



MINUTES OF THE
LOCAL COMPREHENSIVE PLAN STEERING COMMITTEE
April 19, 2023

Present: Jeff Picard, Lisa Hassler, Jonathan Finn & Jonathan Fitch
Staff: Ralph Vitacco, Director of Planning
Guest: Sharon Rooney, Tim Mahoney

TOWN CLERK
TOWN OF SANDWICH

MAY 19 2023

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Mr. Finn convenes the meeting.

Action Items

Community Systems

Mr. Vitacco explains where they left off last time. Mr. Picard recalls the discussion from last time. How are we going to measure and enforcement design for municipal buildings. Mr. Fitch wouldn't want to suggest that you need 8over8 windows or anything like that. It will develop over time. Mr. Picard disagrees, we have been careful that everything has been measurable. The statement should say in accordance with...what? Mr. Fitch disagrees. The committee discusses how to tackle this. Ms. Rooney states that the Cape Cod Commission has design guidelines some towns have adopted them in whole or in part for design of all buildings. Mr. Fitch states that line might need a reference to a specific guideline. Ms. Rooney explains the technical bulletin and offers to help wordsmith this action. Mr. Fitch asks if design guidelines have ever appeared in zoning. Both Ms. Rooney and Mr. Vitacco share their thoughts and experiences on this. The committee moves on to the next action item under Community Systems. Ms. Hassler explains the action in detail. They redraft the language to provide clarity but also keep the generality of it. Ms. Hassler asks how the Silver Jackets Assessment will be linked to the plan. Mr. Vitacco explains that the assessment reviewed historic properties and offered flood proofing advice. Mr. Vitacco offers to include it in the plan. Mr. Finn questions the word connectivity in the next action item. Ms. Hassler states that the committee was referring to pedestrian walkways. Mr. Fitch adds that it was also referring to streets. Ms. Rooney questions if this item is in the correct location. Mr. Vitacco explains that can be discussed at a later time. Mr. Picard asks for clarity with the term mitigation funds. It needs to be defined within the action. The committee discusses language around this and is satisfied with Mr. Vitacco's suggested edits. The committee continues down the list and makes minor changes to the wording of the sub actions. Guest Tim Mahoney enters. Ms. Rooney discuss the Complete Streets program that the town undertook. She discusses next steps within the program and the funding that can be provided for related projects. Mr. Picard believes this section would be strong if it was linked to this program. Ms. Rooney will provide the direction to the document. Ms. Hassler believes there is something missing from this section. We have discussed homeowners protecting their homes from climate change but not what the town could do like building a berm or raising a street. Mr. Vitacco stated that is discussed in the MVP plan which should be referenced in the LCP. Mr. Fitch has become aware that enforcement of any of the decisions made by the historic district committee is totally a local option and that option belongs to the Building Inspector. There is a statue for how this happens. It's remarkable how many times they build something different. The enforcement feature of that is totally optional with the town and the poor building inspector also enforces zoning but there is a process with that. I think it would be nice to say something along the lines of giving greater support to enforcement for the Old Kings Highway Regional Historic District Regulations. The committee discusses this. Mr. Vitacco states that a recommendation to fund a position for an enforcement agent. The committee agrees. Ms. Rooney leaves the meeting.





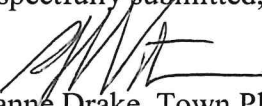
Mr. Vitacco would like to get through the Capital Facilities and Infrastructure goals today and then next week wrap up the final set of goals. The committee discusses the next meeting date.

Capital Facilities and Infrastructure

The committee is happy with the goal and move on to the associated actions. The committee reworks the first action and make it more specific. The committee discuss striking the boardwalk action item. The committee would like a recommendation that we need to better maintain our existing buildings etc. They discuss how to phrase this action. Mr. Vitacco reads aloud his suggested wording on this action item. The committee adds to the action. The committee discusses selling the golf course. Mr. Fitch needs to leave. The committee wraps up the meeting.

Jonathan Finn motions to adjourn, Lisa Hassler second. Approved 4-0-0.

Respectfully submitted,

 for Leanne Drake
Leanne Drake, Town Planner and Special Projects Administrator