



Julie Hyslop
ORLEANS TOWN CLERK

ORLEANS PLANNING BOARD

SEPTEMBER 12, 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; **Clerk:** Maxine Minkoff. **Regular Members:** Richard Hartmann and Debra Oakes. **Associates:** Maria LeStage and David Ortolani. **Planning Department Staff:** Michael Solitro and **Secretary:** Karen Sharpless.
Absent: George Meservey

PUBLIC COMMENT

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

CORRESPONDENCE

- Memo to Kimberly Newman, Town Manager, entitled, “Special Town Meeting Article Request”, dated August 14, 2023

MEET WITH COMPREHENSIVE PLAN CONSULTANT, SHARON ROONEY (TIGHE & BOND)

Documents Discussed:

- Orleans Comprehensive Plan - Proposal by Tighe & Bond, dated July 31, 2023
- Orleans Comprehensive Plan - Community Engagement Strategies, dated September 12, 2023 Draft
- Orleans Comprehensive Plan - Kickoff Meeting – September 12, 2023 (Powerpoint Presentation)

Planning Board members met with Sharon Rooney, Principal Planner (Tighe & Bond) and discussed ways to obtain public participation in updating the Orleans Comprehensive Plan.

Using PowerPoint slides, Rooney and Planning Board members reviewed the following project goals:

- Develop and implement effective community outreach and engagement strategy
- Prepare Vision Statement that expresses shared community values
- Complete inventory and assessment of existing conditions/key issues
- Identify planning and land use goals
- Prepare capital facilities plan that aligns with Local Comprehensive Plan goals and actions
- Complete plan for development of low-and moderate-income housing consistent with local needs
- Prepare targeted action plan and implementation schedule
- Meet requirements for Cape Cod Commission certification

Planning Board members interjected various ways to reach out to all residents in the community to gain input from a broader range of people. Rooney requested that Planning Board members create a master list of

outreach groups. Planning Board members agreed to submit a recommendation of rollout steps for gaining public input at the next meeting.

COMMITTEE REPORTS

Board of Water & Sewer Commissioners (Richard Hartmann)

Hartmann gave an update on progress by the Board of Water & Sewer Commissioners on sewer projects around town and noted that applications for sewer hookups have increased.

Wastewater Management Advisory Committee (Richard Hartmann)

Hartman reported progress on the following:

- Work by the Wastewater Management Advisory Committee in updating the Comprehensive Wastewater Management Plan for approval by the Department of Environmental Protection.
- Orleans will work with the towns of Eastham and Brewster on nitrogen trading, which will be beneficial for all of us.
- Growth information in town which can be gained by available water meeting readings for over a year will help determine the plant size that will be required to aid in obtaining Building Permits.

Affordable Housing Committees (Debra Oakes)

Oakes gave a report on meetings of the affordable housing committees brainstorming ideas of ways to provide affordable housing in town using information gained through community outreach and the Housing Needs Assessment.

Economic Development Committee (John Ostman)

Ostman gave a report on members of the newly formed Economic Development Committee with information on their extensive professional backgrounds. Ostman noted that the committee will meet twice a month to work on the Town's Economic Development Plan.

Transportation and Bikeways Advisory Committee (Alice Van Oot)

Van Oot gave a report on progress by the Transportation and Bikeways Advisory Committee and noted an emphasis on road safety for all types of vehicles and pedestrians.

Community Preservation Committee (Maxine Minkoff)

Minkoff reported that the Community Preservation Committee has started meeting and she will update Planning Board members as projects are submitted and reviewed by the committee.

Long Range Planning Committee (John Ostman)

Ostman noted that the Long Range Planning Committee has started meeting and he will update Planning Board members as meetings progress.

APPROVAL OF MINUTES: August 8, 2023

MOTION: On a motion by **John Ostman**, seconded by **Debra Oakes**, the Board voted to approve the Planning Board minutes for August 8, 2023.

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

FUTURE AGENDA ITEMS

- A. September 26 – Review Potential Zoning Amendments for Further Action
- B. Subdivision Regulation Update
- C. Comprehensive Plan Recommendations for FY25

ADJOURNMENT

MOTION: On a motion by **Debra Oakes**, seconded by **John Ostman**, the Board voted to adjourn the Planning Board meeting at **5:28 p.m.**

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

SIGNED:


(Maxine Minkoff)

DATE:



LIST OF HANDOUTS:

CORRESPONDENCE

- Special Town Meeting Article Request Memorandum – August 14, 2023

MEET WITH COMPREHENSIVE PLAN CONSULTANT, TIGHE & BOND

- Orleans Comprehensive Plan (Orleans Comprehensive Plan) Proposal by Tighe & Bond, dated July 31, 2023
- Orleans Comprehensive Plan Community Engagement Strategies, dated September 12, 2023 Draft
- Orleans Comprehensive Plan Kickoff Meeting – September 12, 2023 (Powerpoint Presentation)

APPROVAL OF MINUTES

- Planning Board minutes for August 8, 2023

