

Town of Sandwich
THE OLDEST TOWN ON CAPE COD



Planning Board

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MINUTES
June 7, 2022

TOWN CLERK
TOWN OF SANDWICH

JUN 22 2022

1 H 25 M P M
RECEIVED & RECORDED

7:00 p.m.

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

Present: Robert King, Paul Coteus, Mark Callahan, Melissa Dugan and Philip Rodriguez

Absent: Jeffrey Picard, Chair; and Jennifer Reisig, Vice Chair

Also Present: Ralph Vitacco, Director, Planning & Development; Leanne Drake, Town Planner; and Maureen McCabe, Sr. Administrative Assistant

Absent: Craig Geddis, Tree Warden; and Sam Jensen, Assistant Town Engineer

Mr. King opens the meeting with the reading of the Opening Statement. He states that two members are not in attendance tonight and that he will serve as the Chair. The Pledge of Allegiance is recited.

Board Reorganization

Mr. King explains the process of Board reorganization. Mr. Callahan motions that the Board's organization remain the same for the next year. Mr. Coteus seconds. The vote is unanimous.

Approval of Minutes

Mr. Callahan motions to accept the minutes from the meeting held May 17, 2022. Mr. Coteus seconds. The vote is unanimous.

Submission of New Plans

There are no new plans submitted.

Old Business

There is no Old Business to discuss.

New Business

- **3 River Street – Scenic Road Permit – Whittemore**

Mr. King reads the Public Hearing Notice into the record. Mr. Callahan motions to open the Public Hearing. Mr. Coteus seconds. The vote is unanimous. Mr. King reads the following comment memos into the record:

- Email to Maureen McCabe from Craig Geddis, Tree Warden re: Request for Comment: 3 River Street – Scenic Road Permit, dated June 1, 2022
- Memo to Jeffrey R. Picard, Chairperson, Planning Board from David J. DeConto, Director of Natural Resources re: Conservation Commission comments on 3 River Street – Scenic Road Permit- Whittemore, dated May 23, 2022
- Email to Maureen McCabe from Sam Jensen, Assistant Town Engineer re: Request for Comment: 3 River Street – Scenic Road Permit, dated May 31, 2022

Mr. Ed Whittemore introduces himself. He explains that he would like to remove four Arborvitae trees. Mr. Whittemore says that he checked with the Tree Warden who explained if they are less than 11'6" from the road, he needs permission to remove them. Three of the four are; the fourth is further back from that but as an abundance of caution he chose to come before the Board for permission to take them down. They will be replaced with Dogwood trees as they go forward with an addition. Mr. Whittemore says that he and his wife would like to restore the property and make Mill Creek and the area around it in good visual shape. Mr. Coteus asks for clarification regarding the fourth Arborvitae, which appears not to be within the Board's purview. Mr. Whittemore explains his rationale. Mr. Vitacco states that it appeared the branches encroached onto the Town layout but that does not mean it falls under the Scenic Road By-Law. He goes on to say that not every road layout is the same; it depends on the road. Mr. Whittemore agrees that he is going to plant five Dogwood trees or similar species as well as provide payment for three trees to the Tree Warden. There are no further questions from the Board. Mr. King opens the matter up to the public for comment. There is none. Mr. Callahan motions to close the Public Hearing. Mr. Coteus seconds. The vote is unanimous.

Deliberations

- **3 River Street – Scenic Road Permit – Whittemore**

The Board reviews and discusses the Scenic Road Permit application for 3 River Street. The Board unanimously approves the Scenic Road Permit. The Decision, Findings and Conditions are on file in the Planning & Development office.

Board Discussion

- **Planning Board Procedural Rules and Regulations**

Mr. Vitacco explains that this document will be amended to indicate that reorganization will take place on an annual basis per the Town Clerk.

- Request for Comment: #22-13: 337 Phillips Road – Special Permit – MJG Nominee Trust, Mary Jo Gagnon, Trustee

Mr. Vitacco provides an overview. The Board reviews and discusses this request from the Board of Appeals. They decide not to forward a comment to the Board of Appeals.

Other Matters Not Reasonably Anticipated

- There are no other matters to discuss.

Adjournment

Mr. Callahan motions to adjourn. Mr. Coteus seconds. The vote is unanimous. The meeting adjourns at 6:21 p.m.

Respectfully submitted,



Maureen McCabe

Supporting Documents:

1. May 17, 2022 Draft Minutes (7 pages)
2. 3 River Street Public Hearing Notice (1 page)
3. 3 River Street Scenic Road application (6 pages)
4. Email to Maureen McCabe from Craig Geddis, Tree Warden re: Request for Comment: 3 River Street – Scenic Road Permit, dated June 1, 2022 (1 page)
5. Email to Maureen McCabe from Sam Jensen, Assistant Town Engineer re: Request for Comment: 3 River Street – Scenic Road Permit, dated May 31, 2022 (1 page)
6. Memo to Jeffrey R. Picard, Chairperson, Planning Board from David J. DeConto, Director of Natural Resources re: Conservation Commission comments on 3 River Street – Scenic Road Permit- Whittemore, dated May 23, 2022 (1 page)
7. 337 Phillips Road Special Permit application (7 pages)
8. Planning Board Procedural Rules and Regulations (7 pages)