

Town of Sandwich  
THE OLDEST TOWN ON CAPE COD



Planning Board

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**MINUTES**  
October 4, 2022

TOWN CLERK  
TOWN OF SANDWICH

OCT 20 2022

10 H 52 M A *mg*  
RECEIVED & RECORDED

**6:09 p.m.**

Sand Hill School Community Center, 16 Dewey Avenue, Sandwich, MA

**Present:** Jeffrey Picard, Chair; Jennifer Reisig, Vice Chair; Mark Callahan; Paul Coteus; and Philip Rodriguez

**Absent:** Robert King and Melissa Dugan

**Also Present:** Ralph Vitacco, Director, Planning & Development via remote participation; and Maureen McCabe, Sr. Administrative Assistant

**Also Absent:** Leanne Drake, Town Planner; and Sam Jensen, Assistant Town Engineer

Mr. Picard opens the meeting with the reading of the Opening Statement. The Pledge of Allegiance is recited.

**Approval of Minutes**

Ms. Reisig motions to accept the minutes from the meeting held September 20, 2022, as written. Mr. Callahan seconds. The vote is unanimous.

**Submission of New Plans**

There are no new plans submitted.

**Old Business**

- 0 Farmersville Road – Definitive Plan – Gangemi – Continued

Mr. Picard reads the following correspondence into the record:

- Email to Ralph Vitacco from Todd MacDonald re: 0 Farmersville Road Planning Board Extension, dated September 28, 2022

Mr. Picard explains that the applicant is still in the process of updating changes to the drawings. Mr. Vitacco has suggested the applicant provide the Engineering Department sufficient time to review the drawings. The Planning Department and the applicant have agreed to continue the matter to the Board's next regularly scheduled meeting on October 18, 2022. Ms. Reisig motions to continue the Public Hearing to October 18, 2022, at 6 p.m. at the Sand Hill School Community Center, 16 Dewey Avenue, Sandwich, MA. Mr. Callahan seconds. The vote is unanimous.



**New Business**

- There is no New Business to discuss.

**Board Discussion**

- Final Comments on Proposed Zoning Amendments

Mr. Picard explains that this is a continuation of a discussion that took place at the Board's last meeting. Mr. Vitacco and his team have taken the Board's comments and suggestions and have reworded the proposed zoning changes. We would like to complete this discussion tonight so that they can be moved forward.

- Intensity of Use Schedule 2600 (I) and Accessory Dwelling Units

Mr. Vitacco states that Board members have already agreed to remove the footnote for the 87,120 square feet and also the removal of the footnote for the Accessory Dwelling Units. There are no questions or comments from the Board.

- Ground-mounted Solar Photovoltaic Installation

Mr. Vitacco says the words "canopy solar" are being added and, for clarification, the term has been changed to "large scale canopy solar." Mr. Vitacco asks the Board if they have any questions. Mr. Picard advises Mr. Vitacco that everyone is in agreement with the changes made relating to solar.

- Affordable Housing Conditional Density

Mr. Vitacco talks about the table for the Affordable Housing Conditional Density. He acknowledges that some Board members were reluctant to do away with the whole table and wanted to keep some of it, particularly the senior housing portion. Mr. Vitacco further discusses four units per acre at 25% affordability. At the Board's request, Mr. Vitacco surveyed surrounding towns to see what they have done. He synthesizes his Memo to the Board dated October 4, 2022. Mr. Coteus asks if this is still two bedroom per unit maximum for all the houses, affordable or not? Mr. Vitacco says that it is. Mr. Coteus asks if this is a ten-acre maximum site? Mr. Vitacco confirms that part of the By-Law has not changed; it translates into 40 units on ten acres. Mr. Coteus says this seems reasonable in light of what other towns are doing and he is good with this. There are no further questions or comments from the Board.

Mr. Picard explains that these proposed zoning amendments will move forward to a Public Hearing which has been scheduled for October 18, 2022. Mr. Vitacco elaborates.

**Deliberations**

- There are no items to deliberate

**Other Matters Not Reasonably Anticipated**

- There are no Other Matters to discuss.

**Adjournment**

Ms. Reisig motions to adjourn. Mr. Callahan seconds. The vote is unanimous. The meeting adjourns at 6:24 p.m.

Respectfully submitted,



Maureen McCabe

Supporting Documents:

1. September 20, 2022 Draft Minutes (6 pages)
2. Email to Ralph Vitacco from Todd MacDonald re: 0 Farmersville Road Planning Board Extension, dated September 28, 2022 (1 page)
3. Memo to Planning Board from Ralph Vitacco re: Proposed Zoning Amendments, dated October 4, 2022 (2 pages)
4. Proposed Zoning Changes (2 pages)