

Town of Yarmouth

**MINUTES OF THE PLANNING BOARD MEETING OF
March 20, 2019**

The Yarmouth Planning Board held a Business Meeting at **5:30** p.m. on Wednesday **March 20, 2019** in the Hearing Room at the Yarmouth Town Offices located at 1146 Route 28, South Yarmouth, MA.

Planning Board Present: Brad Goodwin, Tom Roche, Norman Weare, Joanne Crowley, and Tom Baron

Planning Board Absent: Chris Vincent and Lee Rowley

Staff Present: Kathy Williams, Town Planner

Guest: Susan Brita

Chairman Brad Goodwin opened the meeting at 5:30 PM.

1. **Discussion on Zoning Articles for 2019 Annual Town Meeting:**

- a. **Draft Frequently Asked Questions (FAQ) on Accessory Dwelling Units (ADUs):** Planning Board discussed the attached Draft FAQ for ADUs. In general the Board liked the idea of providing additional information to the public on the topic. Tom Baron suggested having it as a handout at Annual Town Meeting (ATM). Kathy Williams noted she would ask the moderator. Joanne Crowley suggested including a link to the Housing Assistance Corporation (HAC) "*Housing on Cape Cod – The High Cost of Doing Nothing*" brochure in Question 4; noting the 40 year phasing plan for sewerage to Question 7; and adding an Example of who would be renting an affordable unit, what the rent would be and annual incomes that would qualify for the income eligibility.
- b. **Draft Town Meeting Explanations:** The Planning Board reviewed the Draft Explanation for Accessory Dwelling Units (ADUs), Signage, Entertainment and Miscellaneous Amendments and had no revisions.

2. **Meeting Minutes:**

- a. **March 5, 2019:** On a motion by Tom Roche, seconded by Tom Baron, the Planning Board voted (4-0-1) to approve the meeting minutes of March 5, 2019 with the Board of Selectmen with Brad Goodwin, Tom Roche, Joanne Crowley, and Tom Baron voting in favor, and Norm Weare abstaining.
- b. **March 6, 2019:** On a motion by Norm Weare, seconded by Joanne Crowley, the Planning Board voted (5-0) to approve the meeting minutes of March 6, 2019 with Brad Goodwin, Tom Roche, Norm Weare, Joanne Crowley, and Tom Baron voting in favor.

3. **Board of Appeals Agenda & Decisions:** Attached ZBA Agendas sent to Planning Board members via e-mail.

4. **Committee Updates from Board Members:**
 - a. **Community Preservation Committee (CPA):** Tom Roche noted that the CPA met with the Board of Selectmen (BOS) on March 19th to review the CPA Articles. The BOS had some questions on the historic and recreation articles, but voted to recommend all CPA Articles.
5. **Board Member Items:** There was a brief discussion on the Board of Selectmen's proposal to move zoning articles to a fall town meeting. This would mean the next zoning articles would be for a fall 2020 meeting.
6. **Correspondence:** None.
7. **Staff Updates:** Kathy Williams noted that she will not be able to attend the April 3, 2019 Planning Board meeting. As there are no pending Business Items and the Zoning Articles are in good shape, the Board agreed to cancel the meeting.
8. **Upcoming Meetings:**
 - a. April 3, 2019 – Canceled
 - b. April 17, 2019
9. **Adjournment: VOTE:** On a motion by Tom Roche, seconded by Norm Weare, the Planning Board voted unanimously (5-0) to adjourn at 5:55 PM.

ATTACHMENTS:

- **March 20, 2019 Agenda**
- **Draft Frequently Asked Questions (FAQ) on Accessory Dwelling Units**
- **Explanation of Zoning Articles for Annual Town Meeting**
 - Article 39 – Accessory Dwelling Units.
 - Article 40 – Signage
 - Article 41 – Entertainment
 - Article 43 – Miscellaneous Amendments
- **Draft Meeting Minutes:** March 5, 2019 and March 6, 2019
- **Miscellaneous Correspondence:**
 - ZBA Agendas for March 14, 2019 and March 28, 2019

Approved on April 17, 2019:

On a motion by Norm Weare, seconded by Tom Roche, the Planning Board voted (5-0-1) to approve the meeting minutes of March 20, 2019 with Brad Goodwin, Tom Roche, Norm Weare, Joanne Crowley, and Tom Baron voting in favor, and Lee Rowley abstaining.