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Julia Heizer
ORLEANS TOWN CLERK

ORLEANS PLANNING BOARD
SEPTEMBER 26, 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. **Associates:** Maria LeStage and David Ortolani. **Planning Department Staff:** George Meservey, Michael Solitro {via Zoom} and **Secretary:** Karen Sharpless. **Also Present:** Board of Selectmen **Liaison:** Mark Mathison. **Absent:** Debra Oakes

PUBLIC COMMENT

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

CORRESPONDENCE

- Public Policy for Net Zero Homes and Affordability

APPROVAL NOT REQUIRED – KEVIN SMITH & MOLLY JENKS, 21 KENNETH LANE

David Lyttle (Ryder & Wilcox) described an Approval Not Required proposal for property located at 21 Kenneth Lane.

MOTION: On a motion by **John Ostman**, seconded by **Richard Hartmann**, the Board voted to authorize the Chair to endorse the Approval Not Required Plan of Land prepared for Kevin S. Smith & Molly B. Jenks, Trustees, dated August 25, 2023, scale 1" = 30', prepared by Ryder & Wilcox.

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

APPROVAL NOT REQUIRED – GREGORY LAWLER & ANN LOGAN, 32 TOMS HOLLOW LANE

David Lyttle (Ryder & Wilcox) described an Approval Not Required proposal for property located at 32 Toms Hollow Lane.

MOTION: On a motion by **John Ostman**, seconded by **Maxine Minkoff**, the Board voted to authorize the Chair to endorse the Approval Not Required Plan of Land prepared for Gregory Lawler & Ann Logan, dated September 12, 2023, scale 1" = 40', prepared by Ryder & Wilcox.

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

ORLEANS COMPREHENSIVE PLAN UPDATE

Planning Board members discussed ideas for obtaining input for the updated Orleans Comprehensive Plan with assistance from Sharon Rooney (Tighe & Bond). Board members noted that information provided at the Special Town Meeting in October would be a good way to inform voters of the need to gain ideas from residents. Board members made suggestions on how distribute surveys for manual or computer input from property owners in order to gain as much information as possible. Visioning exercises were suggested as another way to gain input.

POTENTIAL ZONING AMENDMENTS

Planning Board members discussed potential zoning articles to determine whether to forward them to the Zoning Bylaw Task Force for input or any other research determined by the Planning Department and/or Planning Board.

COMMITTEE REPORTS

Board of Water & Sewer Commissioners (Richard Hartmann)

Hartmann gave a report on progress of the Board of Water and Sewer Commissioners and the ongoing sewer project. Hartmann noted that residents can find information on the Town's website as the project progresses.

Wastewater Management Advisory Committee (Richard Hartmann)

Hartmann gave a report on the Wastewater Management Advisory Committee and noted that there is an upcoming meeting with the Department of Environmental Protection and Cape Cod Commission. Hartmann stated that Orleans is in good shape regarding wastewater issues, and is in a leadership role on Cape Cod.

Economic Development Planning Committee (John Ostman)

Ostman gave an update on the progress of the newly formed Economic Development Committee in developing an Economic Development Plan.

Long Range Planning Committee (John Ostman)

Ostman gave an update on the progress of the newly formed Long Range Planning Committee in determining how town projects will be prioritized in the Capital Improvement Plan in the future.

APPROVAL OF MINUTES: September 12, 2023

MOTION: On a motion by **John Ostman**, seconded by **Richard Hartmann**, the Board voted to approve the Planning Board minutes for September 12, 2023.

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

FUTURE AGENDA ITEMS

A. Subdivision Regulation Update

ADJOURNMENT

MOTION: On a motion by Richard Hartmann, seconded by Maxine Minkoff, the Board voted to adjourn the Planning Board meeting at _____ p.m.

VOTE: - - The motion passed unanimously. / The motion passed by a majority. (abstained).

SIGNED: Maxine Minkoff
(Maxine Minkoff)

DATE: 10/10/2023

LIST OF HANDOUTS:

CORRESPONDENCE

- Public Policy for Net Zero Homes and Affordability

APPROVAL NOT REQUIRED – KEVIN SMITH & MOLLY JENKS, 21 KENNETH LANE

- Application for Endorsement of Plan Believed not to Require Approval
- Deed for 21 Kenneth Lane
- Assessor's Property Record Card
- ANR Plan for Victor & Rosemary Von Schlegell
- Planning Department Memorandum

APPROVAL NOT REQUIRED – GREGORY LAWLER & ANN LOGAN

- Application for Endorsement of Plan Believed not to Require Approval
- Plan of Land
- Plan of Land Showing a Division of Lot 2 prepared for Robert H. Melcher
- Plan of Land prepared for James B. Melcher, Jr., et al.
- Quitclaim Deed for Sarah B. Delano and Constance D. Delano for the Estate of Mary Louise Brier
- Quitclaim Deed for Constance Delano and Sarah B. Delano, Trustees of the Mary Louise Brier Family Trust
- Planning Department Memorandum

2024 POTENTIAL ZONING AMENDMENTS – FOR PLANNING BOARD CONSIDERATION

- List of Potential Zoning Amendments

APPROVAL OF MINUTES

- Planning Board minutes for September 12, 2023