

Town of Yarmouth
MINUTES OF THE PLANNING BOARD MEETING OF
April 21, 2021

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The Yarmouth Planning Board held a Business Meeting at **5:30** p.m. on Wednesday **April 21, 2021** via a Virtual Meeting pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law in response to the COVID-19 pandemic.

Planning Board Present: Brad Goodwin, Joanne Crowley, Susan Brita, Tom Baron, and Will Rubenstein

Planning Board Absent: Liz Hartsgrove and Chris Vincent

Staff Present: Kathy Williams, Town Planner

1. **Meeting Opening:** Chair Joanne Crowley opened the virtual meeting at 5:33 PM and took a roll call to establish quorum. Kathy Williams, Town Planner, served as the Moderator for the virtual meeting and read the attached statement regarding the reason for the virtual meeting and provided an overview on how remote participation works. All votes were taken by roll call and the meeting was livestreamed on the Town of Yarmouth YouTube Channel.
2. **Community Visioning:** Continued discussion on attached draft concepts for the Vision Statement and Plan.

Joanne Crowley gave a brief overview of the changes in format which incorporated the four umbrella items of Live, Work, Play and Learn, along with the action items under each to preserve, promote and protect. The goal is to reach some type of consensus on the framework under each of the categories.

Kathy Williams gave a brief overview of the attached updated Implementation Schedule including adding in an update to the Board of Selectmen. She also noted that the Vision/Goals will serve as the basis for the second Survey.

Overall the Board members liked the new format. The Board had an in-depth discussion on modifications to the attached draft Vision/Goals, including keeping it simple with direct action words, elimination of some descriptive or editorial language, inclusion of beaches in the Vision Statement, moving the library segment to the Learn section, moving senior services to the Live section under the Age-Friendly Communities header, and emphasizing learning opportunities through the Cultural Center and the Historic Society of Old Yarmouth.

The Board members will provide any further edits they would like to Kathy Williams, with Susan Brita noting she will drop off a copy of her notes and edits.

3. **Meeting Minutes:**
 - a. **April 7, 2021:** On a motion by Susan Brita, and seconded by Will Rubenstein, the Planning Board voted (4-0-1) to approve the meeting minutes of April 7, 2021, with Joanne Crowley, Brad Goodwin, Will Rubenstein, and Susan Brita voting in favor, and Tom Baron abstaining.
4. **Board of Appeals Agenda & Decisions:** None.
5. **Committee Updates from Board Members:**
 - a. **Capital Budget Committee (CBC):** Will Rubenstein indicated the CBC has made their final recommendations in preparation for the public hearing scheduled for May 4th.
 - b. **Middle School Building Committee:** Will Rubenstein noted there will be a ground breaking ceremony for the middle school on April 30th.

- c. **Affordable Housing Trust:** Brad Goodwin indicated the Planning Board should be receiving an ANR Plan soon to subdivide a property related to affordable housing.

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6. **Board Member Items:**

- a. Will Rubenstein inquired as to the previously reviewed Preliminary Subdivision off Route 6a and the process moving forward. Kathy Williams noted that the project will be going before the Site Plan Review Team (Town Staff) soon and then will need to come to the Planning Board for a Special Permit and Definitive Subdivision at a formal Public Hearing with abutter notification.
- b. Susan Brita inquired about the status of the project at Great Island Plaza. Kathy Williams noted that the owner has been having difficulty obtaining financing or letters of interest from potential renters and the project may not be moving forward. She inquired as to the adjacent parcel where the building burned down. Kathy Williams indicated construction has been delayed but that there is still time available under the Special Permit.
- c. Susan Brita inquired about the status of the Drive-In Site. Kathy Williams noted that it was discussed at the April 20th Board of Selectmen meeting where Interim Assistant Town Administrator Bob Lawton gave an update indicating a draft Letter of Solicitation and License Agreement has been developed and is under review by Staff and the Chamber.
- d. Joanne Crowley noted that the public meeting for the Growth Incentive Zone (GIZ) extension will be held on April 22nd with the Cape Cod Commission.

7. **Correspondence:** Attachments noted below were sent to the Planning Board via e-mail.

8. **Staff Updates:** Kathy Williams stated that the Parkers River Bridge has been open to its full width for water flow for the past few weeks. She also noted that at their April 20th meeting, the Board of Selectmen approved the recommendations of the Land Disposition Committee (LDC) to dispose of three small parcels of land acquired by foreclosure. The LDC also voted to recommend retaining the large 10+ acre parcel adjacent to Flax Pond (Assessor Map 99.52).

9. **Upcoming Meetings:**

- a. May 5, 2021
- b. May 19, 2021

10. **Adjournment: VOTE:** On a motion by Susan Brita, seconded by Will Rubenstein, the Planning Board voted unanimously (5-0) to adjourn at 7:35 PM.

ATTACHMENTS:

- **April 21, 2021 Agenda**
- **Script - Explaining Remote Access Planning Board Meeting**
- **Community Visioning:** Draft Live, Work, Play & Learn Vision and Goals, draft vision summary from Susan Brita, and Implementation Schedule updated 4/21/21
- **Draft Meeting Minutes:** April 7, 2021
- **Miscellaneous Correspondence:**
 - Conservation Commission Agenda for April 15, 2021
 - April 12, 2021 letter and attachments from Kathy Williams, Town Planner, to Kristy Senatori, Cape Cod Commission Director, requesting a 10-year extension of the Yarmouth Growth Incentive Zone (GIZ).

Approved on May 5, 2021:

On a motion by Brad Goodwin, and seconded by Tom Baron, the Planning Board voted (5-0-1) to approve the meeting minutes of April 21, 2021, with Joanne Crowley, Brad Goodwin, Will Rubenstein, Tom Baron, and Susan Brita voting in favor, and Liz Hartsgrove abstaining.