



OAK BLUFFS PLANNING BOARD

Meeting Minutes

THURSDAY, May 11, 2023

5:00 p.m. | Virtual Zoom Meeting

Members in Attendance: Ewell Hopkins, JoJo Lambert, Mark Crossland, Sean DeBettencourt, Erik Albert

Members Absent: None

Staff in Attendance: Jessica Downey

Attendees: Sally Dagnall, Seth Charter, Ed Charter, Kris Chvatal, Charles Gilstead, Susan Desmarais, Maureen MacDonald, Patricia Ingalls, Richard Toole, Joe Mikos, Dawn McKenna, Ashley Khattach, Peter Palches, Richie Smith, Franklin Redd, Audrey _____.

Chair Hopkins opened the meeting at 5:03 p.m. A quorum was present.

Approval of Minutes

Member DeBettencourt made a motion to approve the minutes from the April 27, 2023 meeting. Member Crossland seconded the motion. A roll call vote was taken and the motion passed 5-0.

Application for Endorsement of Plan Believed NOT to Require Approval

Applicant: Edward Charter, Trustee of The Good Dog Trust

Location & Description of Property: 52 Eastville Avenue, Assessor Parcel 7-119

Charles Gilstead appeared on behalf of Applicant Mr. Charter and the Good Dog Trust. Mr. Gilstead stated that the Applicant is proposing to divide the subject property into two lots, with adequate area for zoning and frontage on two public roads. Mr. Gilstead pointed out an access point to be preserved on Eastville Ave for the property fronting on County Road. As such, there are two driveways for each lot. He stated that the lots both meet the R1 zoning requirements of 10,000 square feet per lot and each lot has plenty of frontage. Mr. Gilstead stated that both lots are conforming. He further stated that the width of the access on Eastville Ave. is twelve feet. A discussion followed regarding the location and the previous house that was situated on the property.

The Chairperson recognized that both lots 1A and 1B have access to a public way and meet frontage requirements. He then inquired as to whether the Board had any objection to endorsing the application. Hearing none, the Chairperson declared endorsement of the ANR and reminded the Applicant and the public that anything else to be done on the property would be subject to another round of permitting and approval. This endorsement is merely an indication that the division of this property does not require a full subdivision site plan control requirement.

MVCMA Site Plan Approval Extension

The Chairperson clarified that the Board approved the Site Plan Review last year, with some conditions that have not yet been met. He further stated that if the Board does not approve an extension, the approval will soon expire and the MVCMA would have to start the process over again. The Chairperson proposed that the extension be granted for another six months. Member Crossland stated that he had no objection. The Chairperson then inquired as to whether there were any objections by the Board. Hearing none, the extension was approved for another six months.

Ashley Khattach appeared on behalf of the MVCMA. The Chairperson indicated that the Board would not take any testimony today, but that the MVCMA would receive a letter extending the Site Plan Review Approval.

Subcommittee Positions

The Chairperson indicated that there are multiple subcommittee positions to be filled, ideally by Board Members. However, if there is a lack of interest in a particular position, that it would be opened to members of the public. The Chairperson read each open subcommittee position, and the current Member assigned to the position gave a brief description of the substance of the position and the time commitment involved. The Chairperson then inquired as to whether the current assigned member wished to continue. The results were as follows:

Subcommittee	Board Member Assigned	Remain	Resign	Interested Member(s)
Affordable Housing Committee	Crossland	X		
Capital Program Committee	Crossland		X	NONE - ADVERTISE

Community Preservation Committee	NONE			NONE – ADVERTISE
Copeland Plan Review Committee	Albert	X		
Cottage City Historic District Commission	Lambert		X	NONE - ADVERTISE
Land Bank Advisory Committee	Albert	X		
Roads and Byways Committee	Albert	X		
Sign Review Committee	Lambert	X		
Zoning Reform Subcommittee	Crossland Lambert	X		Hopkins Lambert DeBettencourt Crossland
Housing Committee - MVC	NONE			DeBettencourt Crossland

The Chairperson inquired as to whether members of the public had expressed interest in the various subcommittees. A discussion followed regarding interest received. The Chairperson confirmed that positions on the following subcommittees would be advertised in the press, on social media, and on the Planning Board website as open: Capital Program Committee, Community Preservation Committee, and Cottage City Historic District Commission.

The Chairperson expressed hope that the Zoning Reform Subcommittee would have a fixed number of members by July and would be ready to start work.

Susan Desmarais inquired as to the qualification process for those who have applied to be on subcommittees. The Chairperson stated that he is looking forward to a cross section of the community participating, and that there is no vetting process, per se.

Kris Chvatal inquired as to whether the subcommittee seats were expected to be allocated to other boards. The Chairperson stated that this is not a call to be made by the Planning Board – instead, it will be a determination to be made by the individual subcommittees.

They will build out the total number of individuals and what roles should be represented. The subcommittees would then be responsible for bringing a recommendation back to the Planning Board, and the Board would either ratify or not and submit as a Town warrant.

Patricia Ingalls expressed her interest in serving on a subcommittee.

Street/Road Re-Naming

The Chairperson proposed a new procedure outline for re-naming a street in Oak Bluffs. He stated that the application and process was intended to consider the needs of the community and of the first responders who would be affected by the outcome of a proposed name change.

Member DeBettencourt inquired as to how often this issue arises, and the Chairperson confirmed that it is rare; the Planning Board has not encountered such an application during his tenure. However, the issue of road name confusion does exist and this process would seek to resolve confusion for the public as well as first responders.

The Board concluded that further review of the proposed process and discussion of the implications would be necessary before approving any rule or application. The Board agreed to take the issue under advisement and return with informed opinions and feedback at a subsequent meeting.

The Chairperson stated his intent to convene in executive session, and not to return to regular session. As such, he wanted to be sure to address any public comment. Hearing none, he asked for any Board updates.

Board Updates

Member Crossland announced an opportunity for a \$50,000-\$100,000 zoning grant. The application is due by June 2, 2023 so he asked that consideration be put on the Agenda for the next meeting, and the detailed document regarding the grant opportunity be distributed to the Board.

Member Lambert offered an update on the Cottage City and the construction being done on 25 Ocean Ave.

Executive Session

Executive session re: MVRHSD v. Oak Bluffs Planning Board and the Town of Oak Bluffs, Land Court, No. 22 MISC 000294. Pursuant to G. L. c. 30A, § 21(a)(3) to discuss strategy regarding the noted pending litigation, if the Chair declares that an open meeting may have a detrimental effect on the Board's litigating position.

The regular meeting was adjourned at 6:04 p.m., with Executive Session to commence at or around 6:15 p.m.

Minutes approved May 25, 2023

Documents on File:

Agenda; Board Packet; Zoom Video