

PLANNING BOARD

TOWN OF TISBURY
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MEETING MINUTES

DATE: May 4, 2016
TIME: 6:07 PM
PLACE: Town Hall Annex, 66 High Point Lane
ATTENDANCE: Bellante-Holand, Doble, Robinson and Seidman
BILLS: Planning Board (Postage)\$ 7.15
MINUTES: As referred in the April 20, 2016 Meeting Agenda
April 6 2016 Deferred
April 20, 2016 Deferred

APPOINTMENT:

6:07 PM Deliberations: Application for a Special Permit – Habitat for Humanity,
Marian Halperin Et AL, AP 16A23.2
Attendance: H. Lee and D. Hodsdon

Planning Board Chairman, D. Seidman opened the continuation of the deliberations for the above listed applicant at 6:07 PM. He deferred to the Board and asked them to review the draft decision for any comments or revisions given that he had abstained from the vote for reasons stated at the previously closed public hearing.

Board members recalled that they endorsed the proposal, because they believed the small scaled development did not overburden town services, or interrupt the activities or character of the neighborhood. The applicant in addition gifted one of the lots to Habitat for Humanity to provide housing for low income or elderly persons.

D. Bellante-Holand informed the Board that she understood the Habitat for Humanity intended to develop the lot they were gifted.

There being no further discussion, B. Robinson moved to endorse the draft decision as modified during the deliberations. C. Doble seconded the motion, which motion carried.

4/0/0

D. Seidman, Planning Board Chairman entertained a motion to close the deliberations. B. Robinson so moved. D. Seidman seconded the motion. The motion carried. 4/0/0 The Planning Board resumed their regularly scheduled meeting at 6:10 PM

BOARD DISCUSSIONS:

1. Planning Board Committee Reports

A. Water Street Traffic Committee's report by B. Robinson

B. Robinson reported that the Committee had not officially met, but that he had taken the opportunity to speak with potential candidates about the committee's mandate. It was his understanding that the Board of Selectmen had yet to nominate their representative, but suspected that L. Gomez was going to be their candidate.

At H. Lee's request, B. Robinson described the committee's overall scope of address, the general area they would be focusing on and a general breakdown of the committee's time frame.

B. Vision Council

B. Robinson noted that the Council met last Thursday for a presentation of the shellfish warden's proposal for a Family Shellfish Day, which is to take place at the Lagoon Pond pier on June 24th. He explained that the constable was targeting community residents and was currently working with the Tisbury School, so that school children's parents were notified of the upcoming event, proper clothing, gear, etc.

C. Doble noted that the shellfish warden was still working on the registration process, and thought she would consult with the board secretary and IT person in town for suggestions. B. Robinson thought the project was a great tester. If successful, it was possible that they may hold similar events during different times of the year.

B. Robinson further reported that the vision council participants were given a progress report on their projects involving Owen Park and the Planning Board's area plans.

C. Doble invited the Board to the CPA's Workshop the Vision Council was hosting on May 12th at the Senior Center. It was structured for town officials, department heads and potential applicants, and intended to inform them of the new application process and requirements.

C. Site Plan Review Board

B. Robinson reported meeting with the Board last week on an application with a proposal for a second floor addition within the Coastal District.

H. Lee was disappointed with the applicant's submittals, in that he felt the perspectives did not provide the information the Board needed to evaluate the merits and drawbacks of a proposal. He thought the subpar submittals were intentional because they eliminated the front, back and side views and hid information that may not be acceptable to the Board

He felt they should revise the minimum requirements for their submittals to include a satellite view, architectural plans, site plan and elevations, etc. D. Seidman concurred.

B. Robinson advised H. Lee that if the Board did not feel they were obtaining the information they needed for a determination, they had the option of continuing the meeting to give the applicant the opportunity to submit the information. He added that for the small residential developments, the additional information was not necessary.

H. Lee raised IHT's Water Street housing complex as an example. He noted that the applicant had been asked to provide two additional parking spaces on the site by the Zoning Board of Appeals. The MV Commission was not aware of the requirement when he brought it to their attention. The two additional spaces required a few revisions to the site plan and building design. When he approached the MV Commission with the information, he noticed that the Board of Appeals and Building department were operating from a different plan. It also concerned him that the site was within the Flood Zone District and no one had addressed the matter until recently. This required additional revisions to the plans.

H. Lee did not understand the 'disconnect' between the MVC and the town and between the town departments on a housing project of such great importance and impact. It shocked and upset him to find that the town was not as concerned or on top of the submittal requirements reflecting the changes, especially when the project had to comply with the flood zone requirements. They were not minor in nature, and they altered the project so that it no longer resembled what the applicant had originally presented to the MV Commission or town.

H. Lee also clarified for the record that the applicant was still required to meet the design guidelines even though they applied under Chapter 40B. He thought they had to have a clearly spelled out and uniform procedure for the applicant. It would eliminate the conflicting information and confusion. It also gave the town all the information they needed to make a determination. B. Robinson noted that nothing prevented the Board from requesting additional information from the applicant, if in their opinion it was not sufficient to make a determination. They had the option of continuing the meeting until they obtained the information. It depended on the scope of the project.

It was H. Lee's opinion that the town could avoid the confusion if their review process ran concurrently with the MV Commission, so that they were all looking at the same plans and revisions. He felt C. Dias' proposal was subject to the recently adopted regulation.

D. Seidman agreed with the recommendation for a standard and uniform procedure.

C. Doble understood that the Water Street housing project underwent several revisions. The housing project was subjected to several review processes by different boards, all of whose requirements had to be met. This included the state, which made them remove the balconies and change the square footage of the building. All had an impact on the aesthetics of the building and in the allowance for public space. H. Lee mentioned that the ZBA eliminated the public space they all recommended when they required the applicant to provide two (2) parking spaces.

C. Doble agreed with H. Lee, and thought they had to improve the line of communication between the departments "so that everyone was on the same page".

D. Land Bank Advisory Committee

E. Tisbury Housing Committee

D. Seidman reported that they received a response from RKG on the RFP they advertised earlier. RKG was hired to help the town develop the entire process for the HPP, which was solely intended to produce housing. B. Robinson noted that they had more than a sufficient number of houses; the issue was that they were not affordable. He inquired if the plan was going to include "housing conversion" as an option. He did not believe that they would ever meet the state's quota for affordable housing, if they did not convert existing housing stock into affordable units.

N. Orleans thought it was important to not to look at housing as the end product. It was important to look at how it was going to fit on the island.

H. Lee agreed with B. Robinson but felt that in addition to housing conversion, they had to approach housing from a broader perspective and consider urban renewal (common spaces) and mixed use (smart growth practices).

2. Complete Streets

RE: Initiating the application process

D. Bellante-Holand reported that the application process was straightforward and simple. It was important to meet the requirements within the specified time frame, which J. Grande could initiate by placing a holder for the town on the state's website.

C. Doble recalled once they placed a holder, the Town had to solidify their commitment to the process with the submittal of a letter of intent.

D. Bellante-Holand advised the Board that there were grant funds for the planning phase of the project.

There being no further discussion, B. Robinson moved to write a letter to the town administrator asking him to initiate the grant application to the state on line, and to petition the Board of Selectmen to move forward on the application with a letter of intent. D. Bellante-Holand seconded the motion. Motion carried. 4/0/0

D. Seidman volunteered to meet with the Board of Selectmen to discuss the subject at their next meeting.

3. Tisbury Planning Board's Projects 2016/2017

A. Area Management Plans

C. Doble indicated that she has collected digital and hard copies of several studies for the town and was in the process of reviewing the information. She was hoping to find material that will help her delineate the various areas in town by distinguishing characteristics.

4. Cheryl Doble

RE: Summer Intern

C. Doble noted that Natalie Spinola was highly recommended by the Syracuse State faculty. She was due to arrive on the Vineyard this Tuesday to meet with C. Doble and MV Commission staff members P. LeClerc and C. Seidel.

C. Doble wanted to schedule a time that N. Spinola could meet with the Planning Board.
D. Seidman recommended a luncheon date with the Board, and recommended giving the Board members the opportunity to refer to their schedules so that they can agree on a date and time.

CORRESPONDENCE RECEIVED:

1. Tisbury Conservation Commission

- A. Hearing Notice – Jonathan Albert, AP 5F1.3 (extension, construction of a stone revetment)
- B. Hearing Notice – Martin & Penny Schneider, AP 16N2 (landscaping. Septic upgrade, and timber stair/platform repair)
- C. Hearing Notice – Pilot Hill Farm, AP 62A01 & 62A08 (view clearing/removal of debris, grapevine, and water lilies).

2. Tisbury Zoning Board of Appeals

- A. Hearing Notice – Carol White, AP 07A06 (guesthouse)
- B. Hearing Notice – Island Dove Miniature Golf, Inc., AP 22A13.1 (Outside storage of boats)
- C. Hearing Notice – Joseph Fisher, AP 31B12 (demolition & rebuild of a dwelling/modification of the height restriction)
- D. Hearing Notice – Kenneth Bailey, AP 26D34.2 (accessory apartment)
- E. Hearing Notice – Jacqueline Foster, AP 07F23 (food service outside an enclosed building)
- F. Special Permit #2248 - John & Carol Ritter (Expansion of structure)
- G. Special Permit # 2251 – Brett Benway, (accessory apartment)
- H. Special Permit # 2252 – Sharon Strimling Florio (expansion of pre-existing, non-conforming structure)
- I. Special Permit# 2253 – Darryl & Dawnia Willis (expansion of pre-existing, non-conforming structure)

3. Melinda Loberg. Selectmen

RE: Workshop on Community Rating System – June 2, 2016 (WHOI)

4. Jay Grande, Town Administrator

RE: Community Preservation Committee Application Workshop (May 12, 2016)

5. Oak Bluffs Planning Board

RE: Public Hearing Notice – Island Inn Condominium Trust

6. Jo-Ann Taylor, MV Commission

RE: Hazard Mitigation Grant Round (75% FEMA Funding)

7. MV Commission

- A. 29 April 2016 Extended Schedule
- B. 05 May 2016 Meeting Agenda

PRO FORM

Meeting opened, conducted and closed in due form at
8:25P.M. (m/s/c 4/0/0)
Respectfully submitted;

Patricia V. Harris, Secretary

APPROVAL: Approved and accepted as official minutes;

Date

Daniel Seidman
Chairman