

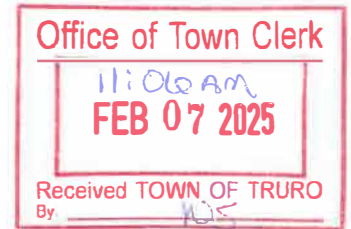


# TOWN OF TRURO

## PLANNING BOARD

### Meeting Minutes

October 23, 2024 – 5:00 pm  
REMOTE PLANNING BOARD MEETING



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

**Members Absent:** Virginia Frazier

**Other Participants:** Town Planner/Land Use Counsel Barbara Carboni; Stanley, Ruth, and Benjamin Sigel (Abutters 4 Union Field End); Daniel Duarte (Abutter 50 Old Kings Highway); H. Wayne Klekamp (Owner 10 Old Dewline Road and 67 South Highland Road – Applicant); Mark Mariano (Oakhill Engineering and Representative for H. Wayne Klekamp – Applicant); Robert Shingleton (Representative for H. Wayne Klekamp – Applicant)

The remote meeting convened at 5:00 pm, Wednesday, October 23, 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 comments. 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.

*Note: Prior to the Planner Report, Town Planner/Land Use Counsel Carboni asked for guidance from Chair Roberts regarding the admission of online participants to the meeting due to the unprecedented "Zoom bombing" which created chaos and multiple disruptions at the previous meetings. Chair Roberts noted that the individuals presently awaiting admission to the meeting did not appear to have aliases to disguise their identity. Mr. Mariano, Mr. Duarte, and Mr. Siegel were admitted. Chair Roberts noted that the Planning Board did not have the same IT security measures in place as the Select Board.*

### **Planner Report**

Town Planner/Land Use Counsel Carboni reported the Ad Hoc Walsh Property Advisory Committee had occurred on Monday and another meeting is scheduled in November. The Zoning Task Force will hold its first meeting on Monday. This will be a remote meeting and a link to view the meeting, the meeting agenda, and the meeting packet is available on the Zoning Task Force website.

### **Chair Report**

Chair Roberts reported that he did not have anything to report this evening.

## **Minutes**

Chair Roberts and the Members reviewed the minutes from August 7, 2024 for comments, corrections or edits and there were none.

**Vice Chair Greenbaum made a motion to approve the minutes from August 7, 2024 as submitted.**

**Member Kiernan seconded the motion.**

**Roll Call Vote:**

**Vice Chair Greenbaum – Aye**

**Member Townsend – Aye**

**Member Althaus - Aye**

**Member Riemer - Aye**

**Member Kiernan - Aye**

**Chair Roberts - Aye**

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

## **Board Action/Review**

**2024-006/PB Preliminary Subdivision - 32 Union Field Road (Atlas Map 47, Parcel 21), Susan Dyer Lambert and William R. Dyer.**

Chair Roberts asked if there was anyone present to represent the Applicant and Town Planner/Land Use Counsel Carboni announced that the Applicant had submitted a request for a continuance as well as an extension agreement. Town Planner/Land Use Counsel Carboni will give the Abutter the opportunity to provide documentation regarding their opposition to this matter and then Town Planner/Land Use Counsel Carboni will turn over the documentation to KP Law for a title legal review. The Applicant's representative, J. Thaddeus Eldredge, submitted this request earlier today and requested a continuance to November 20, 2024. Town Planner/Land Use Counsel Carboni opined that this would be an acceptable request should the Members chose to grant the request.

Chair Roberts stated that it seemed acceptable to give additional time to hear from the Applicant, the Abutters, and KP Law in this matter. Member Kiernan asked if he had questions would he submit them to KP Law and Town Planner/Land Use Counsel Carboni said that she would like to receive his questions, provide those questions to the Abutter as well as to KP Law. Member Kiernan said that he would be most comfortable sending his questions through Chair Roberts to Town Planner/Land Use Carboni and there were no objections from Chair Roberts or Town Planner/Land Use Carboni.

**Member Kiernan made a motion to continue the matter of 2024-006/PB Preliminary Subdivision to November 20, 2024.**

**Member Riemer seconded the motion.**

**Roll Call Vote:**

**Vice Chair Greenbaum – Aye**

**Member Townsend – Aye**

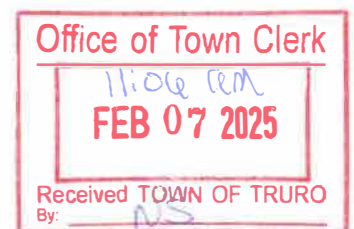
**Member Althaus - Aye**

**Member Riemer - Aye**

**Member Kiernan - Aye**

**Chair Roberts - Aye**

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



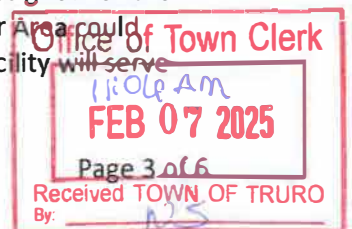
After the vote, Chair Roberts recognized Mr. Siegel who asked if all parties would be able to receive and review KP Law's opinion prior to the continued meeting regarding this matter on November 20, 2024, and Chair Roberts replied in the affirmative.

### **Public Hearing - New**

**2024-001/SPR A/C Mobile Home Park Inc. (Horton's)** - 67 South Highland Avenue and 10 Old Dewline Road (Atlas Map 37, Parcel 15, 19). Applicant seeks a Site Plan Review for construction of a Comfort Station on the upper area of Horton's Campground located in the Seashore District.

Chair Roberts recognized Mr. Mariano who presented an overview of the Site Plan Review and the proposed project. Mr. Mariano noted several highlights of the project to include: the comfort station will be a single-level building used for seasonal use only and winterized for the winter; it will be constructed of concrete masonry blocks with an asphalt shingle roof; the building will be completely ADA-accessible; regarding stormwater, gutter drains will collect water from the roof, go into gutter drops which will then be placed into a sub-surface infiltration basin; the site has very good sand and there are no issues with drainage; the Planting Plan will keep natural vegetation consistent with the surrounding vegetation; the site will have concrete walkways with ADA transition platforms to ease access to the building; the north side will have bike racks; the building will be served by domestic water and sewage will tie into the sewer network; the maximum height of the roof will 16'  $\frac{3}{4}$ " was confirmed with the project's architect and is consistent with the height of a single-story building; the interior of the building consists of water closets, toilets, urinals, lavatory sinks, individual showers (ADA-accessible), dedicated laundry room, domestic water and bottle refilling stations, and an open wash area for cutlery cleaning and other items; and the building will be open 24 hours a day and will have down lighting limited to the site of the building only.

The Members, Town Planner/Land Use Counsel Carboni, Mr. Shingleton, and Mr. Mariano commented on or discussed the following highlighted topics: Mr. Mariano confirmed that he was not involved before the initial demolition of the pre-existing building; Mr. Mariano confirmed that the original building had already been removed as contained in the Applicant's narrative; Mr. Mariano confirmed that a demolition permit had been issued; Mr. Mariano was unsure if in accordance with the demolition permit that all of the materials were removed legally from the site and Mr. Mariano said that he will request a written confirmation from the Owners that all the materials were removed legally from the site; a request that the Applicant identify specifically on the site plan the exact location of Dewline Road; add the exact location of a well on the property to the site plan; add the Wastewater Treatment System exact location to the site plan; add the exact location of the wastewater lines to the site plan; Mr. Mariano was unsure if the general public would have access to the Wastewater Treatment System (such as campers staying in Provincetown and coming to this location to eliminate their waste from their campers as a convenience) and Mr. Mariano will check on that; the capacity of the existing DEP-approved treatment plant and determine if it can serve the campground regardless of how many units are there; Mr. Shingleton confirmed that the current DEP-approved treatment plant is approved for 57,010 gallons per day, and under an agreement with the Town of Truro, the Applicant is limited to 218 sites at Horton's and 330 sites in the Upper Area for a total of 548 sites which is under the maximum capacity of the treatment plant; in accordance with the Town of Truro agreement, starting in 2026, the Applicant is mandated to have 41 permanent tent sites in the Upper Area, and in the interim, there will be 55 tent sites in the Upper Area; Mr. Shingleton confirmed that the new building is designed for the guests staying in the Upper Area although he acknowledged that guests from the Lower Area could access it but it would not be convenient for them to do so; the number of guests the facility will serve



and whether it is large enough to serve the guests who will use the facility; whether the road up the hill was adequate for emergency vehicles to have access to the facility in an emergency; Mr. Mariano confirmed that guests will park in their tent space; the issue of the National Seashore's opposition to the use of Dewline Road and Mr. Shingleton confirmed that the concern over Dewline Road has been resolved with the National Seashore and access to Dewline Road will be locked and will be used only in an event of an emergency (Vice Chair Greenbaum asked Town Planner/Land Use Counsel Carboni to list this as a condition to approving the Applicant's application as it applied to not using Dewline Road during construction and Town Planner/Land Use Counsel Carboni had no objection); a majority of the Members agreed that a site visit should be scheduled and will be coordinated with Planning Board Assistant Liz Sturdy; Mr. Mariano and Mr. Shingleton confirmed that approval of this building would be for a "in kind use" from what was previously there; Mr. Shingleton confirmed that the new building would be in the exact same area as the previous structure; Mr. Shingleton will provide photographs of the previous structure to the Members; and whether the project will adhere to National Seashore regulations by the Applicant's construction method using concrete masonry blocks for the exterior as it may not be what is expected within the National Seashore from an aesthetic point of view and if there was, or not, an alternative method for the facade of the structure.

Chair Roberts announced that there will be a site visit scheduled to visit the site and the Members would consider this application at a future meeting. Chair Roberts then asked for a motion to continue this hearing to a date certain.

**Vice Chair Greenbaum made a motion to continue the matter of 2024-001/SPR A/C Mobile Home Park Inc. (Horton's) to November 20, 2024.**

**Member Kiernan seconded the motion.**

**Roll Call Vote:**

**Vice Chair Greenbaum – Aye**

**Member Townsend – Aye**

**Member Althaus - Aye**

**Member Riemer - Aye**

**Member Kiernan - Aye**

**Chair Roberts - Aye**

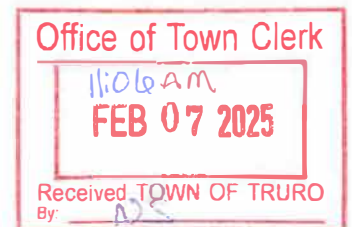
**So voted, 6-0-0, motion carries.**

#### **Board Discussion/ Action**

Updates on work for next year:

Chair Roberts led the discussion with the Members on this agenda item.

- Lot Clearing
  - Chair Roberts noted that Member Frazier was not present this evening and then he discussed the effort to reduce the 12-page Cape Cod Commission model bylaw and the result being just over 7 pages. The document is currently under review by two other Members and he noted that he felt that it may still be too long to pass at Town Meeting. Chair Roberts noted that a public comment had been received since the last meeting and it was critical that the Members focused on lot clearing was on cut and fill and the modification of terrain. Chair Roberts will distribute the shortened version of the model bylaw to the Members so it can be discussed further at the next meeting.



- Lot Coverage
  - Vice Chair Greenbaum reviewed the topics discussed at the previous meeting, and moving forward, Members had agreed to focus on maximum lot coverage and minimum naturalized green space (or such language) in the Residential District. A plan as to how do this has not yet been determined and Vice Chair Greenbaum noted that she struggled how to do this with different sized lots in Truro. Members discussed or commented on the following: consideration as to how to best to keep the natural landscape (animals and birds) viable as this will make Truro a nicer town; the suggestion that each Member take a look at the property that they live on and assess what percentage of the property is covered by buildings, patios, swimming pool, tennis court, basketball court, and walkways, and determine what percentage of their lot is naturalized green space. This exercise would provide several sets of data from which the Members could start. Member Townsend noted that the Members could use the pen feature on Google Maps to determine the size of a structure, or anything else (to include a driveway), on their property use it to calculate the total square footage of the property to which Chair Roberts added that this exercise would keep the conversation moving forward; identify different place types, as incorporated in the Local Comprehensive Plan, and determine what lot coverage would be appropriate in those areas; ideally the Members would like to address lot coverage in the Seashore District in the future. Vice Chair Greenbaum asked the Members to submit their data to her prior to the next meeting so she can consolidate the information and have it prepared for the next meeting.
- Climate Change
  - Chair Roberts asked Member Riemer if he had any new information to share and he said that he did not. Member Riemer noted that he had missed the Climate Action Committee meeting earlier today. Member Riemer was hopeful that the opportunity to collaborate on climate change with other Truro committees and boards would occur and he recognized that a lot more had to be done.

#### Street Inventory List:

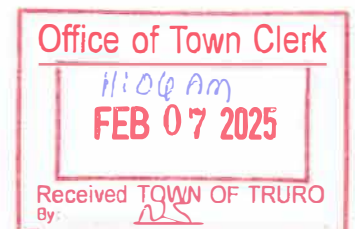
Chair Roberts noted that he, Member Frazier and Member Althaus, had undertaken the first 10 streets on the spreadsheet that contained approximately 350 streets in Truro. The average time to complete the street verification was 45 minutes and Chair Roberts noted that this was an encouraging result. Members commented on or discussed the following highlighted topics: moving forward, there will be great data collected; this total effort will require approximately 350 hours of time; Member Kiernan provided a historical review of the methodology used for the verification of the Street Inventory List; Town Planner/Land Use Counsel Carboni emphasized the need to demonstrate that a uniformed methodology would be standardized and used to determine what type of way was created; Chair Roberts proposed that another small sample of 10 streets be verified to see if additional procedural issues may arise; Chair Roberts and Town Planner/Land Use Counsel Carboni will sit down and discuss this item further and prior to the next meeting.

**Next Meeting:** Wednesday, November 6, 2024 at 5:00 pm.

**Member Riemer made a motion to adjourn the meeting at 6:24 pm.**

**Member Althaus seconded the motion.**

**Roll Call Vote:**



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

Respectfully submitted,



Alexander O. Powers  
Board/Committee/Commission Support Staff

