PLANNING BOARD AGENDA
March 17, 2020 – 7:00 p.m.
Sand Hill School Community Center – 16 Dewey Avenue

NOTE: If the parking lot is full, please only park on the Sand Hill School side of Dewey Avenue. Please do not park across the street from the Sand Hill School.

1. Convene in Meeting Room
2. Review and Approval of Minutes – 2/18/20 and 3/10/20
3. Submission of New Plans
4. Old Business
5. New Business
   • Proposed Zoning Amendments – Public Hearing

- Proposed amendments to the Table of Contents to add missing sections and update new sections:
  4130. Accessory Dwelling Units (ADU)
  4132. Lot Requirements
  4433. Square Footage Requirements
  4134. Site Requirements
  4135. Applicable By-laws and Regulations
  4136. Principal Owner Requirements
  4137. Ownership Requirements
  4138. Occupant Requirements
  4139. Application Requirements and Procedures
  4131. Purpose and Intent
  4132. Requirements
  4133. Use and Dimensional Requirements
  4134. Monitoring
  4135. Enforcement
  4136. Amnesty
  3490. Compliance with State and Federal Regulations.
  4360. Requirements
  4370. Other
  4457. Subdivision Affordability Requirements
  4500 DELETED-ATM 4/98 MIXED USE CLUSTER DEVELOPMENT REGULATIONS
  4501. Objective
  4502. Applicability
4504. Residential Restrictions
4505. Affordability Restrictions/Regulatory Agreement

- **Proposed amendment to Article I Section 1260 for the purpose of clarifying that a bond may not always be required as follows:**
  1260. A performance bond or deposit of not less than $12.00 per foot of lot frontage plus $0.05 per cubic foot of foundation volume shall be required prior to authorization of any new structure or addition if, in either case, involving more than 200 square feet of floor area, as security against possible costs due to erosion or damage within street rights-of-way, or failure to enclose and backfill the foundation within the time period covered by the building permit, or failure to carry out any or all conditions mandated in a special permit granted by the Board of Appeals. Such bonds may also be required by the Building Inspector for site alterations not involving new structures but potentially incurring damage within street rights-of-way. These bonds shall be held by the Town Treasurer until he is notified by the Building Inspector that all on-site work, as required under the building code and conditions of a special permit granted, and all movement of heavy equipment has been completed and any damage repaired.

- **Proposed amendment to Article I Section 1330 for the purpose of lengthening special permit approval pursuant to M.G.L. Ch. 40A as follows:**
  1330. Special Permits shall normally be granted unless, because of conditions peculiar to the particular case but not generally true for similar permitted uses on other sites in the same district, it appears that nuisance, hazard or congestion will be created, or for other reasons there will be substantial harm to the neighborhood or derogation from the intent of the by-law, so that the stated district objectives will not be satisfied. The Special Permit Granting Authority shall place upon each special permit the condition that failure to comply with the conditions set forth in the special permit will result in termination thereof and that it shall expire upon transfer of ownership, prior to initiation of substantial construction on or occupancy of the site, unless such transfer is authorized in the permit, or if no substantial construction or occupancy takes place within the twelve (12) months three (3) years of special permit approval, excluding such time required to pursue or await the determination of an appeal referred to in Section 17 of Chapter 40A. Extenuating circumstances may be a basis for a six (6) month extension to be granted by the Special Permit Granting Authority. Construction or operations under a building or special permit shall conform to any subsequent amendment of the ordinance or by-law unless the use or construction is commenced within a period of not more than twelve (12)-months three (3) years after the issuance of the permit and, in cases involving construction, unless such construction is continued through to completion as continuously and expeditiously as is reasonable.

- **Proposed amendment to Article II Section 2210 for the purpose of removing an unregulated use as follows:**
  Section 2210.
  Guest House
- Proposed amendment to Article II Section 2420 for the purpose of clarifying non-conforming regulations as follows:

2420. Change, Extension Or Alteration. No change, extension or alteration of a pre-existing non-conforming use and no change, extension or alteration of a pre-existing nonconforming structure may be made except upon the issuance special permit from the Zoning Board of Appeals. Such a special permit may be granted only if the special permit granting authority finds that the proposed change, extension or alteration of a pre-existing non-conforming use, or change, extension or alteration of a pre-existing non-conforming structure is not substantially more detrimental to the neighborhood than the existing nonconforming use or non-conforming structure.

Provided, however, that The Zoning Enforcement Officer may provide a written finding that any alteration, reconstruction, extension or structural change to a lawfully existing single or two-family residential structure shall not be subject to the special permit requirements of this Section 2420 if the alteration, reconstruction, extension or structural change does not increase the nonconforming nature of the structure. (Amended 1/14/08)

- Proposed amendment to Article II Section 2540 for the purpose of clarifying the monitoring agent as follows:

2540. Multiple Principal Buildings on the Same Lot.

C. Affordable Housing. In the BL-1 and B-2 Districts, one dwelling unit may be located within a structure which has a principal non-residential use, but only upon issuance of a special permit by the Zoning Board of Appeals. Additional dwelling units may thereafter be authorized by special permit; however, to be eligible for a special permit for additional dwelling units, a 1:1 ratio of market rate units to affordable units shall be established and maintained. The Board of Appeals shall condition any special permit allowing the affordable units according to the affordability criteria in Section 4138. Upon issuance of a special permit, the applicant shall enter into a monitoring services agreement with the Sandwich Housing Authority (SHA) and shall abide by the rules and regulations of the SHA. In addition, no special permit for more than one such unit shall be issued unless adequate parking is provided; appropriate site provisions have been made for both the residential and non-residential uses; and all of the criteria of Section 1330 have been shown to be satisfied.

- Proposed amendment to Article III Section 3490 for the purpose of referencing additional environmental controls as follows:

3490. Compliance With State and Federal Regulations.

All development activities shall comply with the requirements of section 2.3.6 of the General Permit for Stormwater Discharges from Small Municipal Storm Sewer Systems issued jointly by the U.S. Environmental Protection Agency and the Massachusetts Department of Environmental Protection.

- Proposed amendment to Article IV Section 4114 for the purpose of clarifying driveway regulations as follows:

4410. Right Accessory Apartment
An accessory apartment is allowed as an accessory use to an owner occupied single-family dwelling in residential zoning districts in accordance with the following requirements. These requirements regulate the use and are not subject to relief through a variance.

a) The accessory apartment shall contain a maximum floor area of 800 square feet and shall not contain more than one bedroom. Common entries and open decks shall not be included in the 800 square feet calculation.

b) Accessory apartments are permitted only on lots with an area 10,000 SF or more or on lots of any size created by a cluster special permit where the overall density of the cluster development is 10,000 SF or more per dwelling unit.

c) In consideration of the overall density of development, accessory apartments are not allowed in single-family dwellings subject to a Comprehensive Permit, an Affordable Housing Conditional Density Special Permit or an Accessory Dwelling Unit Special Permit.

d) A deed rider in a form acceptable to the Inspector of Buildings and Town Counsel limiting the accessory apartment to one-bedroom and as a non-rental unit in perpetuity shall be recorded at the Barnstable County Registry of Deeds and proof of such recording provided to the Building Inspector before the Building Permit or Occupancy Permit is issued.

e) The accessory apartment may be located in an accessory structure no more than 80 feet from the primary dwelling or attached and within the single-family dwelling.

f) Any structural addition made to the single-family dwelling to accommodate an accessory apartment must meet all applicable front, side and rear setbacks, height and lot coverage requirements.

g) A minimum of one additional off-street parking space shall be provided, however, the construction of a new separate driveway is prohibited unless authorized by the Director of Public Works or the Town Engineer.

h) Only one accessory apartment shall be constructed in any single-family dwelling. Accessory apartments are prohibited on lots where there are more than one single-family, one or more two-family or one or more multi-family dwelling units.

i) The owner of the single-family dwelling must occupy the single-family dwelling or the accessory apartment, except for bona fide temporary absences.

Accessory apartments are prohibited from any use as rental units on a yearly, monthly, weekly or daily basis.

- Proposed amendment to Article IV Section 4130 for the purpose of deleting and updating accessory dwelling unit bylaw as follows:

4130. Accessory Dwelling Units. For the purpose of promoting the development of affordable rental housing in Sandwich for year-round residents, one accessory dwelling unit per lot may be allowed by special permit from the Planning Board subject to the standards and conditions listed below:

4131. Reserved (deleted STM 9/91).

4132. Accessory dwellings shall not be allowed on lots of less than 40,000 square feet.
4133. Accessory dwellings shall not be larger than 1,000 square feet or thirty (30) percent of the gross square footage of the principal dwelling, whichever is larger. Gross square footage shall be defined as the total floor area of the dwelling, excluding basement, attic, or garage.

4134. Site Requirements:
   a) Accessory dwellings shall be within or attached to a principal dwelling or garage.
   b) Accessory units shall be designed so as to be as compatible as possible with existing site and neighborhood conditions.
   c) No accessory unit shall be located within any minimum front or side yard required by Section 2600.
   d) Two off-street parking spaces shall be provided for each accessory unit. Parking shall be screened from view as determined appropriate by the Planning Board.
   e) Use of an existing on-site septic system to service accessory units shall be permitted only upon approval of the Board of Health.

4135. All appropriate by-laws and regulations shall apply, except those inconsistent with the purpose and provisions of Section 4130.

4136. The principal owner of the property must occupy a minimum of eight (8) months as a primary residence, either the principal or accessory dwelling unit.

4137. No accessory unit shall be separated by ownership from the principal dwelling.

4138. All occupants of the accessory rental dwelling unit shall be approved by the Sandwich Housing Authority to assure compliance with the purpose of this by-law and the Affordable Housing Program as described in the 2009 Local Comprehensive Plan. Specifically, accessory dwelling units must be rented to those meeting the guidelines for a low or moderate-income family. For the purpose of this section, low income families shall have an income less than eighty (80) percent of the Town of Sandwich median family income, and moderate income families shall have an income between eighty (80) and one hundred and twenty (120) percent of the Town of Sandwich median family income, as determined by the Federal and/or State Census.

4139. Application Requirements and Procedures
   a) Applicants are encouraged to submit preliminary materials for informal review by the Planning Board prior to the application for special permit.
   b) Applicants for a special permit for an Accessory Dwelling Unit shall submit to the Planning Board the following:
      1. a completed application form
      2. a plot plan conforming to the requirements of Section 1220
      3. principal elevation of the exterior of the proposed unit, at a minimum scale of 1/8" = 1’.
      c) One copy of a certified abutters list shall be submitted with the application. The applicant is responsible for the cost of legal notices. Postage stamps sufficient for the mailing of notices must be submitted with the abutters list.
      d) Procedures described in Sections 1330, 1331, 1332 and 1360 shall be followed.

4130. Accessory Dwelling Unit (ADU)

4131. Purpose and Intent of the Accessory Dwelling Unit is to:
a) Broaden the range of housing opportunities for households of all incomes, ages and sizes in order to support a strong, stable and diverse year-round community, a viable healthy local workforce and to prevent the displacement of Sandwich residents.
b) Promote a more economic and energy efficient use of the Town’s housing supply while maintaining the appearance and character of the Town’s single family neighborhoods.
c) Encourage greater diversity of population with particular attention to young adult citizens and to allow for “aging in place” for our senior citizens.

4132. Requirements
a) An ADU constructed within a single family dwelling, attached to a single family dwelling or as a detached structure on a lot conforming to Section 2600 of the Zoning By-Law shall be permitted as a “By Right” use, provided it meets all requirements of the Town of Sandwich Protective Zoning By-Law. No more than twenty four (24) By Right building Permits for new ADUs shall be granted within a twelve (12) month period, January 1st to December 31st and the number of permits shall be counted according to projects approved.
b) An ADU constructed within a single family dwelling shall be permitted as a by-right use and shall meet all the requirements of the Town of Sandwich Protective Zoning By-Law.
c) A Special Permit from the Planning Board is required in the following instances and no more than twenty four (24) Special Permits shall be granted by the Special Permit Granting Authority (SPGA) for the construction of an ADU within a twelve (12) month period January 1st to December 31st and the number of permits shall be counted according to projects approved.
   I. An ADU is constructed as a detached accessory structure- not attached to a single family dwelling.
   II. The subject property must be 20,000 s.f. or more.
d) When a Special Permit is required the SPGA shall address at a minimum the Special Permit Criteria outlined in Section 1330 of the Protective Zoning Bylaw.
e) The Building Commissioner shall administer and enforce the provisions of this section unless a Special Permit is required then the Planning Board will be the SPGA.
f) ADUs shall not be eligible for zoning variances. In addition, no variance may be granted which would allow more than one (1) ADU on a lot.
g) The construction of an accessory dwelling unit must be in conformity with the State Building Code, Title V of the State Sanitary Code and lawful under all other provisions of applicable town health, building, zoning and other local laws and regulations.
h) Prior to the issuance of a building permit or Special Permit for an ADU, site plans, floor plans and elevations shall be submitted showing the proposed interior and exterior changes to existing buildings or new building and improvements on a lot associated with a proposed ADU.

4133. Use and Dimensional Requirements:
The following requirements shall apply to all ADUs, whether permitted by right or by special permit from the Planning Board:
a) Only one ADU is permitted for each lot.
b) The ADU shall be a complete, separate housing keeping unit containing both a kitchen and a bath.

c) An ADU shall be clearly subordinate in use, size and design to the principal single family dwelling. An ADU shall be designed so that, to the maximum extent practicable, the appearance of the property on which it is to be located remains that of a single-family residential property and the privacy of abutting properties is maintained, considering the following: building architectural details, roof design, building spacing and orientation, building screening, door and window location, and building materials.

d) The ADU shall contain no more than two bedrooms and contain no more than 900 square feet of habitable space. Once an ADU has been added to a single family dwelling or lot, the accessory dwelling unit shall not be enlarged.

e) At least one (1) off street parking space in addition to that required for the principal single family dwelling is required for each ADU. All parking for ADUs shall be off street. New parking spaces created shall be pervious.

f) An ADU may not be sold or transferred separate and apart from the principal dwelling to which it is an accessory use. The principal dwelling, the ADU and the lot on which they are located shall remain in common or single ownership and shall not be severed in ownership.

g) The principal dwelling or the accessory dwelling unit must be the primary residence of the owner, and the remaining dwelling must be leased for a minimum of a twelve (12) consecutive months and a maximum of three (3) consecutive years, with no subletting to occur, and is prohibited from any use as rental units on a monthly, weekly or daily basis including, but not limited to, seasonal rental and rental through vacation rental websites. An ADU shall not be used for boarding and lodging, or other commercial use. No occupancy of the ADU is permitted other than as the primary residence of the owner or by lease for a minimum of twelve (12) consecutive months and other conditions as stated.

h) A detached ADU requires a minimum lot size of 20,000 s.f.

i) An ADU and principal dwelling shall share common septic/wastewater and water facilities.

j) An ADU shall have an occupancy of not more than two (2) persons per bedroom.

4134. Monitoring:

Prior to the issuance of a building permit or a Special Permit, a certificate in the form of a notarized affidavit to verify that the owner is or shall be in residence in one of the units shall be submitted in the case of a By Right unit to the Building Commissioner or in the case of a Special Permit to the SPGA. Any change or transfer in ownership will require an updated certificate.

4135. Enforcement:

Failure to comply with the provisions of this Bylaw shall be punishable by fine. Any person, firm or corporation violating any section or provision of this Bylaw shall be fined one hundred (100) dollars for each offense. Each day that such offense continues shall constitute a separate offense. If the Building Commissioner determines that the owner has repeatedly failed to comply with this bylaw, he/she may revoke the occupancy permit for the ADU. In such an event, the Building Commissioner may require that the
elements that make the accessory dwelling unit a separate dwelling unit be removed from the property within 90 days of said determination, with the owner to comply with all requirements of the State Building Code and Sandwich Protective Zoning By-Law. Any such determination may be appealed to the Zoning Board of Appeals.

4136. Amnesty:

In an effort to meet local housing needs, the owner of real property containing an accessory dwelling unit, as described in this Section may apply for a Special Permit to legally continue the use as an accessory dwelling unit, provided that the unit is no larger than 900 s.f. or thirty percent of the gross square footage of the principal dwelling, whichever is larger.

The amnesty provisions of this bylaw shall apply to unlawful accessory dwelling units in existence prior to December 31, 2020.

2200 Accessory Uses

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26. A detached ADU on a non-conforming lot requires a minimum lot size of 20,000 s.f. and a special permit from the Planning Board. All units shall satisfy the requirements of Section 4130.

Definitions:

ACCESSORY DWELLING UNIT (ADU) – A dwelling unit with the purpose of promoting affordable housing in the Town for year-round residents that is no larger than 1,000 square feet in size or thirty percent of the gross square footage of a principal dwelling, whichever is larger incorporated into a lawful principal single-family dwelling or attached to a single-family dwelling or within a detached building accessory to and on the same lot as a lawful principal single-family dwelling.

- Proposed amendment to Article IV Section 4320 for the purpose of defining lowest floor as follows:

4320. Definitions. For the purpose of this section of the Zoning By-Law, terms shall be defined as follows:
LOWEST FLOOR – For structures within the Special Flood Hazard Area designated as Zone AE, the reference level is the top of the lowest floor. For structures within the Special Flood Hazard Area designated as Zone VE, the reference level is the bottom of the lowest horizontal structural member.

- Proposed amendment to Article IV Section 4360 for the purpose of updating flood plain regulations as follows:

4360. No fill may be placed on any lot, any portion of which is at or below the base flood elevation, without a special permit. Required certifications and/or technical analyses
prepared or conducted by a licensed professional engineer, licensed professional survey
or licensed architect, as appropriate, including:
a) Elevation Certificate from the Federal Emergency Management Agency used to
document the Lowest Floor for all finished new construction and substantial
improvements in the Special Flood Hazard Area
b) V-Zone Design and Construction Certificate from the Federal Emergency
Management Agency used to document V-Zone anchoring and breakaway wall
requirements for all new construction and substantial improvements in the Special Flood
Hazard Area
c) ICC-ES Report or an original engineered certification used to verify that the
engineered flood openings are designed to meet the minimum requirements of Section
R322.2.2.1 of the 9th Edition Massachusetts Residential Code to automatically
equalize hydrostatic flood forces. An original engineered certification shall include:
• The design professional’s name and title, address, type of license, license number and
the state in which the license was issued along with the signature of the design
professional and an applied seal of the certifying registered design professional
• A statement certifying that the openings are designed to automatically equalize
hydrostatic flood loads on exterior walls by allowing the automatic entry and exit of
floodwaters
• Description of the range of flood characteristics tested or computed for which the
certification is valid, such as rates of rise and fall of floodwaters
• Description of the installation requirements or limitations that, if not followed, will void
the certification
Requirements for non-engineered flood openings shall include: a statement from the
manufacturer including the model number and the amount of free area each vent covers
d) Floodproofing Certificate for non-residential structures from the Federal Emergency
Management Agency used to certify floodproofing design for non-residential buildings in
the Special Flood Hazard Area
e) Non-Conversion Agreement shall be recorded at the Barnstable Registry of Deeds
prior to issuance of the certificate of occupancy for the following structures in the Special
Flood Hazard Area:
1. All new, substantially damaged or improved structures in the V-Zone
2. Structures with crawl/underfoot spaces that are more than 5 ft. in height
3. Detached accessory structures that are larger than 120 sq. ft.
f) Such other material and information as may be requested by the Floodplain
Administrator and necessary to determine conformance with these regulations
4370. No fill may be placed on any lot, any portion of which is at or below the base flood
elevation, without a special permit.

- **Proposed amendment to Article IV Section 4710 for the purpose of adding a rental
option as follows:**
4710. Cottage Colonies. Any existing cottage colony may not be converted to single-
family dwelling use under separate ownership unless the lots upon which each building
is located comply with the minimum requirements for a cluster subdivision and are
created as a cluster subdivision under Section 4400. However, a non-conforming
cottage colony may be converted to a residential or mixed-use, rental property,
condominium, cooperative or time sharing condominium that is more intensive or
frequent than seasonal or intermittent use upon issuance of a Special Permit from the
Planning Board and compliance with Section 4740.

- Proposed amendment to Article IV Section 4740 for the purpose of adding a rental
  option, clarify inspection regulations, and add an affordable housing provision as
  follows:

  4740. Procedures. The Planning Board shall act upon conversion of any existing cottage
  colony into a residential or mixed-use, rental property, condominium, cooperative or time
  sharing condominium application as an application for special permit as set forth in
  Section 1330 through 1360 and, where applicable, Section 2400. The conversion of any
  existing cottage colony into a residential or mixed-use condominium, cooperative or time
  sharing condominium shall comply with the following additional requirements:

  1. The establishment of a condominium association or homeowner's association
     with documents and covenants reviewed and approved by the Planning Board as
     part of the Special Permit; the Planning Board may require that said documents
     and covenants be reviewed by its legal counsel at the applicant's expense.

  2. A full operations and management plan for the property reviewed and approved
     by the Planning Board as part of the Special Permit; the Planning Board may
     require that said plan be reviewed by its consulting engineer or other appropriate
     consultant(s) at the applicant's expense.

  3. The review and approval from the Sandwich Board of Health to ensure
     compliance with all on-site wastewater treatment requirements prior to Special
     Permit approval.

  4. Review and approval from the Sandwich Engineering Department for any new or
     enhanced driveways or curb cuts, as well as on-site parking mitigation prior to
     Special Permit approval.

  5. Review and approval by the Sandwich Historic Committee (if applicable) for
     compliance with Old King's Highway historic District requirements prior to
     Special Permit approval.

  6. Completion of a full inspection and building code compliance checklist to be
     conducted by the Town Building Inspector prior to Special Permit approval and
     issuance of final occupancy certificate. Review and approval by the Sandwich
     Building Department to ensure compliance with all applicable regulations, as
     determined by the Building Commissioner.

  7. Review and approval by the Planning Board of a site plan prepared by a
     registered landscape architect for any clearing of pre-existing on site trees in
     order to protect the vegetative integrity of the lot.

  8. Ten (10) percent of total cottages converted must be made affordable and meet
     the guidelines for a low or moderate income family. For the purpose of this
     section low income shall be defined as an income less than eighty (80) percent of
     the area median income, and moderate income shall be defined as an income
     between eighty (80) and one hundred and twenty (120) percent of the area
median income, as determined by the Federal and/or State Census. The affordable units shall meet the requirements necessary to be added to the Subsidized Housing Inventory. All occupants of the affordable units shall be approved by the Sandwich Housing Authority to assure compliance with this by-law.

- Proposed amendment to Article IV to add Section 4457 for the purpose of adding an affordable housing provision as follows:

Section 4457. This section of the By-law applies to any residential subdivision or division of land resulting in ten (10) or more buildable lots.

In any development that is subject to the regulations hereunder, ten (10) percent of all dwelling units shall be made affordable and meet the guidelines for a low or moderate income family. For the purpose of this section low income shall be defined as an income less than eighty (80) percent of the area median income, and moderate income shall be defined as an income between eighty (80) and one hundred and twenty (120) percent of the area median income, as determined by the Federal and/or State Census. The affordable units shall meet the requirements necessary to be added to the Subsidized Housing Inventory. The affordable units may be constructed on the locus of the development and sold or rented, or the Planning Board may, in its discretion, approve one (1) or more of the following methods, or any combination thereof, for the provision of affordable units.

1. Off-Site Units: An equivalent number of affordable housing units may be constructed on another site in the Town of Sandwich. All requirements that apply to on-site provision of affordable units shall apply to off-site affordable units. In addition, the location of the off-site units shall be approved by the Planning Board as a part of the Definitive Subdivision approval process.

2. Land Donation: An applicant may offer a donation of land that is equal to the value of an affordable unit within the proposed subdivision. The Planning Board determines suitability for the construction of an equivalent number of affordable housing units. An affordable housing restriction shall be placed on land donated assuring its use for affordable housing. This is subject to the approval of the Board of Selectmen.

The applicant shall submit to the Building Commissioner documentation ensuring the requirements of this section will be met, prior to the issuance of a building permit for any dwelling unit. Specific requirements relative to the location, appearance, and phasing of construction of the affordable units may be imposed as a condition by the Planning Board during the Definitive Subdivision approval process.

Full text of the proposed Zoning Amendments, along with the current Protective Zoning By-Law and current Zoning Map may be viewed in the following ways:

1. Request a PDF from the Office of Planning & Development at planning@sandwichmass.org
2. Visit the Office of Planning & Development at 16 Jan Sebastian Drive, Sandwich, MA.
3. Call (508) 833-8001 if other accommodations are needed.
6. Board Discussion
   • LCP Steering Committee
     ➢ Planning Board Appointees
     ➢ Other Town Committee Appointees
     ➢ Letters of Interest
     ➢ Recommendation to the Board of Selectmen

7. Deliberations

8. Other Matters Not Reasonably Anticipated by the Chairman

9. Adjournment

NEXT SCHEDULED MEETING: Tuesday, April 7, 2020, 7:00 p.m.
Sand Hill School Community Center, 16 Dewey Avenue

Signed: [Signature]
Name (print): Maureen McCabe
Date: March 12, 2020

Date & Time Received Town
Clerk's Office
TOWN OF SANDWICH
MAR 13 2020
9 H 25 M A.M.
RECEIVED &Recorded