



ORLEANS TOWN CLERK

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ORLEANS PLANNING BOARD
APRIL 11, 2023 – 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:** **Vice-Chairman:** Alice Thomason Van Oot; **Clerk:** John Ostman. **Regular Members:** Richard Hartmann {via Zoom}. **Associates:** Maxine Minkoff. **Planning Department Staff:** George Meservey; Michael Solitro and **Secretary:** Karen Sharpless. **Also Present:** **Board of Selectmen Liaison:** Mefford Runyon **Absent:** **Chairman:** Debra Oakes and Chet Crabtree

Vice Chair, Alice Van Oot led the meeting in the absence of the Chair.

PUBLIC COMMENT

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

WELCOME TO NEW ASSISTANT PLANNER, MICHAEL SOLITRO

Planning Board members welcomed Michael Solitro as the new Assistant Planner.

PRELIMINARY SUBDIVISION APPLICATION – AARON POLHEMUS – 14 TWITCHKNOT FARM WAY

Planning Board members were informed that the Preliminary Plan application is for a subdivision of an existing nonconforming lot (frontage) into 2 building lots. The existing parcel contains 3.78 acres of land. The parcel is presently under construction for a garage/apartment, with a planned primary dwelling to be built later. Both dwellings are located on proposed Lot 1.

Speakers:

- Attorney Benjamin Zehnder
- Aaron Polhemus, Applicant
- John McElwee

Attorney Zehnder noted that the application has been reviewed and approved by the Zoning Board of Appeals regarding the footprint of the proposed replacement structures (4,000 sf of building coverage). Polhemus stated that the intent of the Preliminary application is to create a separate lot through the subdivision process. Attorney Zehnder noted the applicant is looking for a waiver for road construction, which includes a turnaround and installation of a fire hydrant at the end of Twitchknot Farm Way.

Planning Board Comments:

Planning Board members expressed concern with the non-conforming size (9') and condition of Camp Road and Twitchknot Farm Way for the number of dwellings in this area. Planning Board members questioned the accessibility of the roads for emergency vehicles and expressed an interest in planning a site visit.

Planning Board members discussed a memorandum with comments received from Fire Chief G. Deering noting concerns with the fact that the proposed sites are more than 1,200' from the nearest fire hydrants that would be used first based on standard firefighting practices. According to the memorandum, a fire hydrant, placed with direction from the Water Superintendent, is absolutely necessary on Twitchknot Farm Way.

Planning Board members also noted the Fire Chief's additional comments:

- The proposed sites are on a narrow road that already limits access to emergency vehicles.
- The Fire Department would strongly encourage that the new/improved road meets the current access bylaw.
- Narrow roads slow emergency response. This property is in a remote area and not addressing access could increase response time.
- Narrow roads routinely cause damage to emergency vehicles as well.

Neighbor Comments:

Jonathan White stated they want the neighborhood to stay in its present condition, but would like to see a fire hydrant installed at the end of Twitchknot Farm Way.

Catherine Bergson stated her opinion that the neighborhood should stay as it is.

Joanne Ingwall urged the Planning Board to keep the neighborhood the same.

Catherine Berson stated that Camp Road and Twitchknot Farm Way are plowed by a private company in the wintertime.

MOTION: On a motion by **Richard Hartmann**, seconded by **John Ostman**, the Board voted to plan a site visit for Planning Board members to view the road and site conditions and continue the Preliminary Plan review to the Planning Board meeting on April 25, 2023 at 4:00 p.m.

VOTE: 4-0-0 The motion passed unanimously.

ORLEANS COMPREHENSIVE PLAN

- Goals and Policies
 - Economic Development
 - Land Use

Planning Board members discussed the Economic Development Goals and Policies from the 2006 Orleans Comprehensive Plan and Michael Solitro presented three options for ways to better align the Economic Development chapter with the proposed Orleans Comprehensive Plan. Planning Board members reviewed the options and expressed interest in the version entitled, "C. Economic Development Plan | Overview". Planning Board members agreed to further review and comment on pertinent Goals and Policies.

RULES AND REGULATIONS GOVERNING THE SUBDIVISION OF LAND

Planning Board members reviewed §192-18 of the document entitled, "Town of Orleans Rules and Regulations Governing the Subdivision of Land" last amended in June 2008. The chapter reviewed would allow the Planning Board to hire outside professionals, as needed.

COMMITTEE REPORTS

Board of Water & Sewer Commissioners (Richard Hartmann)

Richard Hartmann reported that Snow Library has been connected to the Town's sewer system and Stop & Shop is ready to be hooked up.

Wastewater Management Advisory Committee (Richard Hartmann)

Planning Board members reviewed PowerPoint slides entitled, "Wastewater Management – Phase 3, Progressions through Program".

APPROVAL OF MINUTES: March 14, 2023

MOTION: On a motion by **John Ostman**, seconded by **Maxine Minkoff**, the Board voted to approve the Planning Board minutes for March 14, 2023.

VOTE: 4-0-0 The motion passed unanimously.

APPROVAL OF MINUTES: March 28, 2023

MOTION: On a motion by **John Ostman**, seconded by **Maxine Minkoff**, the Board voted to approve the Planning Board minutes for March 28, 2023.

VOTE: 4-0-0 The motion passed unanimously.

CANCEL MAY 9, 2023 PLANNING BOARD MEETING

Planning Board members agreed to cancel the regularly scheduled Planning Board meeting on May 9, 2023 due to a possible conflict with the Annual Town Meeting.

MOTION: On a motion by **Richard Hartmann**, seconded by John Ostman, the Board voted to cancel the regularly scheduled Planning Board meeting on May 9, 2023 due to a possible conflict with the Annual Town Meeting.

VOTE: 4-0-0 The motion passed unanimously.

ADJOURNMENT

MOTION: On a motion by **Richard Hartmann**, seconded by **John Ostman**, the Board voted to adjourn the Planning Board meeting at **6:00 p.m.**

VOTE: 4-0-0 The motion passed unanimously.

SIGNED:


(Per John Ostman, Clerk)

DATE:

4/25/23

LIST OF HANDOUTS:

PRELIMINARY SUBDIVISION APPLICATION – AARON POLHEMUS – 14 TWITCHKNOT FARM WAY

- Application for a Preliminary Subdivision
- Letter from John McElwee, Coastal Engineering
- Preliminary Plan for Aaron Polhemus, 14 Twitchknot Farm Way
- Memorandum from Planning Director, dated April 5, 2023
- Memorandum with Fire Department Comments, dated April 4, 2023

ORLEANS COMPREHENSIVE PLAN UPDATE

- Review of Comprehensive Plan – Land Use Chapter - Goals & Policies
- Review of Comprehensive Plan - Economic Development Chapter - Goals & Policies

RULES & REGULATIONS GOVERNING THE SUBDIVISION OF LAND

- Review Draft Amendment to Rules & Regulations to allow Outside Expert Professionals

COMMITTEE REPORTS

- Wastewater Management Advisory Committee (Richard Hartmann)
 - Wastewater Management – Proposed Phase 3 Sewer Option 1

APPROVAL OF PLANNING BOARD MINUTES

- Planning Board minutes for March 14, 2023
- Planning Board minutes for March 28, 2023