

Town of Yarmouth

Per M.G.L.: All town and school boards, committees, commissions, and authorities shall post a notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays, and legal holidays. Notice shall contain a listing of topics/agenda that the chair reasonably anticipates will be discussed at the meeting.

Notice of Meeting

Name of committee, board, etc.:	Planning Board
Date of Meeting:	Wednesday – April 21, 2021
Time:	5:30 PM
Place:	Virtual Meeting

The meeting will be held by remote participation pursuant to Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law dated March 12, 2020. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. An audio or video recording, transcript, or other comprehensive record of proceedings will be posted on the town's website as soon as possible after the meeting.

JOINING THE VIRTUAL MEETING: Members of the public can join the meeting using one of the following methods:

- To attend the meeting online, click <https://us02web.zoom.us/j/84604590331> and follow the prompts or navigate to <https://zoom.us/join> and enter meeting/webinar ID **846 0459 0331** and follow the prompts.
- To attend the meeting by dial-in phone, call +1 301 715 8592 and enter meeting ID **846 0459 0331**. The dial-in number can also be used to access the audio while watching the online meeting (if you don't have speakers and/or a microphone).
- Please plan to join the virtual meeting at least five minutes before the start of the meeting to troubleshoot any issues you may have joining.
- The virtual meeting will also be live streamed and uploaded to the Town of Yarmouth YouTube Channel. This live feed will not be monitored for public comment.

APPLICANTS:

- Applicants will be called upon by the Chair to present their request. Applicants can use the "Raise Hand" button to identify themselves (all participants will be muted, you must be recognized by the Chair to participate).
- Applicants attending by dial-in should press *9 to notify the Chair of their presence when called upon. The meeting Moderator will un-mute applicants when they are called upon to speak.

PUBLIC PARTICIPATION: During the Public Comment period for Public Hearings, or at the discretion of the Chair for Public Meetings, the Chair will invite the audience to comment:

- Online audience members wishing to participate during the public comment section can use the "Raise Hand" button to notify the Chair. Dial-in audience members should press *9 on their phone to notify the Chair. All audience members will be muted until you are recognized by the Chair to participate.

MEETING MATERIALS:

- Meeting materials will be displayed at the online meeting and are attached to this agenda (available at <http://www.yarmouth.ma.us/AgendaCenter>).

PLANNING BOARD AGENDA (Topics to be discussed):

1. **Community Visioning**: Continued discussion on draft concepts for the Vision Statement and Plan.
2. Meeting Minutes
3. Board of Appeals Agenda & Decisions
4. Committee Updates from Board Members
5. Board Member Items
6. Correspondence
7. Staff Updates
8. Upcoming Meetings:
 - a. May 5, 2021
 - b. May 19, 2021
9. Adjournment

Posted By (Name):	Kathleen D. Williams
Signature:	<i>Kathy Williams</i>

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YARMOUTH TOWN CLERK

'21APR16AM10:58 REC

Posted By (Name):	Kathleen D. Williams
Signature:	<i>Kathy Williams</i>

YARMOUTH – Live, Work, Play and Learn

VISION: Create a community where people want to and can afford to live; where there is a strong economy with a variety of quality year round work opportunities; abundant places for fun, leisure; and socializing, and a place that supports life-long learning.

As a great place to **LIVE**, we envision Yarmouth to be a Town that...

- Improves and protects our unique natural environment, water resources and open spaces.
- Enjoys a strong sense of community with a small town feel that fosters belonging and inclusivity.
- Is aesthetically pleasing with attractive commercial corridors that offer a wide variety of businesses.
- Offers quality affordable year-round housing for our residents.
- Is a safe, affordable place to live that offers high quality municipal services, facilities and infrastructure.
- Takes care the more vulnerable members of the community.
- Communicates effectively and transparently with its citizenry.
- Minimizes our impacts on the environment through pro-active planning and mitigation efforts.

As a great place to **WORK**, we envision Yarmouth to be a Town that...

- Has a thriving, diverse year round economy less reliant on tourism.
- Job opportunities that provide livable wages and benefits making living here more affordable.
- Maintains its small town feel and protects its environment while promoting economic development.
- Has many different businesses providing opportunities for work, entertainment, shopping and dining.
- Embraces walkability, bikeability and public transit, and offers easy, safe ways to get around town.

As a great place to **PLAY**, we envision Yarmouth to be a Town that...

- Has an abundance of year round recreational opportunities, programs and entertainment for all ages.
- Has opportunities to socialize through civic/social clubs, volunteerism and community events.
- Offers plenty of public access to our water and natural resources for recreation.
- Has modernized Library facilities serving all ages and offering a variety of activities and programs.
- Offers robust senior services and Senior Center enhancing the quality of life for our senior residents.

As a great place to **LEARN**, we envision Yarmouth to be a Town that...

- Strives for educational excellence and well maintained public school facilities in a cost effective way.
- Has opportunities for life-long learning.

GOALS TO MEET OUR VISION

LIVE: Themes/Vision/Goals:

ENVIRONMENT (Water Resources & Open Space):

Vision: Improves and protects our unique natural environment, water resources and open spaces.

Goals:

Preserve:

- Drinking water and air quality, water resources, wetlands, marshlands, and natural habitats.
- Public open spaces, beaches, conservation areas, bogs and walking trails.

Promote:

- Improved water quality in our ponds, tidal rivers, and estuaries.
- Land acquisitions that protect natural and water resources, and expand on open spaces.
- Development patterns that protect our water resources and open spaces.

Provide:

- Municipal wastewater system to improve water quality, fisheries and shellfish habitat, recreational opportunities and promote redevelopment.
- Education on proper Fertilizer use and management.
- Well-maintained high quality open spaces, beaches and conservation areas.

COMMUNITY CHARACTER & DESIGN:

Vision: Enjoys a strong sense of community with a small town feel that fosters belonging and inclusivity. Is aesthetically pleasing with attractive commercial corridors that offer a wide variety of businesses.

Goals:

Preserve:

- Cape Cod charm, friendly small town feel and safe quiet neighborhoods.
- Cultural and historic areas and buildings (Route 6A, Captains Mile, Bass River Historic District).
- Traditions, community events, festival and parades, and civic and social clubs that make Yarmouth unique and encourage social interactions.

Promote:

- Inclusivity, diversity, and attracting more young people and families.
- Expansion of community events and festivals.
- Our Town's history, historic buildings and sites (i.e. Judah Baker Windmill & Taylor Bray Farm).
- Responsible growth that doesn't overbuild or overcrowd our community.
- Ways to eliminate or improve blighted, vacant or nuisance properties.

Provide:

- Places for people to gather, a focal point for the Town that creates a sense of identity – explore idea of a new Town Center, Village Green or Common and/or enhancements to existing villages.
- Improved design standards and aesthetics along our commercial corridors.

HOUSING:

Vision: Offers quality affordable year-round housing for our residents.

Goals:

Preserve:

- Existing year round housing stock.
- Affordability (as compared to other Cape Towns).

Promote:

- Increase in year round use of existing housing stock.

Provide:

- More quality year-round affordable and workforce housing for rental and homeownership that provides safe quality housing for all residents.

TOWN SERVICES:

Vision: Is a safe, affordable place to live that offers high quality municipal services, facilities and infrastructure. Takes care of the more vulnerable members of the community. Communicates effectively and transparently with its citizenry.

Goals:

Preserve:

- Our strong community policing and public safety departments.
- Existing services and facilities provided by the Town.

Promote:

- Reduction in waste and litter.
- More participation in local government and regional solutions.
- Social Services for those struggling with substance abuse.
- Food security for all residents.

Provide:

- For adequate maintenance of municipal buildings, infrastructure, and assets.
- Provide effective and efficient government with reasonable tax rates to keep Yarmouth affordable while balancing desired services, facilities and infrastructure to meet the needs of our citizens.
- Opportunities for effective and transparent communication with the community.

CLIMATE RESILIENCY & SUSTAINABILITY:

Vision: Minimizes our impacts on the environment through pro-active planning and mitigation efforts.

Goals:

Preserve:

- Our environment.

Promote:

- Pro-active planning and mitigation to address impacts related to a changing climate including sea level rise, flooding and coastal erosion.
- Waste reduction, reuse and recycling.
- Reductions in energy consumption and vehicle emissions.
- Energy efficiencies and renewable sources of energy.

Provide:

- Public outreach and education on energy conservation and opportunities.
- More electric charging stations throughout Town.
- Continued application for grants for energy and climate resiliency projects through the Green Communities and Municipal Vulnerability Preparedness Programs.

WORK: Themes/Vision/Goals:

ECONOMY:

Vision: Has a thriving, diverse year round economy less reliant on tourism. Job opportunities that provide livable wages and benefits making living here more affordable. Maintains its small town feel and protects its environment while promoting economic development. Has many different businesses providing opportunities for work, entertainment, shopping and dining.

Goals:

Preserve:

- Our small town feel with Cape Cod style.
- Our environment by encouraging redevelopment in the right locations while minimizing impacts to our natural resources and open spaces.

Promote:

- Growth and diversification of our economy to generate year round jobs that pay a livable wage.
- Support for existing businesses and attract new businesses.
- Opportunities that incentivize business growth and redevelopment.
- Enhancing our attraction as a tourist destination.
- Redevelopment of our commercial corridors to grow our economy, improve the look and feel of our community and protect open space.
- Capitalizing on our strengths to promote business development (i.e. Cape Cod Rail Trail (CCRT), medical services, arts/culture, CC Baseball, and Bridgewater State University of Cape Cod)
- Making it easier to do business in Yarmouth through streamlined regulations/permitting/licensing and fostering a better relationship between municipal government and the business community.
- Our family friendly activities (inflatable park, mini-golf, bowling, arcades, Pirate Museum, CCRT, warm beaches, etc.) to market the Town as a premier family friendly destination.
- Our mid-cape location which makes it easy to get to, and to visit anywhere on the Cape.

Provide:

- Municipal wastewater starting along our main commercial corridors to promote redevelopment, measured growth and improved aesthetics while improving our environment.
- Expansion of a broadband alternative to facilitate people working at home and for business attraction and retention.
- More reasons for people and businesses to come to Yarmouth.

CONNECTIVITY & MOBILITY:

Vision: Embraces walkability, bikeability and public transit, and offers easy, safe ways to get around town.

Goals:

Preserve:

- Our existing nature paths and trails.

Promote:

- Traffic safety improvements, and pedestrian and bicycle accommodations for MassDOT projects along Route 28 and Route 6A.
- Reducing speeding on our roadways.
- Traffic safety and congestion reduction.
- Easier and expanded access to the regional bus services and ride share programs for seniors

Provide:

- More pedestrian and bicycle infrastructure (sidewalks, bike lanes, and shared use pathways) along local roadways.
- Connections between existing bike trails and destination locations and infilling sidewalk gaps.
- Adequate funding for road maintenance and drainage programs.

PLAY: Themes/Vision/Goals:

RECREATION & ENTERTAINMENT:

Vision: Has an abundance of year round recreational opportunities, programs and entertainment for all ages. Has opportunities to socialize through civic/social clubs, volunteerism and community events. Offers plenty of public access to our water and natural resources for recreation.

Goals:

Preserve:

- Existing recreational programs and camps.
- Existing parks, playgrounds, beach facilities, public golf courses and conservation areas that offer walking, hiking and mountain biking trails.
- Existing access to the water through public boat launches, fishing piers, and beaches.
- Traditions, community events, festival and parades, and civic and social clubs that are fun and bring the community together.

Promote:

- Expansion of year round recreational opportunities including exploration into support for a Central Community Center with possible indoor swimming pool.
- Entertainment options for young people.
- Expansion and protection of conservation areas.

Provide:

- Well-maintained recreational facilities and conservation areas.
- Improved water quality to maintain our recreational boating, fishing, and shell-fishing.
- Expanded recreational programs, entertainment opportunities and community events for all ages.
- Expanded recreational facilities (i.e. splash pad, accessible play structures, Pickleball courts, playing fields, etc.)

COMMUNITY CONNECTIONS:

Vision: Has modernized Library facilities serving all ages and offering a variety of activities and programs. Offers robust senior services and Senior Center enhancing the quality of life for our senior residents.

Goals:

Preserve:

- Public Libraries facilities offering programs, materials and activities for all ages.
- Senior Center offering programs, activities, education and socialization for seniors.

Promote:

- More accessibility and amenities for those with disabilities.
- More ways to counter community isolation for seniors and more senior transit options.

Provide:

- Modernized Library facilities that can serve as a multi-generational meeting place for a variety of activities with increased hours, materials and services.
- Invest in facilities and services for older residents and encourage multi-generational programs.

LEARN: Themes/Vision/Goals:

EDUCATION & LEARNING:

Vision: Strives for educational excellence and well maintained public school facilities in a cost effective way. Has opportunities for life-long learning.

Goals:

Preserve:

- High quality vocational training at the Cape Cod Regional Technical High School.

Promote:

- A better working relationship with our education partner, the Town of Dennis.
- Expansion of educational opportunities for all ages.
- Educational vacations (arts, marine, eco-tourism).
- More integration of the schools into the overall community and other generations.

Provide:

- Continued educational programming for seniors through the Senior Center.
- Continued arts and educational programs at the Cultural Center of Cape Cod and similar institutions.
- Improved educational standards and quality infrastructure in our K-12 public schools in an effective, efficient and affordable way.

Town of Yarmouth

MINUTES OF THE PLANNING BOARD MEETING OF April 7, 2021

The Yarmouth Planning Board held a Business Meeting at **5:30** p.m. on Wednesday **April 7, 2021** via a Virtual Meeting pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law in response to the COVID-19 pandemic.

Planning Board Present: Brad Goodwin, Liz Hartsgrove, Joanne Crowley, Susan Brita, Chris Vincent and Will Rubenstein

Planning Board Absent: Tom Baron

Staff Present: Kathy Williams, Town Planner

Guest: Michael Riley, Cape Cod Council Boy Scouts of America; and Dan Ojala, Down Cape Engineering

1. **Meeting Opening:** Chair Joanne Crowley opened the virtual meeting at 5:31 PM and took a roll call to establish quorum. Kathy Williams, Town Planner, served as the Moderator for the virtual meeting and read the attached statement regarding the reason for the virtual meeting and provided an overview on how remote participation works. All votes were taken by roll call and the meeting was livestreamed to the Town of Yarmouth YouTube Channel.
2. **Approval Not Required (ANR) Plan No. 2558C:** Cape Cod Council of Boy Scouts of America, and Ralph and Donna DelMonico, 227 & 245 Pine Street, Yarmouth Port, MA, Assessor's Map 105, Lots 6, 7 & 8.1.

Joanne Crowley gave a brief overview of the purpose of this ANR Plan which is to adjust the lot line between three parcels to improve access to Camp Greenough. She also noted that the ANR Plan was previously approved by the Planning Board on October 7, 2015 but was not recorded at the Barnstable Registry of Deeds. Michael Riley of the Cape Cod Council Boy Scouts of America was available for any questions and indicated he would be responsible for recording the ANR Plan.

VOTE: On a motion by Susan Brita, seconded by Will Rubenstein, the Planning Board voted (6-0) to endorse ANR Plan #2558C, dated May 30, 2015, with Joanne Crowley, Liz Hartsgrove, Brad Goodwin, Will Rubenstein, Susan Brita and Chris Vincent voting in favor.

3. **Lot Release Request - Definitive Subdivision No. 2427B – Easy Street, Yarmouth Port (located off Summer Street):** Request to release Lot 1 (11 Easy Street) and Lot 3 (16 Easy Street) from the Covenant for the Easy Street Subdivision. Lot 2 (24 Easy Street) would remain under the Covenant.

Dan Ojala of Down Cape Engineering, represented the applicant, and gave an overview of the status of the subdivision, the few items remaining, the need to record the legal documents regarding the maintenance covenant and easements, and noted that the value of Lot 2 far exceeded the cost of the remaining work items.

Kathy Williams noted that copies of the recorded legal documents needed to be provided to the planning office prior to finalizing the Lot Releases and concurred that the value of Lot 2 was sufficient security for the remaining items.

VOTE: On a motion by Susan Brita, seconded by Will Rubenstein, the Planning Board voted (6-0) to approve the Release of Lot 1 (11 Easy Street) and Lot 3 (16 Easy Street) from the Covenant for Definitive Subdivision Plan No. 2427B, with Lot 2 (24 Easy Street) remaining

under the Covenant, subject to receipt of copies of all legal documents duly recorded at the Barnstable Registry of Deeds, with Joanne Crowley, Liz Hartsgrove, Brad Goodwin, Will Rubenstein, Susan Brita and Chris Vincent voting in favor.

4. **Community Visioning:** Discussion on draft concepts for the Vision Statement and Plan.

The Board reviewed the attached Draft Vision/Goals Summary and the Draft Vision/Goals Discussion Ideas which identified 10 potential main themes with Vision, Goal and general Objectives for each: Water & Environmental Resources; Open Space & Natural Areas; Recreation; Transportation & Connectivity; Climate Resiliency & Sustainability; Community Character & Design; Economy; Housing; Municipal Services and Public Health. These were reduced from the original 15 themes developed by Horsley Witten based on public input.

The Board had a robust discussion on ways to consolidate and simplify the goals and objectives and make the document more user friendly to the public.

Ultimately the Board felt the various topics could be included under one of four umbrella items - Live, Work, Play and Educate. The Board also noticed some consistent action words in the draft which could be incorporated beneath the four umbrella items – Preserve, Promote and Provide.

Susan Brita will provide an outline of her notes on how the various goals can be directed under the four umbrella items to Kathy Williams. Will Rubenstein will provide further information related to education goals.

5. **Meeting Minutes:**

a. **March 17, 2021:** On a motion by Will Rubenstein, and seconded by Brad Goodwin, the Planning Board voted (6-0) to approve the meeting minutes of March 17, 2021, with Joanne Crowley, Liz Hartsgrove, Brad Goodwin, Will Rubenstein, Susan Brita and Chris Vincent voting in favor.

6. **Board of Appeals Agenda & Decisions:** The attached Zoning Board of Appeals (ZBA) Agenda was distributed to the Planning Board via e-mail. Joanne Crowley noted her interest in tracking petitions for accessory apartments.

7. **Committee Updates from Board Members:**

- a. **Affordable Housing Trust (AHT):** Brad Goodwin noted that the AHT met recently and discussed two town owned parcels of land, one off Great Western and one off Old Town House Road, for potential affordable housing.
- b. **Middle School Building Committee:** Will Rubenstein noted that the contract for the Middle School has been awarded and construction will begin soon on the Station Ave site.
- c. **Library Planning Committee (LPC):** Will Rubenstein noted that the LPC was looking at town owned land as a potential location for a central Library and will discuss available parcels and restrictions with the Town Planner.
- d. **Community & Economic Development Committee (CEDC):** Joanne Crowley noted that the CEDC met on March 25th and allocated additional Tourism Revenue Preservation Funds (TRPF) toward the design of the Event Space at the former Drive-In site. They also funded a new sign at the Chamber of Commerce/Recreation/DNR building at the corner of Higgins Crowell and Route 28.

8. **Board Member Items:**

- a. Susan Brita inquired as to whether the Board of Selectmen heard a request for a cigarette license at the April 6th Board of Selectmen meeting. Kathy Williams indicated it was not on the Agenda.

- b. Liz Hartsgrove indicated her appreciation for the letter of welcome sent to the new Town Administrator from the Planning Board Chair.
9. **Correspondence:** Attachments noted below were sent to the Planning Board via e-mail.
10. **Staff Updates:** Kathy Williams noted that Joanne Crowley gave a presentation before the Board of Selectmen (BOS) on the request for a 10-year extension of the Growth Incentive Zone. The BOS unanimously voted to make the extension request to the Cape Cod Commission.
11. **Upcoming Meetings:**
- a. April 21, 2021
 - b. May 5, 2021
12. **Adjournment: VOTE:** On a motion by Susan Brita, seconded by Wil Rubenstein, the Planning Board voted unanimously (6-0) to adjourn at 7:12 PM.

ATTACHMENTS:

- **April 7, 2021 Agenda**
- **Script - Explaining Remote Access Planning Board Meeting**
- **ANR Plan 2558C:** Attached April 2, 2021 Memo with Form A and ANR Plan 2558C.
- **Lot Release Request for Definitive Subdivision 2427B:** Attached April 5, 2021 Memo with backup information including a March 30, 2021 certification letter from Dan Ojala, PE, a March 31, 2021 inspection summary Memo from the Yarmouth Engineering Dept, draft legal documents for recording at the Barnstable Registry of Deeds, and information on Utility Service Easements.
- **Community Visioning:** Word Clouds, Draft Vision/Goals Summary, Draft Vision/Goals Discussion Ideas, Regional Policy Plan Goals and Objectives, Outline of Horsley Witten themes, and demographic information.
- **Draft Meeting Minutes:** March 17, 2021
- **Miscellaneous Correspondence since last Planning Board Meeting:**
 - Zoning Board of Appeals Agenda for April 8, 2021
 - Conservation Commission Agenda for April 1, 2021
 - April 6, 2021 welcome letter from Joanne Crowley, Planning Board Chair to Robert Whritenour Jr, new Town Administrator.
 - March 24, 2021 Memo with attachments from Kathy Williams, Town Planner, to the Board of Selectmen requesting an extension of the Growth Incentive Zone (GIZ).
 - March 19, 2021 e-mail from Kyle Pedicini, Economic Development Coordinator, outlining recent business outreach efforts.
 - Cape Cod Commission Reporter – March 2021

Approved on _____:

On a motion by _____, and seconded by _____, the Planning Board voted (?-?) to approve the meeting minutes of April 7, 2021.