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ORLEANS PLANNING BOARD APRIL 25, 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}; **Associate:** Maxine Minkoff. **Planning Department Staff:** 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, Debra Oakes.

PUBLIC COMMENT

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

PRELIMINARY SUBDIVISION APPLICATION – AARON POLHEMUS – 14 TWITCHKNOT FARM WAY

MOTION TO APPROVE: On a motion by **John Ostman**, seconded by **Maxine Minkoff**, the Board voted to approve the Planning Board notes by Michael Solitro for the on-site visit at 14 Twitchknot Farm Way on April 20, 2023.

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

Applicant/Speakers:

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

Planning Board members were brought up to date on the Preliminary Plan application 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.

Planning Board members noted the following comments from the Planning Department:

- The subject parcel is accessed via Twitchknot Farm Way, which is located within a 33-foot right-of-way. The road consists of a 9-12 foot wide surface.
- Twitchknot Farm Way presently serves as access to 4 dwellings, a buildable vacant lot, and the 2 dwellings presently under construction on the subject property.
- Camp Road, which connects from Twitchknot Farm Way to Tonset Road, is a small, one-lane road. It serves as primary access for 7 additional existing dwellings, .

An on-site meeting was held on April 20, 2023 with all Planning Board members; Aaron Polhemus (Applicant); 8-10 neighbors; Michael Solitro (Assistant Planner); Geoff Deering (Fire Chief), Greg Baker (Fire Inspector), Attorney Benjamin Zehnder and John McElwee (Coastal Engineering Co) to review the project.

MOTION TO APPROVE: On a motion by **John Ostman**, seconded by **Richard Hartmann**, the Board voted to approve the Preliminary Plan of Land prepared for Aaron Polhemus by Coastal Engineering, dated March 14, 2023, and showing 2 lots, with the following conditions:

1. Emergency turn-around is acceptable to the Fire Department
2. A water main and hydrant are required, to be determined in consultation with Water and Fire Departments prior to Definitive Plan filing.
3. Construction waiver for the cul-de-sac is acceptable.
4. Lot 2 is limited to no more than one (1) single family dwelling.

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

Additional Notes:

Attorney Zehnder agreed to contact the Water and Fire Departments regarding Condition #2 for construction and maintenance of the water main and hydrant.

ORLEANS COMPREHENSIVE PLAN UPDATE

- Land Use Chapter - Goals and Policies
- Economic Development – Goals and Policies

Planning Board members discussed comments received regarding Goals and Policies contained within the Land Use and Economic Development chapters of the Orleans Comprehensive Plan. Members tried to determine if each of the goals and policies were still relevant and needed revision due to changes in the needs of residents and visitors. Members thanked Michael Solitro for his on-going work in attempting to coordinate all of the comments received.

ECONOMIC DEVELOPMENT COMMITTEE APPOINTMENT

Planning Board members acknowledged that John Ostman was unanimously appointed to a 3-year term to the Economic Development Committee at their regularly scheduled meeting on August 9, 2022.

COMMITTEE REPORTS

Board of Water & Sewer Commissioners (Richard Hartmann)

Hartmann stated that the plant is running very well. Hartmann reported that Snow Library and Stop & Shop have connected into the system.

Wastewater Management Advisory Committee (Richard Hartmann)

Hartmann reported that the committee is working with Eastham officials to obtain a Permit to deal with shared water body issues and deal with the Department of Environmental Protection requirements.

APPROVAL OF MINUTES: April 11, 2023

MOTION: On a motion by **John Ostman**, seconded by **Maxine Minkoff**, the Board voted to approve the Planning Board minutes for April 11, 2023.

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

AGENDA ITEMS

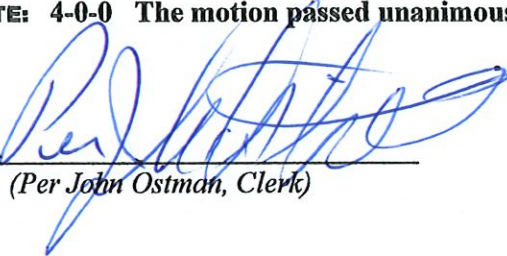
Planning Board members discussed three proposed zoning amendments that were sent to be voted on at the Annual Town Meeting, and agreed that the Planning Board's intent was to recommend that all three articles be adopted.

ADJOURNMENT

MOTION: On a motion by **John Ostman**, seconded by **Maxine Minkoff**, the Board voted to adjourn the Planning Board meeting at 5:35 p.m.

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

SIGNED:


(Per John Ostman, Clerk)

DATE:

5/23/23

LIST OF HANDOUTS:

CONTINUED PRELIMINARY SUBDIVISION APPLICATION – AARON POLHEMUS – 14 TWITCHKNOT FARM WAY

- Site Visit Notes
- Fire Chief Comments
- Revised Planning Department memorandum dated April 21, 2023

ORLEANS COMPREHENSIVE PLAN UPDATE

- Review of Land Use Chapter Goals
- Review of Economic Development Chapter Goals

APPROVAL OF MINUTES

- Planning Board minutes for April 11, 2023

