

Town of Yarmouth

**MINUTES OF THE PLANNING BOARD MEETING OF
August 7, 2019**

The Yarmouth Planning Board held a Business Meeting at **5:30** p.m. on Wednesday **August 7, 2019** in the Hearing Room at the Yarmouth Town Offices located at 1146 Route 28, South Yarmouth, MA.

Planning Board Present: Tom Roche, Lee Rowley, Joanne Crowley and Tom Baron

Planning Board Absent: Brad Goodwin and Chris Vincent

Staff Present: Kathy Williams, Town Planner

Guest: Rich Bienvenue, Acting Director of Municipal Operations; Curt Sears, Chairman of the Water Resources Advisory Committee; and Dave Young, CDM

Vice Chairman Tom Roche opened the meeting at 5:30 PM.

1. **Wastewater Planning Update:** Rich Bienvenue gave a general overview of the status of wastewater planning as outlined in the attached PowerPoint presentation. The Water Resources Advisory Committee (WRAC) has been meeting with a variety of Town Boards, Committees and the public to provide updates on wastewater planning. Mr. Bienvenue outlined the three impaired watersheds, the conclusion that a centralized treatment facility would be most cost effective, and the 8 phases planned over 40 years with a focus on Phase 1 which includes Route 28 and South Shore Drive. He discussed regionalization including discussions with Barnstable and the DHY Community Partnership with Dennis and Harwich. The DHY Partnership is currently in the legislature, with hopes that it will be passed soon to allow for each Town to vote on it this fall. If the Towns vote for the partnership, administration and cost sharing would be outlined in an Operational Agreement outside the legislation. Mr. Bienvenue reviewed the cost recovery plan for Phase 1, which includes mainly commercial properties. The cost recovery plan currently includes conversion of 1.5% of Community Preservation Act (CPA) to a Wastewater Infrastructure Fund, 25% capital surcharge on sewer rates, betterment program for 20% of collection system, short term rentals and revenue from solar projects.

Kathy Williams, Town Planner, also gave an overview of the attached August 5, 2019 Memo to the WRAC regarding the methodology for the updated build out analysis, the proposed allocation increase of approximately 280,000 gallons per day to accommodate the new VCOD zoning, pent up demand and to include an allowance for additional bedrooms for existing residential properties. CDM is working to evaluate cost impacts related to the updated buildout numbers. Land Use controls will be required to manage the wastewater flows to within the buildout numbers, so it is important that the number be adequate to allow for future growth while balancing cost implications.

The Planning Board members were very complimentary of Mr. Bienvenue's and the WRAC's hard work and asked many questions for Mr. Bienvenue, as well as Curt Sears from the WRAC and Dave Young from CDM.

The Board discussed planning related questions regarding buildout, land use controls and the State Revolving Fund loan program, as well as the potential for a letter of support from the Planning Board in preparation for the Fall Special Town Meeting. The Board members requested that discussion of a wastewater support letter be placed on the August 21, 2019 Planning Board Agenda. The Board members had many questions and interactive discussion on the CPA conversion process, short term rental taxes, operation and maintenance costs, user rates, areas in town not being sewered, Phase 1 being within our commercial corridors to promote redevelopment, and our current low levels of new growth revenue.

2. **Meeting Minutes:**

- a. July 17, 2019: **On a motion by Tom Baron, seconded by Joanne Crowley, the Planning Board voted (4-0) to approve the meeting minutes of July 17, 2019 with Tom Roche, Lee Rowley, Joanne Crowley and Tom Baron voting in favor.**

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

4. **Committee Updates from Board Members:**

- a. Yarmouth Housing Trust: Tom Roche noted the recent walk through of Yarmouth Commons with the Lt. Governor. The redeveloped former Cavalier property by Dakota Properties has 69 units with the front building facing Route 28 already occupied and occupancy of the remainder of the site anticipated for September. Mr. Roche noted how nice the property and the units looked.

5. **Board Member Items:**

- a. Lee Rowley noted that a sleeve for a wastewater forcemain should be incorporated into the design of the Parkers River Bridge.
- b. Tom Baron noted the workshop earlier in the day on the Bike Connectivity Study and encouraged moving forward more quickly with this project.

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

7. **Staff Updates:** Kathy Williams, Town Planner gave a brief update on the status of the following:

- a. Bike Connectivity Study: In addition to the Workshop held on August 7th at the Senior Center, a second Workshop is scheduled for August 14th at 6 PM in the Town Hall Hearing Room.
- b. Parkers River Bridge: The bids for the Parkers River Bridge were opened on July 31st and the Town hopes to award the project in the next couple weeks and start construction after Labor Day.
- c. Special Town Meeting: Inquired as to whether the Planning Board would be interested in minor zoning amendments for the STM related to community event signs associated with for-profit events on Town Property. The Board was interested in reviewing this in more detail at the August 21st meeting.

8. **Upcoming Meetings:**

- a. August 21, 2019
- b. September 4, 2019

9. **Adjournment: VOTE:** On a motion by Tom Roche, seconded by Tom Baron, the Planning Board voted unanimously (4-0) to adjourn at 6:55 PM.

ATTACHMENTS:

- **August 7, 2019 Agenda**
- **Wastewater Planning Update:**
 - PowerPoint Presentation – Water Resource Advisory Committee (WRAC) Update to Board of Selectmen dated July 30, 2019
 - August 5, 2019 Memo from Karen Greene/Kathy Williams to the WRAC on Wastewater Buildout Analysis and attached spreadsheet.
- **Draft Meeting Minutes:** July 17, 2019
- **Miscellaneous Correspondence:**
 - ZBA Agendas for July 25, 2019 and August 8, 2019
 - ZBA Decisions 4804, 4805, 4806, 4807, 4809, 4810
 - July 19, 2019 e-mail notification of Yarmouth Gardens Tax Credits
 - July 29, 2019 e-mail from Kathy Williams regarding the Draft Local Comprehensive Plan Regulations

Approved on September 4, 2019:

On a motion by Tom Roche, seconded by Tom Baron, the Planning Board voted (4-0-1) to approve the meeting minutes of August 7, 2019 with Tom Roche, Lee Rowley, Joanne Crowley and Tom Baron voting in favor, and Brad Goodwin abstaining.