

Town of Yarmouth

**MINUTES OF THE PLANNING BOARD MEETING OF
March 16, 2016**

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The Yarmouth Planning Board held a Business Meeting at **5:00** p.m. on Wednesday **March 16, 2016** in the Hearing Room at the Yarmouth Town Offices located at 1146 Route 28, South Yarmouth, MA.

Planning Board Present: Brad Goodwin, Tom Roche, Chris Vincent, Norman Weare, and Ken Driscoll (arrived after discussion on HPP).

Planning Board Absent: Angela Philbrook.

Others Present: Kathy Williams, Town Planner; Tom Nickinello, Vice President of the Yarmouth Chamber of Commerce; Mary Vilbon, Director of the Chamber of Commerce; Robin Wilcox, Sweetser Engineering; Nate Small, Community Housing Committee and Mary Waygan, Administrative Assistant.

Chairman Norman Weare opened the meeting at 5:02 PM.

1. **ANR Plan 2487K:** Thomas A. Grew Jr., 353 Weir Road, Yarmouth MA, Assessor's Map 126, Parcel 42.1.2. The ANR plan creates two lots, with both lots having frontage on Weir Road.

Robin Wilcox of Sweetser Engineering gave a brief presentation on the ANR Plan. Kathy Williams indicated there were a few minor comments from the Town Surveyor that were not incorporated into the plan. These included the recommendation for additional monumentation, the need to show the basis for the North Arrow and adding a note describing the purpose of the plan. Robin Wilcox indicated the ANR Plan was developed utilizing the Reference Plans and there was conflicting information on the source of the north arrow on those plans. Although not required for an ANR Plan, the Planning Board encouraged Mr. Wilcox to include this information on future ANR submissions.

VOTE: On a motion by Brad Goodwin and seconded by Chris Vincent, the Planning Board voted unanimously (4-0) to endorse ANR Plan 2487K, dated February 29, 2016, with Brad Goodwin, Tom Roche, Christ Vincent and Norm Weare voting in favor.

A signed copy of the mylar was given to Mr. Wilcox at the meeting.

2. **Town of Yarmouth Housing Production Plan:** Mary Waygan and Nate Small gave a brief presentation on the changes to the Housing Production Plan based on comments received from the March 2, 2016 Public Hearing.

VOTE: On a motion by Chris Vincent and seconded by Tom Roche, the Planning Board voted unanimously (4-0) to endorse the Housing Production Plan as amended, and recommend the plan to the Board of Selectmen and the Department of Housing and Community Development (DHCD) for approval.

3. **Proposed Packet Landing Pavilion & Restrooms:** Kathy Williams gave a brief presentation on the current proposal for a pavilion, restrooms and deck at Packet Landing as outlined in the attached March 14, 2016 Memo and Concept Plans. The project is seeking approval at Town Meeting for funding through the Community Preservation Act. The Article will be going back to the Board of Selectmen on March 22, 2016 for further discussion.

Tom Nickinello and Mary Vilbon, both from the Chamber of Commerce, spoke strongly in favor of the project and urged the Planning Board to write a letter of support. Ken Driscoll, CEDC member, spoke about the strong support for the project from the CEDC indicating a lot of thought and effort has gone into the design. Chris Vincent indicated he was in favor of the project and asked a few questions regarding the materials testing and foundation design. Tom Roche expressed his appreciation for the project funds provided by the CEDC and noted how Packet Landing ties in with the Cultural Center and the Library, both of which have ample parking. He also noted his preference for the pavilion over the previous Cellar House design as the pavilion does not block the water view. He noted the need for restrooms for tourists and slip holders and the fact that the septic system is already in the ground at a cost of approximately \$100,000. Brad Goodwin inquired as to the overall project cost (\$450,000 hard and soft costs) and expressed some concerns about the overall project costs.

VOTE: On a motion by Brad Goodwin and seconded by Tom Roche, the Planning Board voted unanimously (5-0) to send a letter of support for Packet Landing to the Board of Selectmen, with Brad Goodwin, Tom Roche, Chris Vincent, Norm Weare, and Ken Driscoll voting in favor.

4. **Proposed Route 6 Traffic Sign Replacement:** Kathy Williams gave a brief overview of the proposed changes to the Route 6 traffic signs as outlined in her attached March 14, 2016 Memo. Two major issues are the renumbering of Exits numbers to correspond to mile markers. Exit 7 would be Exit 72 and Exit 8 would be Exit 74. Also overhead cantilever sign supports rather than the current post style sign supports.

Mary Vilbon of the Chamber of Commerce noted the potential negative impact to businesses and that the chamber was willing to write a letter and discuss with Representative Whelan. The Planning Board reviewed the plans and expressed concerns about the changes and directed Kathy Williams to work up a draft letter for the next Planning Board meeting.

5. **Zoning Article Explanations for 2016 Annual Town Meeting:** The attached draft explanations were reviewed and discussed. Norm Weare indicated he had no issues with the Explanation for the Miscellaneous Amendments and Tom Roche appeared to have no issues with the Explanation for the Employee Housing at non Motels/Hotels. Brad Goodwin requested the Word document for the Explanation for Section 404 and the Zoning Map amendments and would provide comments to Kathy Williams.
6. **Meeting Minutes:** None
7. **Board of Appeals Agenda & Decisions:** None.
8. **Board Member Items:** Norm Weare indicated he would not be at the April 6th meeting.
9. **Correspondence:** None.
10. **Staff Updates:** None.
11. **Upcoming Meetings:**
 - a. April 6, 2016 – at 5:00 PM – Wastewater Presentation
 - b. April 20, 2016 – at 5:00 PM – Packet Landing Presentation
12. **Adjournment:** **VOTE: On a motion by Tom Roche, seconded by Chris Vincent, the Planning Board voted unanimously (5-0) to adjourn at 6:00 PM.**

ATTACHMENTS:

- **March 16, 2016 Agenda**
- **ANR 2487K:** Planner Report dated March 14, 2016 with Form A, Surveyor Comments and ANR Plan.
- **Housing Production Plan:** March 11, 2016 memo from Mary Waygan and edits to the Housing Production Plan.
- **Packet Landing Pavilion & Restrooms:** March 14, 2016 memo from Town Planner outlining the revisions to the project to get costs down, latest concept plans and draft support letter for consideration by the Board.
- **Route 6 Sign Replacement Project:** March 14, 2016 memo from Town Planner outlining the proposed changes and possible comments the Board may like to make to the BOS.
- **Zoning Article Explanations:** Draft explanations for the four zoning articles.

Approved on April 20, 2016:

On a motion by Brad Goodwin, seconded by Chris Vincent, the Planning Board voted (4-0) to approve the meeting minutes of March 16, 2016 with Brad Goodwin, Tom Roche, Chris Vincent, and Norman Weare voting in favor.