.

Planner Report

Town Planner/Land Use Counsel Carboni responded to Mr. Braun’s comments and noted that a Zoning Task Force has been established which will review zoning bylaws and make recommendations, as necessary. Town Planner/Land Use Counsel Carboni also opined that there was nothing to prevent a ZBA member or Planning Board member being appointed to the Zoning Task Force. Town Planner/Land Use Counsel Carboni also reported that she attended the Barnstable County Regional Housing Services presentation on May 20, 2024 and provided a brief overview of services which are provided and the funding that was available to Cape Cod communities.

Chair Report

Chair Roberts commented that there will be a public hearing on June 26, 2024 for the Subdivision Regulation amendments and it will appear on the meeting agenda. Chair Roberts asked Member Townsend if she wished to continue serving on the Community Preservation Committee (CPC) as her term will expire in June and Member Townsend replied that she would like to be reappointed to the CPC. Town Planner/Land Use Counsel Carboni opined that a member vote should be taken to reappoint

Member Townsend to the CPC and that the vote should be added to the next meeting as an agenda item. Member Townsend said that she will be unable to attend the next meeting and Town Planner/Land Use Counsel Carboni replied that would not be an issue if Member Townsend was not present for the vote to reappoint her to the CPC.

Chair Roberts recognized CPC Co-Chair Summers who expressed his support for Member Townsend's interest to be reappointed to the CPC and reminded the Members that they must sign a document through Town staff to make the process and reappointment official.

Chair Roberts asked Town Planner/Land Use Counsel Carboni regarding an upcoming meeting regarding the Lower Cape Housing Initiative (LCHI) and Town Planner/Land Use Counsel Carboni said that she will conduct research for more information to provide to the Members.

Minutes

None

Temporary Sign Permit Applications

Prior to the start of this agenda item, Member Riemer announced that he would recuse himself from any sign discussions this evening.

Janice Pelosi – Truro Historical Society – Highland House Museum, requesting one (1) 36" x 48" banner (corner of Route 6 and South Highland Road). The banner will be installed on May 25th and removed September 30th.

Chair Roberts recognized Truro Historical Commission Member Summers who presented the application, background information, and the justification for the application.

Members briefly commented on the location of the sign.

Chair Roberts recognized Ms. Wickstrom who commented on this matter and stated that her only interest in this matter is to keep South Highland Road safer and reduce the amount of traffic due to heavy pedestrian foot traffic in the area.

Town Planner/Land Use Counsel Carboni opined that the sign could be approved at the location recommended by the DPW and approve a second sign with language that would be subjected for approval by Chair Roberts so Truro Historical Commission Member Summers would not have to reappear at a future meeting. Town Planner/Land Use Counsel Carboni then stated a recommended motion for the Members to consider and there were no objections to the language recommended.

Chair Roberts made a motion to approve a temporary sign at Route 6 and South Hollow Road and for a sign at South Hollow Road and South Highland Road similar in form to the application submitted with approval delegated to the Planning Board chair to approve the final version.

Member Kiernan seconded the motion.

**Note: Prior to the vote, Chair Roberts announced that Vice Chair Greenbaum had joined the meeting.*

Roll Call Vote:

Vice Chair Greenbaum - Aye

Member Townsend – Aye
Member Althaus - Aye
Member Frazier – Aye
Member Riemer – Recused
Member Kiernan - Aye
Chair Roberts - Aye
So voted, 6-0-0, motion carries.

After the vote, Vice Chair Greenbaum noted that the Members should look at being equitable and examine other signs in Truro that should be addressed in the future and Chair Roberts concurred.

Genevieve Morin – Truro Yoga, requesting one (1) sign, 3' x 2' to be located next to Snow's Park from May 31st through August 30th. The signs will be installed on Fridays and removed on Sundays.

Chair Roberts asked if anyone was present to represent Truro Yoga and there was no representative of the Applicant present. Chair Roberts then noted that the Members will proceed without representation from the Applicant. There were no objections to the application by the Members.

Member Kiernan made a motion to approve the temporary sign application for Truro Yoga.
Member Althaus seconded the motion.

Roll Call Vote:

Vice Chair Greenbaum - Aye
Member Townsend – Aye
Member Althaus - Aye
Member Frazier – Aye
Member Riemer – Recused
Member Kiernan - Aye
Chair Roberts - Aye
So voted, 6-0-0, motion carries.

Board Discussion

Chair Roberts led the Members in the discussion of prioritization of work for the next year. Chair Roberts reviewed the process to review the current list containing 21 items, additions to the list, the distribution of the revised list to the Members so they could individually rank order the priorities, and then once completed, the Members could vote on the final list of priorities at a future meeting.

The items discussed by Chair Roberts, the Members, and Town Planner/Land Use Counsel Carboni and commented on included: ADU and Duplex language for tax exemptions, House Size Bylaw with respect to large and small lots (Residential District and the National Seashore District), Undersized Lots (and the impact of setbacks), Coastal Erosion and Climate Change/Retreat, Review of Zoning Bylaws and Enforcement Clauses, Development Agreement, "Street" Definition, Street Inventory Spreadsheet Update, Chokepoint between Castle Road and South Highland Road, Clean Fill Bylaw, Lot Coverage/Open Space Percentages, Stormwater Bylaw (in collaboration with the Board of Health and available Town staff), Lot Clearing Bylaw, Scenic Road Designation, Low Lying Road Designation, Align Zoning Bylaws with the Cape Cod National Seashore Regulations Regarding the Prohibition of Two (2) Living Units on a Seashore District Lot (Members will discuss in more detail at a future meeting), Condominium Conversion Review and Change of Use Aspects, Building Height/Zoning Restrictions

Versus Raised Construction in Flood Plains, Flood Plain Bylaw and Review of Amendments, Sign Code, Communications Structures, and Changes to/or Expansion of the Commercial Zoning District.

After the list was reviewed, Chair Roberts then announced that Fence Verification and Fence Setbacks will be added to the list thanks to Mr. Braun's comments earlier in the meeting as well as Sustaining Walls and Retaining Walls.

Chair Roberts then asked Town Planner/Land Use Counsel Carboni then provided feedback on the priority list for the next year. Town Planner/Land Use Counsel Carboni suggested that the Members should focus on items which fall under the Planning Board's jurisdiction as well as review the Local Comprehensive Plan (LCP) with particular attention to land use and zoning. Town Planner/Land Use Counsel Carboni also suggested that the Members explore a Multi-Family Overlay District, potentially a Walsh Property Overlay District, and an Inclusionary Overlay District. Town Planner/Land Use Counsel Carboni noted that she and Health and Conservation Agent Emily Beebe had begun a Multi-Family Overlay District.

Chair Roberts then announced these additional items would be added to the revised list for the Members to consider. Chair Roberts asked the Members to rank order their top 5 priorities and he added that Members could recommend other priorities on the list that could be distributed to the newly created Zoning Task Force to consider as its priorities for the coming year.

Vice Chair Greenbaum made a motion to adjourn at 6:54 pm.

Member Althaus seconded the motion.

Roll Call Vote:

Vice Chair Greenbaum – Aye

Member Townsend - Aye

Member Althaus - Aye

Member Frazier – Aye

Member Riemer – Aye

Member Kiernan - Aye

Chair Roberts - Aye

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

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff



TOWN OF TRURO

PLANNING BOARD

Meeting Minutes

June 5, 2024 – 5:00 pm

REMOTE PLANNING BOARD MEETING

Members Present (Quorum): Rich Roberts (Chair); Anne Greenbaum (Vice Chair); Ellery Althaus; Paul Kiernan; Virginia Frazier

Members Absent: Jack Riemer (Clerk); Caitlin Townsend

Other Participants: Town Planner/Land Use Counsel Barbara Carboni; Carl Fink (Member of the Truro Concert Committee-Applicant)

Remote meeting convened at 5:00 pm, Wednesday, June 5, 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 and there were none.

Planner Report

Town Planner/Land Use Counsel Carboni reported that she had submitted the Local Comprehensive Plan (LCP) to the Cape Cod Commission for approval. Town Planner/Land Use Counsel Carboni noted that she had received an email today requesting her attendance to an upcoming Cape Cod Commission meeting. It will be a remote meeting and once the date has been set, Town Planner/Land Use Counsel Carboni will provide that information to the Members as Members will be able to attend the meeting.

Chair Report

Chair Roberts congratulated Vice Chair Greenbaum who was re-elected to the Planning Board by receiving 78% of the vote.

Chair Roberts announced that the vote for the Planning Board's chair and vice chair that would be normally held tonight will be postponed until June 26, 2024 due to the absence of two Members. There were no objections.

Chair Roberts noted that the Members were interested in climate change and coastal erosion. These topics were of interest to the Members and he had invited Health and Conservation Agent Emily Beebe to a future Planning Board meeting in July.

Chair Roberts also reminded the Members that there will be a hearing on June 26, 2024 regarding Subdivision Regulations.

Chair Roberts invited Town Planner/Land Use Counsel Carboni to comment on a request from Horton's Campground for temporary facilities to replace the old bath house. Town Planner/Land Use Counsel Carboni noted that Building Commissioner Rich Stevens had communicated with Horton's Campground that a Site Plan Review must be submitted to the Planning Board as there are no exceptions for a waiver of this requirement within the National Seashore District. Town Planner/Land Use Counsel Carboni stated that the Members will see a hearing scheduled for Horton's Campground regarding this matter on an upcoming meeting agenda.

Minutes

Chair Roberts led the review of the minutes of April 17, 2024 for edits, comments or corrections. Vice Chair Greenbaum noted that she appreciated the inclusion of specified topics in the minutes raised by individuals during the public comment portion of the April 17, 2024 meeting and that this continue moving forward in future Planning Board minutes. Vice Chair Greenbaum abstained from the vote on the minutes.

Member Althaus made a motion to approve the minutes of April 17, 2024 as written.

Member Frazier seconded the motion.

Roll Call Vote:

Vice Chair Greenbaum - Abstained

Member Althaus - Aye

Member Frazier – Aye

Member Kiernan - Aye

Chair Roberts - Aye

So voted, 4-0-1, motion carries.

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) Comer 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 Pam et Road. The signs and banner will be installed on June 27th and removed on August 30th.

Chair Roberts recognized Truro Concert Committee Member Fink who presented the application for the Members' consideration and vote.

Vice Chair Greenbaum made a motion to approve the application submitted by the Truro Concert Committee.

Member Kiernan seconded the motion.

Roll Call Vote:

Vice Chair Greenbaum - Aye

Member Althaus - Aye

Member Frazier – Aye

Member Kiernan - Aye

Chair Roberts - Aye
So voted, 5-0-0, motion carries.

Board Discussion

Chair Roberts led the Members in the discussion of reappointing Caitlin Townsend as the Planning Board Representative to the Community Preservation Committee (CPC) for a term July 1, 2024 through June 30, 2025. Chair Roberts noted that despite Member Townsend's absence this evening, the vote to reappoint her would take place this evening.

Member Kiernan made a motion to reappoint Caitlin Townsend as the Planning Board Representative to the Community Preservation Committee (CPC) for a term July 1, 2024 through June 30, 2025.

Member Frazier seconded the motion.

Roll Call Vote:

Vice Chair Greenbaum - Aye

Member Althaus - Aye

Member Frazier – Aye

Member Kiernan - Aye

Chair Roberts - Aye

So voted, 5-0-0, motion carries.

After the vote, Town Planner/Land Use Counsel Carboni reminded the Members that they had to sign the reappointment and to coordinate with Planning Department Assistant Liz Sturdy for any documentation and signatures required.

Chair Roberts led the Members in the discussion of prioritization of work for the next year. Chair Roberts noted that only 3 Members of the 7 Members had provided input to him regarding their top action items so there would be no vote tonight on the priorities but rather a continued discussion. Chair Roberts said that from the feedback that he had received the three topics which received the most interest were: Coastal Erosion/Climate Change/Retreat, the Lot Clearing Bylaw, and the Commercial Zoning District.

Chair Roberts, the Members, and Town Planner/Land Use Counsel Carboni commented on and discussed the following highlighted topics: a request to the Cape Cod Commission for examples of Development Agreements; a request for additional information regarding business districts; and the creation of an overlay district and the need to describe the purpose of the overlay district.

Chair Roberts and the Members then agreed to review the Priorities List and then provide brief additional comments. The Priorities List contains the following items:

1. ADU & Duplex
2. Inclusionary Zoning
3. House Size
4. Coastal Erosion/Climate Change/Retreat
5. Zoning Bylaws Enforcement Clauses
6. Development Agreement
7. Street Definition
8. Street Inventory Spreadsheet

9. Choke Point (Route 6, Castle Road to Highland Road)

10. Clean Fill Bylaw

11. Lot Coverage

12. Lot Clearing Bylaw

13. Scenic Roads

Note: After the discussion on Scenic Roads, Town Planner/Land Use Counsel Carboni departed the meeting to attend another meeting.

14. Low-Lying Roads

15. Align Zoning Bylaws with Cape Cod National Seashore (CCNS) Regulations Regarding the Prohibition of Two Living Units on a Seashore District Lot.

16. Condominium Conversions Review

17. Building Height Zoning Restrictions vs. Raised Construction in Flood Plains

18. Flood Plain Bylaw Review

19. Stormwater Bylaw

20. Sign Code

21. Section 40.4 Communications Structures

22. Commercial Zoning District

23. Fences

24. Sustaining Walls vs. Retaining Walls

25. Multi-Family Overlay District

26. Walsh Property Overlay District

Member Althaus made a motion to adjourn at 6:54 pm.

Vice Chair Greenbaum seconded the motion.

Roll Call Vote:

Vice Chair Greenbaum – Aye

Member Althaus - Aye

Member Frazier – Aye

Member Kiernan - Aye

Chair Roberts - Aye

So voted, 5-0-0, motion carries.

Respectfully submitted,



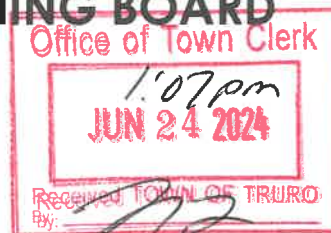
Alexander O. Powers

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 Chamber of Commerce for Truro Treasures Date: June 6, 2024

Applicant Contact Information: PO Box 26, North Truro 02652

Phone: Info Booth 508 487-1288, Jen cell 508 524-4244 Mailing Address: info@TruroChamberofCommerce.com
Email:

Number of Signs Requested: one

Temporary Sign Dimensions:

- | | | | | |
|-----|--------|-------------|-------|----------|
| (1) | Height | <u>8</u> | Width | <u>3</u> |
| (2) | Height | | Width | |
| (3) | Height | <u>Text</u> | Width | |
| (4) | Height | | Width | |

Location(s) of Proposed Temporary Sign(s):

The Spit, town owned land across from Atlantic Spice, on the Intersection of Shore Rd and Route 6 in North Truro

Date(s) of the Event in Which the Sign is Intended: September 20-22

Date When Sign(s) will be: Installed: September 1, 2024 Removed: September 25, 2024

Applicant Signature: Jennifer L. Pierce Date: June 4, 2024

Applicant Printed Name: Jennifer L Pierce, Executive Director, Truro Chamber of Commerce

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

Owner Signature: _____ 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

Office of Town Clerk

1:07pm
JUN 24 2024

Received TOWN OF TRURO
By: *[Signature]*



TruroTreasures.org



Truro.Treasures