



ORLEANS TOWN CLERK

*Kathy, Assoc*

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## **ORLEANS PLANNING BOARD**

**SEPTEMBER 23, 2014 - Minutes**

A meeting of the Orleans Planning Board was called to order at 7:00 p.m. in the Nauset Meeting Room at the Orleans Town Hall. **Present:** **Chairman:** Steve Bornemeier; **Vice-Chairman:** Charles Bechtold; **Clerk:** Chet Crabtree; Kenneth McKusick and John Fallender. **Planning Department Staff:** George Meservey; and **Secretary:** Karen Sharpless. **Also Present:** **Board of Selectmen Liaison:** Jon Fuller. **Absent:** **Associates:** Andrea Reed and Paul McNulty.

### **7:00 P.M. - SCENIC ROAD PUBLIC HEARING - THE FEDERATED CHURCH OF ORLEANS - 162 MAIN STREET**

*Chairman Bornemeier opened the Scenic Road Public Hearing at 7:00 p.m. and Clerk Crabtree read the legal ad into the record.*

Mr. John Burlingame (Trustee, The Federated Church of Orleans) showed Planning Board members photographs of an existing crumbling stone wall and the proposed renovation at 162 Main Street within the town layout. Burlingame indicated that the church is requesting permission to renovate the stone wall to a height of 26" for aesthetic purposes.

#### **Correspondence:**

Meservey stated that no correspondence has been received regarding the stone wall renovation request.

#### **Comments:**

Jon Fuller (184 Main Street) stated his personal support of the project and noted that other property owners in close proximity to the project have also indicated their support of the project. Meservey noted that Dan Connolly (Tree Warden) has stated that the trees near the stone wall are not considered to be valuable and he supports the stone wall renovation project, even if trees need to be removed. Fallender questioned the possibility of a sidewalk in the area in the future and Meservey noted that Tom Daley (DPW Director) has indicated that the intersection is wider than necessary and would not be negatively affected by a sidewalk. Crabtree stated that stone walls are part of the area's heritage and indicated his support of the renovation request.

**MOTION TO CLOSE PUBLIC HEARING:** On a motion by **Kenneth McKusick**, seconded by **Charles Bechtold**, the Board voted to close the Scenic Road Public Hearing for The Federated Church of Orleans request to renovate a stone wall located at 162 Main Street.

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

**MOTION TO APPROVE:** On a motion by **Kenneth McKusick**, seconded by **Chet Crabtree**, the Board voted to approve the request by The Federated Church of Orleans to renovate an existing stone wall located within the town layout at 162 Main Street.

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

### **POTENTIAL ZONING AMENDMENTS**

Planning Board members reviewed the following list of potential zoning amendments:

1. **Definition of Building Height** - consider amending the definition of building height, which allows the non-street side façade to be very tall.

**Consensus:** No action at this time.

2. **Apartments in the Village Center District** – Review requirements and limitations on apartments in Village Center District to see if there is a way to incentivize desirable development.

Planning Board members agreed that this is a town wide issue and public comments would provide valuable input in future discussions.

**Consensus:** The issue warrants further Planning Board discussion.

3. **Outdoor Display of Goods** – Do excessive outdoor display detract from town appearance.

Planning Board members agreed that aesthetics are difficult to police and there is a need to understand the needs of businesses in town and determine how to have incentives to encourage better outdoor retail appearance without negatively affecting businesses.

**Consensus:** The issue warrants further Planning Board discussion.

4. **Trailer Definition** - Clarify that definition includes transportable storage contained, but not dumpsters. Also §164-27 B, change to allow trailers and containers used for storing goods for no more than 30 consecutive days... This will allow property owners to bring in a container short-term to clean out a home or business prior to sale.

Planning Board members reviewed the zoning definition of trailers and agreed that further clarification would be helpful.

**Consensus:** Forward to the Zoning Bylaw Task Force for review.

5. **Allow Trailers in other Business Districts**

Planning Board members discussed whether there is a need to review allowing the location of trailers in other areas of town. Crabtree indicated his support of phase-in periods.

**Consensus:** No further Planning Board action at this time.

6. **Sandwich board signs** - Should off-site sandwich boards be allowed on public property, including the bike path?

Planning Board members discussed the advisability of allowing off-premise advertisement signs for individual businesses, including along the bicycle path which raised concerns about a proliferation of signs around town. Fallender asked if generic ladder signs pointing to types of businesses could be used. Fallender suggested putting up signs for events only and Meservey reminded Planning Board members of a new sign bylaw regarding this issue and noted that signs on public property have to obtain Board of Selectmen approval. Fallender stated his opinion that the bicycle trail is a linear park and noted his opposition to signs on the bicycle trail as a form of pollution. Bechtold mentioned that signs could entice bicyclists to check out businesses in town and could project the Orleans image. Fallender suggested that signs listing businesses could be located at intersections, not on the bicycle trail. Bechtold objected to the suggestion of signs only at intersections with the explanation that he feels it is an inadequate way to inform visitors of businesses located within the town. Planning Board members discussed the pros and cons of wayfinding, directional signs or kiosks. Fuller stated his opinion that he doesn't think the Board of Selectmen would allow advertising signs on public property and noted that if allowed, they would need to be maintained. McKusick stated he is not in favor of signs on the bicycle path and there is no need to address the issue this year.

**Consensus:** No further Planning Board action at this time.

7. **Residential Home Size** - Consider new ideas to protect community character when large homes are proposed.

Planning Board members discussed the issue of residential home sizes and agreed that the topic is worth further discussion. Meservey cautioned that an unintended result could be to make some properties more non-conforming.

**Consensus:** No further Planning Board action at this time.

8. **Zoning Board of Appeals**

Planning Board members discussed the Orleans Zoning Bylaws §164-43.A, which states that the makeup of the Zoning Board of Appeals consists of five (5) members and two (2) associate members. Planning Board members agreed that the Zoning Bylaw wording should be changed to read that the committee be made up of five members and three associate members as the following excerpt from the Orleans Town Charter shows:

**Chapter 6**  
***Appointed Multi-Member Bodies***

***§3. Zoning Board of Appeals***

***6-3-1 A Zoning Board of Appeals of five members and three associate members shall be appointed by the Board of Selectmen for three-year overlapping terms.***

**Consensus:** Planning Board members agreed to forward a wording change recommendation.

## **PLANNING BOARD SUBDIVISION FEES**

Planning Board members reviewed a spreadsheet of Planning Board fees created by John Fallender and agreed to maintain the current fee schedule adopted on November 9, 2010.

**MOTION:** On a motion by **John Fallender**, seconded by **Chip Bechtold**, the Board voted to maintain the current Planning Board Subdivision fee schedule adopted on November 9, 2010.

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

## **ORLEANS COMPREHENSIVE PLAN - ACTION ITEMS**

Meservey stated that Town Departments, as well as boards and committees will be submitting progress reports on Orleans Comprehensive Plan Actions Items by the middle of October and the information will be presented to the Board of Selectmen prior to November 15, 2014. Planning Board members reviewed and updated the status of the Orleans Comprehensive Plan Action Items for the Planning Board and Planning Department as shown in the chart below:

<b>OCP ID</b>	<b>Action Item</b>	<b>% Completed</b>
CF-1	Conduct an analysis of near and distant future land acquisition needs in order to accommodate future town facilities.	20%
ED-1	Develop a plan to attract enterprises that have a year-round customer base.	75%
HC-3	Develop a cohesive Village Center Plan to address such issues as traffic, parking, signs, streetscape, pedestrian linkages, and building facades.	100%
HC-8	Develop a plan for pedestrian-friendly improvements in village areas including the addition of traditional street lighting that is consistent with the area's history and character.	80%
AH-4	Develop and initiate a plan to place all utility lines underground in village areas.	15%
HC-16	Study traffic issues and determine appropriate uses for the Rural Business District that serves South Orleans residents.	75%
T-14	Ensure that reconstruction along Route 6A and Route 28 specifically address safety and access problems.	100%

## **CORRESPONDENCE**

- \* Cape Cod Commission Public Hearing – Draft §208 Area Wide Water Quality Management Plan
- \* Citizen Planner Training Collaborative – Fall 2014 Workshops

## **COMMITTEE REPORTS**

### **Board of Water & Sewer Commissioners (Kenneth McKusick)**

McKusick reported on Water Department issues with the use of a Statistical Report dated September 2014. McKusick noted a problem with backflow issues when people use watering devices with chemicals such as window washing connected to hoses. McKusick noted that

backflow devices are available for approximately \$5.00 at retail stores and may also be made available through the Water Department in the future.

**APPROVAL OF MINUTES: August 26, 2014**

**MOTION:** On a motion by **Kenneth McKusick**, seconded by **Chet Crabtree**, the Board voted to approve the Planning Board minutes of August 26, 2014.

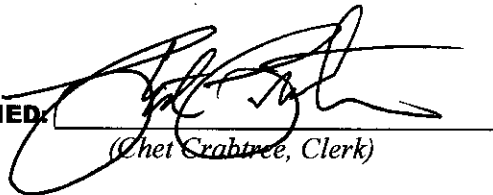
**VOTE:** 5-0-0 The motion passed unanimously.

**ADJOURNMENT**

**MOTION:** On a motion by **John Fallender**, seconded by **Chet Crabtree**, the Board voted to adjourn the Planning Board meeting at 8:45 p.m.

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

**SIGNED:**



*(Chet Crabtree, Clerk)*

**DATE:**

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**LIST OF HANDOUTS FOR SEPTEMBER 23, 2014 PLANNING BOARD MEETING:**

**1. SCENIC ROAD/TREE HEARING – FEDERATED CHURCH – 162 MAIN STREET**

- A. Scenic Road Legal Ad
- B. Application for a Scenic Road Hearing
- C. Site Plan Showing Existing Conditions dated June 12, 2013
- D. Explanation of proposed renovation to stone wall

**2. POTENTIAL ZONING AMENDMENTS**

- A. 2015 Potential Zoning Amendments

**3. REVIEW OF PLANNING BOARD SUBDIVISION FEES**

- A. Planning Board Fees Spreadsheet

**4. ORLEANS COMPREHENSIVE PLAN – REVIEW OF ACTION PLAN**

- A. Memorandum entitled, "FY16 Budget Recommendations – Comprehensive Plan Implementation".

**5. CORRESPONDENCE**

- A. Cape Cod Commission Public Hearing – Draft \$208 Area Wide Water Quality Management Plan
- B. Citizen Planner Training Collaborative – Fall 2014 Workshops

**6. APPROVAL OF MINUTES**

- A. Planning Board minutes dated August 26, 2014