



## TOWN OF TRURO

### PLANNING BOARD

#### Meeting Minutes

December 18, 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; John McElwee (Cape & Islands Engineering – Applicant)

The remote meeting convened at 5:00 pm, Wednesday, December 18, 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.

**Planner Report**

Town Planner/Land Use Counsel Carboni reported that the Zoning Task Force and the Ad Hoc Walsh Committee are tentatively planning to hold a joint meeting on January 6, 2025. More information to follow.

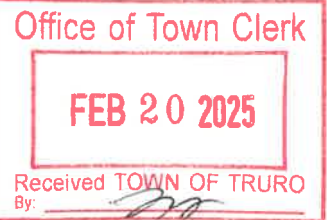
**Chair Report**

Chair Roberts said that during the Select Board's meeting on December 10, 2024 there were two topics of interest: Cloverleaf and the Walsh Property. Chair Roberts encouraged the public interested in those topics to view the video from the Select Board meeting.

**Minutes**

None

*Note: Member Riemer announced that the Commonwealth of Massachusetts had released the initial list of 25 seasonal communities to include Truro. Member Riemer said that he would like to learn more about how this designation would benefit Truro and Chair Roberts said that the Members would discuss this topic further at the Planning Board's second meeting in January 2025.*



### **Board Action**

**2024-008/PB ANR - 15 North Pamet Road, Map 51, Lot 13. Owners: Richard and Sonia McArdle.**  
Applicants seek Board's endorsement of a plan as "Approval Not Required" under the Subdivision Control law. DEADLINE FOR BOARD ACTION – THIS MEETING

Chair Roberts read aloud the public notice and stated that the Members had to vote on this agenda item this evening. Chair Roberts asked if anyone was present to represent the Applicants and there was no reply. Town Planner/Land Use Counsel Carboni said that the Members still had to decide on this matter and noted that she had been in contact with the Applicants so she was surprised that the Applicants were not present this evening.

The Members and Town Planner/Land Use Counsel Carboni then reviewed the ANR Plan Endorsement Review Checklist.

**Member Kiernan made a motion to endorse the plan as Approval Not Required.**

**Member Frazier seconded the motion.**

**Roll Call Vote:**

**Vice Chair Greenbaum – Aye**

**Member Townsend – Aye**

**Member Althaus - Aye**

**Member Frazier – Aye**

**Member Riemer - Abstained**

**Member Kiernan – Aye**

**Chair Roberts - Aye**

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

### **Board Discussion/Action**

Discussion and vote on proposal for monthly meeting/work session model:

Chair Roberts summarized the proposal by stating that the first meeting of each month would be for hearings and the second meeting of each month would be for accomplishing other Planning Board tasks and other business.

Town Planner/Land Use Counsel Carboni then provided an explanation as to the development of the proposal. Town Planner/Land Use Counsel Carboni noted that the volume of work performed by Planning Department Assistant Liz Sturdy was significant. During Planning Department Assistant Sturdy's current medical leave of absence, Town Planner/Land Use Counsel Carboni had the opportunity to review aspects of preparing Members' packets and consider more efficiencies to improve workflow related to hearings.

Town Planner/Land Use Counsel Carboni's proposed that the Planning Board go to a model where hearings (and continued hearings) are held once a month only and a second monthly meeting would be devoted to a work session. The adoption of this proposal would give the Members to focus on other Planning Board tasks (such as Bylaws) during the second meeting (work session) of the month.

Chair Roberts added that requested information from Applicants is usually incomplete with a continuance of two weeks and so a continuance of four weeks would be enough time for Applicants to submit all requested information.

*Note: Chair Roberts noted that Mr. McElwee had joined the meeting and informed Mr. McElwee that the ANR in the matter of **2024-008/PB ANR** was already endorsed by the Members by a vote of 6-0-1 this evening. Mr. McElwee apologized for his lateness and thanked the Members.*

Members and Town Planner/Land Use Counsel Carboni commented or discussed the following highlighted topics: statutory deadlines (except for ANRs) under which the ZBA conducts its business is the same as the Planning Board; proper notifications (early warning methodology) to reduce time-related issues to hear applications; suggestion that adoption of this proposal will improve the Applicant's preparedness and timely submission of documents to the Members; and implement the proposal on a six-month trial basis and then evaluate it to ensure that there are no unintended consequences as the Members expressed unanimous support for this proposal.

**Chair Roberts then asked for a Roll Call Vote by the Members to adopt the proposed monthly meeting model ("work session" will be called "meeting" moving forward), as presented by Town Planner/Land Use Counsel Carboni, on a six-month trial basis and to then to be reviewed thereafter to determine if it will be continued.**

**Roll Call Vote:**

**Vice Chair Greenbaum – Aye**

**Member Townsend – Aye**

**Member Althaus - Aye**

**Member Frazier – Aye**

**Member Riemer - Aye**

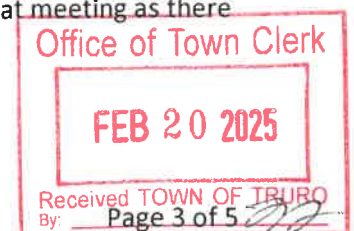
**Member Kiernan – Aye**

**Chair Roberts - Aye**

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

Updates on work for next year:

- Lot Clearing
  - Chair Roberts reported that there was a hold on the response from the Conservation Commission (due to a personal matter) with regard to the Lot Clearing Bylaw sent to the Conservation Commission for comment. Chair Roberts expressed hope that the Conservation Commission would provide a response by January 2025. No further update on this topic.
- Lot Coverage
  - Vice Chair Greenbaum said that she had no more changes to the document but suggested a 30-minute session to obtain community input on the draft for the second meeting in January 2025. Chair Roberts added it to the agenda for that meeting as there were no objections.

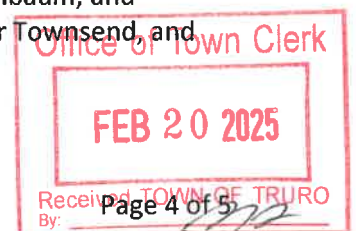


- Climate Change

- Chair Roberts said that a working group would be established with stakeholders identified by Climate Action Committee Chair Lili Flanders such as the Planning Board, Board of Health (and other parties) to address the Floodplain Bylaw. The Climate Action Coordinator will start in January 2025.
- Member Riemer reiterated that the Priority Action Plan was included in the Local Comprehensive Plan and noted the importance of FEMA's Federal Insurance Rate Map (FIRM). Member Riemer said that there should be an establishment of a coastal resiliency zone so Truro would be better prepared in the future.
- Member Althaus noted the challenges associated with strict regulations and the impact on small business owners who want to open or renovate their businesses which may not be feasible. This may result in more residences than businesses which may not be the desired outcome.
- Member Kiernan said that speaking about climate change will help that people will know, understand, and vote in favor of supporting pro-active measures addressing climate change. This will be beneficial.
- Member Riemer noted that the Cape Cod Commission's position on redevelopment in flood prone areas is to incorporate resiliency measures that will protect any potential redevelopment. Member Riemer also said that Provincetown's DPW is very pro-active in holding back the tide in inundation zones particularly in repetitive flood areas.
- Chair Roberts concurred with Member Riemer and noted that any plan should include conversations with neighboring communities such as Provincetown.
- Town Planner/Land Use Counsel Carboni noted that the Zoning Bylaw had been amended within the last couple of years and that residents may ask why it is no longer adequate to address climate change. Members may want to anticipate that this will be a question at Town Meeting so Members would be in a better position to persuade the Town voters to support Planning Board efforts regarding climate change.
- Chair Roberts responded that the issue has merit and that any previous Bylaw can be enhanced. Chair Roberts added that collaboration with Climate Action Committee and the Board of Health, and other Town authorities, would be helpful to move forward.

- Street Inventory List:

- Chair Roberts reviewed a document that he created entitled "Street Inventory Spreadsheet Verification Project" (dated December 2024) and summarized what had been discussed at the last meeting.
- Chair Roberts said that he would like the Members to vote on this process and move forward with the participation of the six Members (not including Member Kiernan). Members expressed unanimous support for Chair Roberts' verification process so there was no Roll Call Vote.
- Chair Roberts and the Members reviewed the next two groups of streets to be verified and assigned Members to the two teams.
- The two teams will commence street verifications in January 2025.
- Teams are Group #3 (Member Althaus-Team Leader, Vice Chair Greenbaum, and Member Riemer) and Group #4 (Chair Roberts-Team Leader, Member Townsend, and Member Frazier).



**Next Meeting:** Wednesday, January 8, 2025 at 5:00 pm.

Town Planner/Land Use Counsel Carboni noted that Planning Department Assistant Liz Sturdy should return to the office in early January 2025.

Chair Roberts announced that Truro's designation as a seasonal community by the Commonwealth of Massachusetts and the Affordable Homes Act would be added to the Planning Board's agenda for the meeting on January 22, 2025.

**Member Frazier made a motion to adjourn the meeting at 6:12 pm.**

**Vice Chair Greenbaum 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

