



# Town of Barnstable Planning Board



[www.town.barnstable.ma.us/PlanningBoard](http://www.town.barnstable.ma.us/PlanningBoard)

Board Members

Steven Costello – Chair    Stephen Robichaud – Vice Chair    Mary Barry - Clerk    Jeffrey Swartz    Robert Twiss

Mathew Levesque – Town Council Liaison

Planning & Development Dept. Staff Support

Elizabeth Jenkins, AICP, Director

Kaitlyn Maldonado, Assistant Director

Karen Herrand – Principal Assistant - [karen.herrand@town.barnstable.ma.us](mailto:karen.herrand@town.barnstable.ma.us)

BARNSTABLE TOWN CLERK  
2021 JUL 20 PM 3:21

**Town of Barnstable  
PLANNING BOARD  
Minutes  
July 12, 2021**

Steven Costello – Chairman	Present
Stephen Robichaud – Vice Chairman	Present
Marry Barry – Clerk	Present
Jeffrey Swartz	Absent
Robert Twiss	Present

*Also in attendance via remote participation were Kaitlyn Maldonado, Assistant Director, and Karen Herrand, Principal Assistant, Planning & Development Dept.*

The Planning Board’s Public Hearing will be held at 7:00 p.m. by remote participation methods.

Alternative public access to this meeting shall be provided in the following manner:

1. The meeting will be televised via Channel 18 and may be viewed via the Channel 18 website at <http://streaming85.townofbarnstable.us/CablecastPublicSite/>
2. Real-time access to the Planning Board meeting is available utilizing the Zoom link or telephone number and Meeting ID provided below. Public comment can be addressed to the Planning Board by utilizing the Zoom link or telephone number and Meeting ID provided below:

Link: <https://zoom.us/j/96102063137>

Phone: 888 475 4499 US Toll-free

Meeting ID: 961 0206 3137

3. Applicants, their representatives and individuals required or entitled to appear before the Planning Board may appear remotely and are not permitted to be physically present at the meeting, and may participate through the link or telephone number provided above. Documentary exhibits and/or visual presentations should be submitted in advance of the meeting so that they may be displayed for remote public access viewing.

Application materials may be accessed by contacting [Karen.herrand@town.barnstable.ma.us](mailto:Karen.herrand@town.barnstable.ma.us) or calling 508-862-4064.

**Call to Order:** Introduction of Board Members and Staff Members

**Attendance Roll Call:**

**Bob Twiss**  
**Mary Barry**  
**Stephen Robichaud**  
**Steven Costello**

**Notice of Recording:** This meeting is being recorded and broadcast on Channel 18 and in accordance with MGL Chapter 30A §20. The Chair must inquire whether anyone else is taping this meeting and to please make their presence known.

**Public Comment**

**Chair Steven Costello opens up for public comment. None.**

**Approval Not Required Plans**

An Approval Not Required plan has been submitted by John Demarest of Demerast Land Surveying for Edward and Debbie Crowell of 350 Plum Street, West Barnstable, MA, plan entitled "Plan of Land in West Barnstable, MA shown as Lot 1B on Plan Book 483 Page 99" dated June 28, 2021 proposed to divide the existing lot into two lots.

Chair Steven Costello confirms that a unanimous vote is required tonight for the ANR applications, since only 4 members are in attendance.

John Demarest in attendance, representing Debbi Crowell. Lot with 3.4 acres in protective Aquifer Protection (AP) District, into two acre parcels, one lot to maintain existing house and vacant has adequate frontage.

**Chair Steven Costello entertains a motion to approve/endorse, moved by Mary Barry to endorse the land division plan entitled "Plan of Land in West Barnstable, MA shown as Lot 1B on Plan Book 483 Page 99" prepared and stamped by John Z. Demarest JR., P.L.S. of Demarest Land Surveying dated June 28, 2021, and revised on July 9, 2021 as an Approval Not Required Plan, seconded by Bob Twiss,**

**Roll Call Vote:**

**Steven Robichaud - aye**  
**Mary Barry - aye**  
**Bob Twiss - aye**  
**Steven Costello - aye**

An Approval Not Required plan has been submitted by Down Cape Engineering, Inc. for Donald J. MacKinnon, Trustee, MCCM Realty Trust & Matthew J. MacKinnon, Trustee, 33 Oyster Place Realty Trust, plan entitled "Plan of Land of 910 Main Street & 33 Oyster Place Road Cotuit, MA" prepared for Donald J. MacKinnon & Matthew J. MacKinnon dated April 29, 2021 proposed to adjust the lot lines to exchange land between the two lots for conveyance purposes only.

Dan Ojala of Downcape Engineering, Inc. in attendance, representing the Applicant. Parcels for conveyance purposes, have Zoning Board of Appeals (ZBA) approval/Appeal No. 2129. In Resource Protection (RP) overlay 2 acre district. Septic for 33 above the coastal bank, sliver from 910 and Lot B needed a bit more waterfront than had before. Upland for some semi valuable beach area. This is a swap. Frontage remains the same. Will merge together so no internal lot lines, B will merge with 910 – for conveyance.

Chair Steven Costello entertains a motion to endorse, moved by Stephen Robichaud to endorse the land division plan entitled "Plan of Land of 910 Main Street & 33 Oyster Place Road Cotuit, MA" prepared and stamped by Dan A. Ojala, P.L.S. of Down Cape Engineering, Inc. dated April 29, 2021, as an Approval Not Required Plan, seconded by Mary Barry,

**Roll Call Vote:**

Steven Costello - aye

Stephen Robichaud - aye

Mary Barry - aye

Bob Twiss - aye

**Matters Not Reasonably Anticipated by the Chair**

**Correspondence**

Notification of Chapter 91 – 573 Santuit Rd., Cotuit – Sexton – maintain a timber boardwalk, pier

Notification of Chapter 91 – 209 Bay Street, Osterville – maintain boardwalk, pier

**Approval of Minutes**

June 28, 2021, draft minutes

Chair Steven Costello entertains a motion to approve the draft minutes of June 28, 2021, moved by Bob Twiss, seconded by Mary Barry,

**Roll Call Vote:**

Steven Costello - aye

Stephen Robichaud - aye

Mary Barry - aye

Bob Twiss - aye

**Future Meetings:** July 26, and August 9, 2021, @ 7:00 p.m.

**Adjournment**

Chair Steven Costello would like to say thank you to Patrick Foran for his services to the Planning Board. He has resigned. We wish him well. There will be a notification posting the opening from the Appointments Committee.

Chair Steven Costello entertains a motion to adjourn, moved by Stephen Robichaud, seconded by Mary Barry,

**Roll Call Vote:**

Steven Costello - aye

Stephen Robichaud - aye

Mary Barry - aye

Bob Twiss - aye

The meeting adjourned at 7:15 p.m.

Respectfully Submitted

Karen Herrand, Principal Assistant, Planning & Development

Further detail may be obtained by viewing the video via Channel 18 on demand at  
<http://www.town.barnstable.ma.us>