



*Jessie A. Oost*  
 ASST  
 ORLEANS TOWN CLERK

**ORLEANS PLANNING BOARD**  
 JANUARY 9, 2024 – Hybrid Meeting Minutes

A hybrid meeting of the Orleans Planning Board was called to order at 4:00 p.m. from the Nauset Meeting Room at Town Hall. **Present:** **Chairman:** Alice Van Oot; **Vice-Chairman:** John Ostman; **Clerk:** Maxine Minkoff. **Regular Members:** Richard Hartmann {via Zoom} and Debra Oakes. **Associates:** Maria LeStage {via Zoom}. **Planning Department Staff:** George Meservey, Michael Solitro and **Secretary:** Karen Sharpless. **Also Present:** **Board of Selectmen Liaison:** Mark Mathison.

**PUBLIC COMMENT**

There were no public comments at this point in the meeting.

**APPROVAL NOT REQUIRED – ROBERT E. DIBBLE, JR & KATHERINE NORA & ARTHUR E. & MEREDITH T. FANCY – 31 MONUMENT ROAD AND 6 GESNER ROAD**

Tim Brady (East Cape Engineering) described an Approval Not Required plan showing two panhandle lots that are back-to-back. The applicants have proposed transferring a portion of land from one lot to another.

**MOTION:** On a motion by **John Ostman**, seconded by **Debra Oakes**, the Board voted to authorize the Chairman to endorse Approval Not Required Plan of Land prepared for Robert E. Dibble, Jr. & Katherine Nora and Arthur E. & Meredith T. Fancy, dated December 29, 2023, scale 1" = 40', by East Cape Engineering, Inc.

**VOTE:** 5-0-0 The motion passed unanimously.

**MYLAR ENDORSEMENT – DEFINITIVE SUBDIVISION PLAN – AARON POLHEMUS, 14 TWITCHKNOT FARM WAY**

**MOTION:** On a motion by **John Ostman**, seconded by **Maxine Minkoff**, the Board voted to authorize the Chairman to endorse the Definitive Subdivision Mylar for Aaron Polhemus for property located at 14 Twitchknot Farm Way.

**VOTE:** 5-0-0 The motion passed unanimously.

## **SNOW LIBRARY PLANNING PRESENTATION**

Using a slide presentation, Planning Board members were introduced to three proposals for the construction of a new Snow Library.

## **PROPOSED ZONING BYLAW AMENDMENTS**

Planning Board members agreed to hold a public hearing on February 13, 2024 at 4:00 p.m. to gain public input on the following proposed amendments to the zoning bylaws:

- Amend Zoning Bylaws Section 164-31 Apartment Development
- Amend Zoning Bylaws Section 164-13 Schedule of Use Regulations
- Amend Zoning Bylaws Section 164-40 Accessory and Congregate Dwellings
- Amend Zoning Bylaws Section 164-34 Off-Street Parking Regulations
- Amend Zoning Bylaws Section 164-22 Modifications
- Amend Zoning Bylaws Section 164-32 Dwellings in Commercial Structures or Accessory to Commercial Uses
- Amend Zoning Bylaws Section (Add new) 164-28.1 Conversion of Existing Hotel, Motel or Motor Inn to multiple dwellings

**MOTION:** On a motion by **Maxine Minkoff**, seconded by **John Ostman**, the Board voted to advertise and hold a public hearing on proposed zoning amendments on February 13, 2024 at 4:00 p.m.

**VOTE:** 5-0-0 The motion passed unanimously.

## **COMPREHENSIVE PLAN UPDATE - STATUS**

Meservey informed Planning Board members that Tighe and Bond are under contract for the remainder of revisions to the Orleans Comprehensive Plan.

## **APPROVAL OF PLANNING BOARD MINUTES**

**MOTION:** On a motion by **John Ostman**, seconded by **Debra Oakes**, the Board voted to approve the Planning Board minutes for November 28, 2023.

**VOTE:** 5-0-0 The motion passed unanimously.

**APPROVAL OF PLANNING BOARD MINUTES**

**MOTION:** On a motion by **Debra Oakes**, seconded by **John Ostman**, the Board voted to approve the Planning Board minutes for December 12, 2023.

**VOTE:** 4-0-1 The motion passed by a majority. (Richard Hartmann abstained).

**APPROVAL OF PLANNING BOARD MINUTES**

**MOTION:** On a motion by **John Ostman**, seconded by **Debra Oakes**, the Board voted to approve the Planning Board minutes for December 19, 2023.

**VOTE:** 4-0-1 The motion passed by a majority. (Richard Hartmann abstained).

**ADJOURNMENT**

**MOTION:** On a motion by **John Ostman**, seconded by **Maxine Minkoff**, the Board voted to adjourn the Planning Board meeting at **5:31 p.m.**

**VOTE:** 5-0-0 The motion passed unanimously.

**SIGNED:** Maxine Minkoff  
(Maxine Minkoff)

**DATE:** 1/23/2024

**LIST OF HANDOUTS:**

**APPROVAL NOT REQUIRED – ROBERT E. DIBBLE JR & KATHERINE NORA & ARTHUR E. & MEREDITH T. FANCY – 31 MONUMENT RD / 6 GESNER ROAD**

- Application for Endorsement of Plan Believed Not to Require Approval
- Memorandum from Planning Department
- Plan of Land for Approval Not Required

**PRESENTATION BY STEVE GASS REGARDING SNOW LIBRARY PLANNING**

- Snow Library Presentation

**REVIEW PROPOSED ZONING BYLAW AMENDMENTS**

- Legal Ad for Proposed Zoning Bylaw Amendments

**APPROVAL OF MINUTES**

- Planning Board minutes for November 28, 2023
- Planning Board minutes for December 12, 2023
- Planning Board minutes for December 19, 2023

