

PLANNING BOARD  
Meeting Minutes  
Monday, January 6, 2014  
Judge Welsh Room  
6:30 p.m.

**Members Present:** Dorothy Palanza, Marianne Clements Grace Ryder-O'Malley and Brandon Quesnell.

**Members Absent:** Mark Weinress (excused) and John Golden (excused).

**Staff:** Gloria McPherson, Town Planner.

Dorothy Palanza called the meeting to order at 6:30 P.M.

**Meeting Agenda:**

**Public Comments:**

None.

**Case #FY14-08 Site Plan Review:**

Application by **Elizabeth Athineos** under the Zoning By-Laws Article 4, Section 4015, Site Plan Review with Special Permit. The applicant seeks approval to operate a bicycle rental at the property located at **63 Shank Painter Road, Provincetown, MA (GC Zone)**.

Elizabeth Athineos presented the application. She seeks to showcase 200 bikes, most of which will be outside on a ground-level patio in order to allow more room in the bicycle rental store to be located in the building. A walkway and four parking spaces will be delineated on the property. Planters will be used to demarcate the driveway and parking area. The driveway is a combination of gravel and shells. Rope-connected posts will indicate where the walkway is located. There are existing broken outdoor lighting fixtures under the eaves of the building, which will be repaired. These shine downward to the ground without any spill over. Ms. Athineos' intention is to improve the landscaping on the property by getting rid of the profusion of weeds. Pieces of wood will be used to define the parking spaces. The patio will be wooden and palletized. There is parking available on the property next door if patrons want to leave cars while renting a bicycle. There is parking for employees in the back of the building.

The Board questioned Ms. Athineos about the site plan. There was a concern about the edge of the patio abutting against the top of a slope that descends downward to a pond-like feature. The Board had several suggestions after discussing the project. The first was that the patio end where the walkway ends. The second was that Ms. Athineos clearly delineate the location of the entrance at the street with planters and indicate that on a revised site plan. That will stop patrons from just pulling off the road and parking in the right-of-way. The third was that Ms. Athineos consider planting street trees, or areas of grass, or place planters abutting the street to delineate the entrance to the property. The fourth was that the walkway be made of wood pallets, similar to the patio, in order to differentiate it from the parking area. The Board discussed with Ms. Athineos what kind of plantings to use at the entrance to the property. The consensus of the Board was that native, non-invasive, shade street trees, with a 2" caliper, would work the best.

The trees should be planted on each side of the driveway to delineate its location. The walkway should be wood or other material instead of shells and gravel. The Board set out the Special Permit conditions and requested that they be shown on the revised site plan that Ms. Athineos will submit. Any additional lighting will have to be approved by the Board before installation. Additional lighting details can be drawn on the site plan by hand.

***There was a motion by Grace Ryder-O'Malley to approve the Special Permit for Case #FY14-08 under Article 4, Section 4015 of the Zoning By-Laws to operate a bicycle rental at the property located at 63 Shank Painter Road (GC) with the following conditions:***

- *the proposed parking area shall be shell and/or gravel;*
  - *wood dividers shall be used to delineate parking spaces;*
  - *the walkway shall be either wood or pervious brick set in sand;*
  - *the patio shall be made of palletized wood or pervious brick and be located only on north side of the walkway;*
  - *four non-invasive, native, shade street trees with a 2" caliper shall delineate the driveway, two on each side, 40' apart in beds of mulch or a native evergreen groundcover;*
  - *employee parking shall be located in the rear of the building and delineated on the site plan;*
  - *existing recessed lighting located under the eaves of the building shall be repaired, and be full cut-off; and*
  - *any added site lighting shall be full cut-off and only installed with the approval of the Planning Board after being provided with specification sheets of the fixtures*
- The motion was seconded by Marianne Clements. VOTE 4-0-0.*

**Minutes of previous meeting:**

Minutes will be approved at the next meeting.

**Any other business that shall properly come before the Board:**

The Board discussed the 2014 PB schedule. It was agreed that the first meeting of the month will be reserved for Public Hearings and the second hearing of the month will be reserved for Work Sessions. The meetings on Thursday will start in February.

***There was a motion by Marianne Clements to approve the 2014 PB schedule, Brandon Quesnell seconded and it was so voted, 4-0-0.***

A conflict of interest seminar will be held in Town Hall on Wednesday morning.

Ms. Ryder-O'Malley mentioned a notice for a meeting of the Cape Cod Commission's Section 208 Area-wide Water Quality Management Plan. Ms. McPherson stated that she, Brian Carlson and a member from both the Board of Health and the Sewer Board attend those meetings and thought that it might be a good idea to have a member of the Planning Board attend.

The Board discussed a memo written by Ms. McPherson regarding topics for PB review. The topics were suggested by Board members at the last public hearing. The Board briefly discussed the memo.

Ms. McPherson asked to get a copy of the draft of the outdoor lighting by-law the Board had worked on. She will ask David Gardner or Maxine Notaro for a copy. She suggested getting working copies of the LCP to Board members in order to begin work on revising it.

There was a motion by Marianne Clements to adjourn the Planning Board meeting of January 6, 2014 at 7:30 P.M.

Respectfully submitted,  
Ellen C. Battaglini

Approved by \_\_\_\_\_ on \_\_\_\_\_, 2014  
Mark Weinress, Chair