



John Ostman
ORLEANS TOWN CLERK

ORLEANS PLANNING BOARD
AUGUST 8, 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: Chairman:** Alice Van Oot; **Vice-Chairman:** John Ostman; **Regular Member:** Debra Oakes. **Associate:** Maria LeStage. **Planning Department Staff:** George Meservey, Michael Solitro and **Secretary:** Karen Sharpless. **Absent: Regular Member:** Richard Hartmann; **Associate:** David Ortolani; **Clerk:** Maxine Minkoff; and **Board of Selectmen Liaison:** Mark Mathison.

In the absence of a couple of regular members, Chair Van Oot requested that Associate LeStage vote at this meeting.

PUBLIC COMMENT

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

REQUEST FOR LOT RELEASE – 44 TONSET ROAD, EASTWARD COMPANIES

Susan Ladue (Eastward Companies) described a request for the Complete Lot Release for 44 Tonset Road known as Lot 1 in Book 20120, Pages 230 and Plan Book 601, Page 58 at the Barnstable County Registry of Deeds.

MOTION: On a motion by **John Ostman**, seconded by **Debra Oakes**, the Board voted to sign a Complete Release of Covenant for 44 Tonset Road known as Lot 1 in Book 20120, Pages 230 and Plan Book 601, Page 48 at the Barnstable County Registry of Deeds dated August 20, 2004.

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

ORLEANS COMPREHENSIVE PLAN UPDATE

Planning Board members discussed plans to hire a consultant to help update the Orleans Comprehensive Plan. Meservey noted that \$40,000 was previously voted to provide funding for research studies and the search for a consultant. Planning Board members agreed to request an additional \$120,000 to fund the work done by the consultant in assisting with updating the Orleans Comprehensive Plan.

MOTION: On a motion by **Debra Oakes**, seconded by **John Ostman**, the Board voted to submit a request for inclusion on the town meeting warrant for an additional \$120,000 to fund work done by a consultant to help the Planning Board update the Orleans Comprehensive Plan.

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

RULES AND REGULATIONS GOVERNING THE SUBDIVISION OF LAND

Planning Board members reviewed the Rules and Regulations Governing the Subdivision of Land document last amended in June 2008. Planning Board members agreed that updates should be made as needed in order that all subdivision documentation is consistent to provide clarity to developers and builders.

SITE PLAN REVIEW – PROCESS FLOW DIAGRAM

Planning Board members reviewed the Site Plan Review Process Flow Diagram to familiarize themselves with the process that an applicant goes through when submitting an application for commercial construction.

COMMITTEE REPORTS

Affordable Housing Committees (Debra Oakes)

Oakes gave a report on meetings she attended where the discussion was about options for affordable housing. Oakes stated that the Housing Needs Assessment report was presented.

Transportation and Bikeways Advisory Committee (Alice Van Oot)

Van Oot gave a report on committee discussions regarding creating ways to provide for multi-modal travel in town, including bicycles, walking etc.

APPROVAL OF MINUTES: July 25, 2023

MOTION: On a motion by **John Ostman**, seconded by **Debra Oakes**, the Board voted to approve the Planning Board minutes for July 25, 2023.


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

ADJOURNMENT

MOTION: On a motion by **John Ostman**, seconded by **Debra Oakes**, the Board voted to adjourn the Planning Board meeting at 5:21 p.m.

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

SIGNED:


(Maxine Minkoff, Clerk)

DATE:



LIST OF HANDOUTS:

REQUEST FOR LOT RELEASE – 44 TONSET ROAD, EASTWARD COMPANIES

- Letter from Eastward Companies, dated July 26, 2023
- Covenant, dated August 20, 2004
- Maintenance Agreement, dated October 28, 2004
- Approval of Definitive Subdivision Plan, dated October 13, 2004 with conditions

RULES AND REGULATIONS GOVERNING THE SUBDIVISION OF LAND

- Town of Orleans, Rules & Regulations Governing the Subdivision of Land, Amended June 2008

SITE PLAN REVIEW COMMITTEE

- Site Plan Review Process Flow Diagram

APPROVAL OF MINUTES

- Planning Board minutes for July 25, 2023