

Town of Yarmouth

MINUTES OF THE PLANNING BOARD MEETING OF
February 5, 2020

The Yarmouth Planning Board held a Business Meeting at 5:30 p.m. on Wednesday February 5, 2020 in the Hearing Room at the Yarmouth Town Offices located at 1146 Route 28, South Yarmouth, MA.

Planning Board Present: Brad Goodwin, Tom Roche, Chris Vincent, Lee Rowley, Joanne Crowley and Tom Baron

Planning Board Absent: Liz Hartsgrove

YARMOUTH TOWN CLERK

Staff Present: Kathy Williams, Town Planner

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

1. **Community Visioning Initiative:** General discussion on the Visioning Process.

- a. **Logo/slogan:** The Board discussed a variety of logos and slogans including the attached excellent options provided by Joanne Crowley and Liz Hartsgrove. After a good discussion on the options, the Board chose to go with the compass logo with a slogan related to setting our course and charting our future. Liz Hartsgrove will provide an electronic copy of her design for incorporation in the Visioning materials.
- b. **Publicity:** The Board discussed the draft water bill insert which gives a brief introduction to the visioning process and directing people to the Town website for the latest information. The Board discussed various edits to language. The insert will be 1/3rd of a page on colored paper. The Board preferred green or yellow to attract attention. The Board also reviewed the attached draft website language and had excellent suggestions to make it more concise and include different language such as “voice” and “engagement” to reflect public input.
- c. **Consultant Assistance:** Kathy Williams updated the Board on the status of acquiring a consultant to assist with the Visioning process. A draft scope has been received from Horsley Witten (HW) with a couple good suggestions for consideration by the Board. HW had suggested not having a Planning Board Workshop ahead of the public Workshops so as not to influence public input, as well as having two HW staff at the Workshops. Input from the Planning Board can be obtained when reviewing the summary information from the Workshops/Survey.

2. **Meeting Minutes:**

- a. **January 15, 2020:** **On a motion by Chris Vincent, and seconded by Joanne Crowley, the Planning Board voted (6-0-1) to approve the meeting minutes of January 15, 2020 with Brad Goodwin, Tom Roche, Chris Vincent, Lee Rowley, Joanne Crowley and Tom Baron voting in favor, and Liz Hartsgrove abstaining.**

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

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

- a. **Water Resources Advisory Committee (WRAC):** Lee Rowley noted that the WRAC will be meeting with the Board of Selectmen (BOS) on February 10th for a Wastewater Workshop to talk about the Town Meeting Articles, funding and WRAC recommendations. Kathy

Williams noted the Tri-Town BOS meeting for February 27, 2020 when the peer review on the cost data would be presented.

- b. **Community Preservation Committee (CPC):** Tom Roche noted that the CPC chose not to pursue the purchase of 75 Meadowbrook Road due to different appraised values.
- c. **Affordable Housing Trust (AHT):** Tom Roche noted that Commonwealth Community Developers now owns the Yarmouth Gardens property and the trust is loaning them money to demolish the buildings while they await their other funding sources. Brad Goodwin inquired about any issues at the Yarmouth Commons. Tom Roche noted that the AHT had also heard there were some issues with the property and Mary Waygan is scheduling meetings to outline expectations and address the concerns brought forward.

- 5. **Board Member Items:** Tom Baron noted a February 10, 2020 Training session on Form Based Code which he will be attending.
- 6. **Correspondence:** Attachments noted below were sent to the Planning Board via e-mail.
- 7. **Staff Updates:** Kathy Williams noted future business items for the Planning Board including a VCOD SPR and Scenic Road application.
- 8. **Upcoming Meetings:**
 - a. February 19, 2020 – possible cancelation
 - b. March 4, 2020
- 9. **Adjournment: VOTE: On a motion by Chris Vincent, seconded by Joanne Crowley, the Planning Board voted unanimously (7-0) to adjourn at 6:15 PM.**

ATTACHMENTS:

- **February 5, 2020 Agenda**
- **Visioning Discussion:**
 - Logos/Slogans: February 2, 2020 e-mail from Tom Baron and Draft Concepts from the Town Planner, Joanne Crowley & Liz Hartsgrove
 - Draft Water Bill Insert
 - Draft Website Text
- **Draft Meeting Minutes:** January 15, 2020
- **Miscellaneous Correspondence:**
 - ZBA Agendas for January 23, 2020 and February 13, 2020
 - ZBA Decisions 4828, 2829, 4830, 4831, 4836, 4837, & 4838
 - Conservation Commission Agenda for February 6, 2020
 - Dennis ZBA Hearing for 01/27/20
 - Form Based Code Training February 10, 2020

Approved on March 4, 2020:

On a motion by Brad Goodwin, and seconded by Tom Baron, the Planning Board voted (5-0) to approve the meeting minutes of February 5, 2020 with Brad Goodwin, Tom Roche, Lee Rowley, Joanne Crowley and Tom Baron voting in favor.