

3225 MAIN STREET • P.O. BOX 226
BARNSTABLE, MASSACHUSETTS 02630



CAPE COD
COMMISSION

(508) 362-3828 • Fax (508) 362-3136 • www.capecodcommission.org

Minutes

Meeting

Cape Cod Commission

Innovation Room/Open Cape Building • Barnstable County Complex
3195 Main Street, Barnstable, MA 02630

September 6, 2018

The meeting was convened at 3:00 p.m., and the Roll Call was recorded as follows:

Town	Member	Present
Barnstable	Fred Chirigotis	Present
Bourne	Richard Conron	Present
Brewster	Elizabeth Taylor	Present
Chatham	Michael Skelley	Present
Dennis	Richard Roy	Present
Eastham	Joy Brookshire	Present
Falmouth	Charles McCaffrey	Present
Harwich	Jacqueline Etsten	Absent
Mashpee	Ernest Virgilio	Present
Orleans	Len Short	Present
Provincetown	Cheryl Andrews	Absent
Sandwich	Harold Mitchell	Present
Truro	Kevin Grunwald	Present
Wellfleet	Roger Putnam	Present
Yarmouth	John McCormack, Jr.	Present
County Commissioner	Mary Pat Flynn	Absent
Minority Representative	John Harris	Present
Native American Rep.	David Weeden	Present
Governor's Appointee	Michael Maxim	Present

The Cape Cod Commission Meeting was called to order on Thursday, September 6, 2018 at 3:00 p.m. in the Innovation Room/Open Cape Building, Barnstable County Complex, 3195 Main Street, Barnstable, MA. Roll was called and a quorum was established.

SUMMARY OF ACTIONS TAKEN/VOTES:

- **Approval of Minutes:** The minutes of the June 28, 2018 Cape Cod Commission member workshop were approved. The minutes of the July 12, 2018 Cape Cod Commission meeting were approved with one (1) member abstention (Kevin Grunwald).

■ MINUTES

The minutes of the June 28, 2018 Cape Cod Commission member workshop were reviewed. Roger Putnam moved to approve the minutes. Kevin Grunwald seconded the motion and a vote called on the motion passed unanimously.

The minutes of the July 12, 2018 Cape Cod Commission meeting were reviewed. Jack McCormack moved to approve the minutes. Roger Putnam seconded the motion and a vote called on the motion passed with one (1) abstention (Kevin Grunwald).

■ Executive Director's Report

Executive Director Kristy Senatori stated that there were two staff employment positions currently open and posted (transportation planner and GIS analyst). She also advised that the County had released a new form that the Commission members should use for any reimbursements. She said that Commission staff had issued a 208 consistency determination for Sandwich's comprehensive water resources management plan. She spoke about a \$75,000 economic development grant awarded by UMass- Dartmouth and SERPED to the Commission to study and promote the marine sciences industry on Cape Cod. She attended the groundbreaking of the Buzzards Bay wastewater treatment facility in downtown Buzzards Bay with Lt. Governor Polito. She also participated in a round-table on community compact grants and municipal financial transparency. She will be the keynote speaker for a meeting of Cape Cod's League of Women Voters. She is almost done visiting all the Boards of Selectmen on the Cape, which began when she was appointed executive director. She has been asked to be a founding member of the Barnstable Land Trust's leadership council. She said that she will be attending APCC's 50th annual meeting in Dennis on behalf of the Commission.

She overviewed the recent One Cape Conference. She noted that a handout of highlights from the conference had been distributed to the members for the afternoon's meeting: about 300 people attended over the two days; she has heard very positive feedback; she is already looking forward to planning for next year's conference.

She concluded with saying that the Commission's September 20th meeting will be in a workshop format, and on the 20th immediately prior to the meeting, the Commission members will be distributed new tablet computers.

■ 2018 Regional Policy Plan

Harold Mitchell read the meeting notice for the draft 2018 Regional Policy Plan (RPP) agenda item. He then announced that Commission staff would present an overview of the draft RPP, Commission members should review the draft over the next two weeks, and that the members could ask questions about the draft at the September 20th Commission meeting.

Ms. Senatori presented the draft RPP overview with the use of PowerPoint slides. She acknowledged the members of the internal staff RPP team who have been tasked with overseeing preparation of the draft. She agreed with Mr. Mitchell that the September 20th date would allow the Commission time to review the draft and formulate questions. She added that completion of the 2018 RPP is a priority of hers as the Commission's executive director.

She said that there has been a lot of input from a wide variety of staff on the draft to date. The internal staff RPP team reviewed over 1,000 comments from staff.

Ms. Senatori reviewed the main components of the plan. She said that it is goals- based, and that DRI projects would be measured against the goals and objectives laid out in the plan, as further detailed in a separate technical guidance document being drafted by staff; unlike prior RPPs, the current draft does not include minimum performance standards. She said that other parts of the plan focus on encouraging and supporting Local Comprehensive Planning by towns, regional capital planning, and the establishment of regional performance measures to gauge whether the goals, objectives, policies and actions set out in the plan have been effective. She then reviewed the plan's table of contents and constituent sections, with emphasis on particular sections.

She said that Section 1 focuses on balancing infrastructure, economic progress and resource protection in the region, which reflects the fundamental purposes set out in the Commission Act. She discussed the homeowner surveys, stakeholder meetings, public hearings, and subcommittee review process that have led to the current draft. She said that the draft will be released for public comment after the Commission's meeting on September 20th, and that there will be sub-regional hearings on the draft during the comment period.

Section 2 focuses on directing development growth to designated activity centers (some of which are established in the draft). She also discussed the systems approach to classifying resources and resource impacts. The systems identified in the plan are built, natural and community systems.

Section 5 sets out key challenges for the region. She discussed forest cover loss and excess nitrogen loading to embayments, which the plan generally associates with the aggregate effects of new individual, single family homes. She discussed coastal hazard planning, vulnerable historic assets, and the expense of housing and lack of housing options, noting the disparity between housing prices and area median wages.

Section 6 is the section specifically setting out and discussing regional goals and objectives, which are the backbone of the plan and on which regulatory reviews will be based. These goals and objectives tie directly to Section 1 of the Commission Act and are associated with the three systems referenced in the draft.

Section 7 discusses coordination between regional and local planning, and references many of the regional plans developed to support the region generally, municipalities and private actors in the region: the Comprehensive Economic Development Strategy (CEDS); the Area-wide water quality plan update pursuant to Section 208 of the Clean Water Act; the Regional Transportation Plan; the Ocean Management Plan; and the "RESET" program in which Commission staff provides municipalities direct technical assistance for local planning efforts.

Section 8 introduces a new concept to the RPP- "Placetypes." These Placetypes characterize and distinguish areas of the Cape from one another. Placetypes will play a role in regulatory reviews, and tie into the broad regional vision and growth policy articulated in the draft. The classifications were determined by reviewing the landforms, resource types, uses, and development types and patterns present in a given area. A handful of Placetypes have been established in the draft; more may be developed in the future. Ms. Senatori discussed some of the different Placetypes including community activity centers, which were identified based on areas having a good deal of community and business activity and compact building patterns.

Section 9 deals with regional regulatory review, e.g. DRI review. She stated that Commission staff is preparing, for the Commission's further review and approval, a technical guidance document separate from the RPP to assist the Commission and applicants with more specific information about how projects might meet the goals and objectives established under the RPP, noting that the RPP no longer contains the specificity formerly contained in the minimum performance standards. This change is intended to better align with the fundamental purposes outlined in the Commission Act, including the inherent balance between development, economic progress and resource protection outlined in the Commission Act, and allow for a higher order, 'systems' level review of regional impacts that might be associated with any given project.

Section 10 introduces another new concept to the RPP- regional performance measures. The internal RPP staff team developed 9 priority measures in the current draft from about 100 initially conceived. The line of thinking is to focus on priority measures rather than spreading staff efforts thin with too many measures to consider, especially where later amendments or updates to the RPP can incorporate the measures considered to be of greatest importance at that time.

The measures tie into goals and actions outlined in the plan and will be reviewed and tracked by staff to determine the relative success of the goals and actions identified.

Section 11 contains recommended actions for the successive short term (i.e. approximately 5 year) planning period. These actions include things that were not specifically addressed in the draft but should be addressed in RPP amendments or updates or by other Commission actions. Recommended actions in the draft include amending and streamlining the process for adopting local comprehensive plans, reviewing and amending DRI thresholds in light of established Placetypes, and developing a regional capital plan.

Ms. Senatori concluded by advising the members to familiarize themselves with the draft and bring any questions on the draft to the September 20th meeting for discussion and response by staff.

Commission Chair Mr. Mitchell asked his fellow members to hold their questions on the draft until the September 20th meeting. He stressed the importance of the members close review of the draft before developing questions, especially given the novelty of the draft vs. prior RPPs, and his role on the RPP subcommittee that has been discussing the reviewing the draft for at least a month. He felt that the next two weeks prior to the September 20th meeting should provide sufficient time for the members to review the draft and develop questions informed by close review of the draft.

Elizabeth Taylor asked when a draft of the technical guidance document might be provided to the Commission members.

Ms. Senatori noted that the document will likely be provided to the Commission members in draft sections, and that there may be a few draft sections available to members for October meetings.

Ms. Taylor also asked whether draft local comprehensive plan regulations might be released relative to preparation of the technical guidance document. The Commission Chief Planner Sharon Rooney responded that that is possible.

Mr. Mitchell re-stated that the draft RPP will be released for public comment after the Commission's September 20th meeting.

■ **NEW BUSINESS:** *Topics not reasonably anticipated by the Chair more than 48 hours before the meeting.*
No new business was taken up.

A motion was made to adjourn at 4:00 p.m. The motion was seconded and voted unanimously.

List of Documents Used/Presented at the September 6, 2018 Commission Meeting

- September 6, 2018 Cape Cod Commission Meeting Agenda.
- Draft Minutes of the June 28, 2018 Cape Cod Commission member workshop.
- Draft Minutes of the July 12, 2018 Cape Cod Commission meeting.
- Draft 2018 Regional Policy Plan.
- PowerPoint slide presentation on the 2018 Regional Policy Plan.

