



Select Board

Public Notice

Cape Cod Commission

Provincetown Representative – call for nominees

The Provincetown Select Board is seeking applicants for nomination as the Town of Provincetown's representative to the Cape Cod Commission. The Cape Cod Commission was created in 1990 by an Act of the Massachusetts General Court to protect the region's unique natural, coastal, historical, cultural, and other values. All members are citizen volunteers who receive and evaluate information from the agency's professional staff, consider policies to guide the agency's activities, and make regulatory decisions about development proposals under the agency's jurisdiction. The board generally meets every other Thursday afternoon in Barnstable.

Cape Cod Commission members serve in several different roles.

1. They are representatives of and liaisons to the 15 Cape Towns and Barnstable County residents
2. They are regional policy makers in issue areas such as land use, transportation, and affordable housing.
3. They are quasi-judicial board members regulating development proposals.

Applications can be obtained [online](#).

*David Abramson
Chair, Select Board*

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Roles and Responsibilities of Cape Cod Commission Members

The Cape Cod Commission was created in 1990 by an Act of the Massachusetts General Court and confirmed by a majority of Barnstable County voters to protect the region's unique natural, coastal, historical, cultural, and other values.

The Commission functions as a department of Barnstable County, but is funded separately through the Cape Cod Environmental Protection Fund and other sources. Its work is divided into three major areas: **planning, technical assistance, and regulation**. The Cape Cod Regional Policy Plan, adopted as an ordinance of Barnstable County, sets the goals, priorities, and performance standards used in its regulatory work.

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■ Commission Activities

Among other areas, technical assistance is provided to Cape communities on:

- Land use planning
- Transportation
- Economic development
- Water quality and supply
- Solid and hazardous waste management
- Affordable housing
- Land protection

Commission planners and technical staff have expertise in a wide variety of areas, such as landscape architecture, land use planning, economic development, affordable housing, historic preservation, wetland and wildlife resources, water resources, coastal resources, waste management, transportation planning, and geographic information and mapping.

■ Commission Makeup

The Cape Cod Commission is made up of 19 appointed members, including representatives from each of Barnstable County's 15 towns; one County Commissioner, one Native American, one Minority Representative, and a Governor's appointee. All members are citizen volunteers who receive and evaluate information from the agency's professional staff, consider policies to guide the agency's activities, and make regulatory decisions about development proposals under the agency's jurisdiction.

■ Meetings of the Commission Board and Standing Committees

The full 19-member Cape Cod Commission board generally meets every other Thursday afternoon in the First District Courthouse of the Barnstable County Complex (off Route 6A) in Barnstable. Meetings last about two hours.

Commission members may also be asked by the board's chair (elected by the members annually) to serve on a standing committee. Participation is voluntary on the Committee on Planning and Regulations. The Executive Committee's includes the Chair, Vice Chair, Secretary, and Pre-



vious Past Chair. Standing committees generally meet in the Commission office to discuss issues prior to meetings of the full Commission.

■ Regulatory Responsibilities

Commission members are expected to serve on regulatory subcommittees to review specific Development of Regional Impact (DRI) proposals. Members rely on the technical expertise of the agency's staff – a diverse group of professionals who gather and interpret data and advise on project consistency with the Regional Policy Plan's standards to make decisions. The evaluation of data and benefits and detriments of a project are vested in Commission members. In this way, members serve as "quasi-judicial" officials.

DRI subcommittees review written applications, materials, and reports; conduct required public hearings; and hold public meetings to discuss issues and concerns and to formulate their recommendations about the DRI decisions to be voted on by the full membership of the Cape Cod Commission.

Depending on the nature and complexity of a development proposal, regulatory subcommittee work can require a significant commitment of time. Meetings may take place during the day and in the evening. Whenever possible, the first hearing is held in the town where the project is proposed. Other hearings and meetings may also be held there or in Barnstable. Preparation for and travel to meetings add to the time commitment.

■ Community Responsibilities

Commission members also serve as liaisons with their towns. Making periodic reports about Commission activities to the Board of Selectmen (or the Town Council, in the case of Barnstable) is an important duty. Within the limits defined by the state Open Meeting Law and the agency's own Public Relations Policy and the Communications Policy for Cape Cod Commission Members, members should make themselves available to answer questions and provide information about Commission activities.

■ Regional Advisory Responsibilities



Commission members are an advisory board responsible for guiding many of the agency's policies and initiatives. Members may also be appointed to represent the agency on special committees or other boards. Most importantly, members help the agency fulfill its mission and uphold the Cape Cod Commission Act and ordinances adopted by Barnstable County.

■ Communication Rules for Commission Members

Cape Cod Commission members serve in several different roles:

1. They are representatives of and liaisons to the 15 Cape towns and Barnstable County residents.
2. They are regional policy makers in issue areas such as land use, transportation and affordable housing.
3. They are quasi-judicial board members regulating development proposals.

In the first two roles, members are encouraged to communicate freely and regularly with local and county officials and the general public. In the third role, however, Commission members are more limited in when and how they may communicate.

Members of Development of Regional Impact subcommittees and the full Commission serve in quasi-judicial roles during project review and the DRI appeal period.

Each member must confine his or her review to the oral and written information received during the public hearing process.

Cape Cod Commission members have adopted and follow written policies governing their communications. The primary policies are the **Communications Policy for Cape Cod Commission Members** (approved June 12, 2008), and the **Cape Cod Commission Public Relations Policy** (approved July 9, 2007).



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