



# Meeting Agenda

**The Provincetown Board of Selectmen will hold a public meeting on Monday, April 27, 2015, at 6:00 p.m. in Judge Welsh Room, Town Hall, 260 Commercial Street, Provincetown, MA 02657.**

*Consent Agenda – Approval without objection required for the following items:*

- A. *Appointment of Ryan Campbell as a Regular Member of the Planning Board with a term to expire December 31, 2016, to replace Marianne Clements who resigned.*
- B. *Appointment of James E. Woods as an Alternate Member of the Planning Board with a term to expire December 31, 2015.*

1. Public Hearings - Votes may be taken on the following items:
  - A. Curb Cut – 594 Commercial Street (Continued from January 12, 2015) – Sheila Sheehan; Kevin Bazarian.
2. Public Statements – Five minutes maximum, Selectmen do not respond to Public Statements.
3. Selectmen’s Statements – Initial comments from the Selectmen. Discussion dependent Votes may be taken.
4. Joint meeting / Presentations - Votes may be taken on the following items: *None.*
5. Appointments - Votes may be taken on the following items: *None.*
6. Requests - Votes may be taken on the following items:
  - A. New Mayflower Trolley Sightseeing Tour Route by Mike Glasfeld.
  - B. Zoning Bylaw Amendments - Discussion of Process by Gloria McPherson.
  - C. Proclamation for Adele Moore Anderson Day.
7. Town Manager / Assistant Town Manager - Votes may be taken on the following items:
  - A. Town Manager Search Matters.
  - B. Other - Other matters that may legally come before the board not known at the time of posting - votes may be taken.
8. Minutes – Approve minutes of previous meetings. Vote may be taken.
9. Closing Statements/Administrative Updates - Closing comments from the Selectmen. Discussion dependent, motions may be made, votes may be taken.  
Letter of Thanks to Deborah Heller who resigned as of April 15, 2015, from the Licensing Board.

**MOVE that the Board of Selectmen vote to go into Executive Session pursuant to MGL c30A Section 21 (a) Clause 2 for the purpose of:**

Clause 3 – To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Former Police Chief Jaran Arbitration/Appeals. Votes may be taken

Clause 6 – To consider the purchase of, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. VFW Property, 3 Jerome Smith Road. Votes may be taken

and not to convene in open session thereafter.

Posted by the Assistant Town Clerk: [www.provincetown-ma.gov](http://www.provincetown-ma.gov), 4/23/15 1:25 pm dv



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

00

## CONSENT AGENDA

Approval required for the following items:

Requested by: BOS Chair Tom Donegan

Action Sought: Approval

### Proposed Motion(s)

***MOVE that the Board of Selectmen vote to approve items listed on the consent agenda as submitted.***

*Consent Agenda – Approval without objection required for the following items:*

- A. *Appointment of Ryan Campbell as a Regular Member of the Planning Board with a term to expire December 31, 2016, to replace Marianne Clements who resigned.*
- B. *Appointment of James E. Woods as an Alternate Member of the Planning Board with a term to expire December 31, 2015.*

### Additional Information

See attached applications.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

00A

## BOARD OF SELECTMEN APPOINTMENT

Requested by: Town Clerk

Action Sought: **Approval**

### Proposed Motion(s)

**Move that the Board of Selectmen vote to appoint Ryan Campbell as a Regular Member to the Planning Board with a term to expire December 31, 2016.**

### Additional Information

See attached application.

Appointment will replace Marianne Clements who resigned effective March 27, 2015.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



TOWN OF PROVINCETOWN

Application for Town Board Membership

Name: RYAN CAMPBELL Please type or print

Resident Address: 21 BRADFORD ST. EXT. UNIT 14 Provincetown, MA 02657

Mailing Address (if different):

Telephone #: 510.610.9315 Work # ( )

Email address: RYAN@KOHICOFFEE.COM

Please consider this as my application for [X] membership [ ] reappointment on the following Town Board(s). (Please list order of preference.)

- 1. PLANNING BOARD
2.
3.

Listed below are the applicant's skills, experience, background, or other factors which would contribute to these committees:

MASTERS DEGREE IN ARCHITECTURE, OVER 15 YEARS EXPERIENCE IN DESIGN, PROJECT MANAGEMENT & PLANNING.

I hereby certify that I am a resident of the Town of Provincetown.

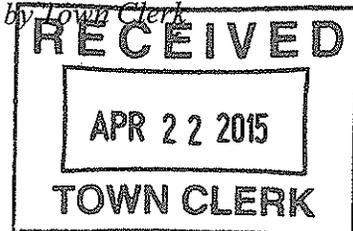
Signature of Applicant: [Signature] Date: 4.22.2015

TO THE APPLICANT: FILE COMPLETED FORM WITH THE TOWN CLERK

Form with fields for Town Clerk Certification, Name of Town Clerk (Valerie Van Alstyne), and Application Termination Date (4.21.2016).

Date Received by Board of Selectmen

Date Received by Town Clerk





*Certificate of Appointment*  
**Town of Provincetown**  
PROVINCETOWN, MASSACHUSETTS 02657

To: Ryan Campbell  
21 Bradford Street Ext., Unit 14  
Provincetown, MA 02657

Date: April 27, 2015  
Phone: 510.610.9315  
Email: Ryan@kohicoffee.com

In accordance with the Charter of the Town of Provincetown by the voters on April 17, 1990,  
You are hereby appointed a member of Planning Board - Regular

For and within the Town of Provincetown for a term expiring December 31, 2016 or until your  
successor is chosen and qualified.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Board of Selectman

Banstable, ss.

Date: \_\_\_\_\_

Personally appeared the above-named Ryan Campbell appointee to the office of  
Planning Board - Regular and took the oath necessary to qualify  
him/her for said office.

\_\_\_\_\_  
TOWN CLERK

I hereby accept this appointment.

\_\_\_\_\_  
Signature of Appointee

I acknowledge that the Town Clerk has provided me with a copy of the Massachusetts General Law 268A§ 23  
Supplemental Provisions; Standard of Conduct.

\_\_\_\_\_  
Signature of Appointee

**TO THE APPOINTEE:** RETAIN ONE COPY AS PROOF OF APPOINTMENT AND PRESENT ORIGINAL TO THE TOWN CLERK FOR  
PROCESSING. IF NOT ACCEPTED WITHIN 30 CALENDER DAYS THIS POSITION WILL BE CONSIDERED VACANT.

## Loretta Dougherty

---

**From:** Doug Johnstone  
**Sent:** Tuesday, April 14, 2015 3:08 PM  
**To:** Loretta Dougherty  
**Subject:** Planning Board

### Planning Board

	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Term End</b>
1	Grace	Ryder-O'Malley		12/31/15
2	John	Golden		12/31/15
3	Mark	Weinress	Chair	12/31/16
4	Brandon	Quesnell		12/31/17
5	MC 3/27/15			12/31/16
Alt	Ryan	Campbell		12/31/15



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

00B

## BOARD OF SELECTMEN APPOINTMENT

Requested by: Town Clerk

Action Sought: **Approval**

### Proposed Motion(s)

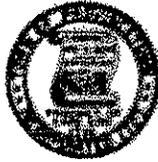
**Move that the Board of Selectmen vote to appoint James Woods as an Alternate Member to the Planning Board with a term to expire December 31, 2015.**

### Additional Information

See attached application. He will replace Ryan Campbell who was just appointed as a Regular Member of the Planning Board.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



TOWN OF PROVINCETOWN

Application for Town Board Membership

Name: James E. Woods
Resident Address: 51-R Harry Kemp Way Unit #1 Provincetown, MA 02657
Mailing Address (if different):
Telephone #: 202-716-2022 Work # ( )
Email address: Jim.Woods@SBServicesLLC.com

Please consider this as my application for [ ] membership [ ] reappointment on the following Town Board(s). (Please list order of preference.)

- 1. Planning Board
2.
3.

Listed below are the applicant's skills, experience, background, or other factors which would contribute to these committees:

Engineering, Administration,
Logistics, Business Development
Real Estate/Portfolio Management

I hereby certify that I am a resident of the Town of Provincetown.

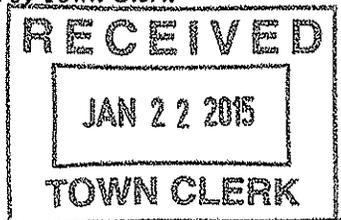
James E Woods 21 Jan 15
Signature of Applicant Date

TO THE APPLICANT: FILE COMPLETED FORM WITH THE TOWN CLERK

Town Clerk Certification: Applicant is a registered voter.
[X] Yes [ ] No
Name of Town Clerk: [Signature]
This application will remain on file in the Town Clerk's Office for 364 days from the date received.
Application Termination Date: 1/22/16

Date Received by Board of Selectmen

Date Received by Town Clerk





*Certificate of Appointment*  
**Town of Provincetown**  
PROVINCETOWN, MASSACHUSETTS 02657

To: James E. Woods  
51-R Harry Kemp Way, Unit #1  
Provincetown, MA 02657

Date: April 27, 2015  
Phone: 202.716.2022  
Email: Jim.Woods@SBServicesLLC.com

In accordance with the Charter of the Town of Provincetown by the voters on April 17, 1990,  
You are hereby appointed a member of Planning Board - Alternate

For and within the Town of Provincetown for a term expiring December 31, 2015 or until your  
successor is chosen and qualified.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Board of Selectman

Banstable, ss.

Date: \_\_\_\_\_

Personally appeared the above-named James E. Woods appointee to the office of  
Planning Board - Alternate and took the oath necessary to qualify  
him/her for said office.

\_\_\_\_\_  
TOWN CLERK

I hereby accept this appointment.

\_\_\_\_\_  
Signature of Appointee

I acknowledge that the Town Clerk has provided me with a copy of the Massachusetts General Law 268A§ 23  
Supplemental Provisions; Standard of Conduct.

\_\_\_\_\_  
Signature of Appointee

**TO THE APPOINTEE:** RETAIN ONE COPY AS PROOF OF APPOINTMENT AND PRESENT ORIGINAL TO THE TOWN CLERK FOR  
PROCESSING. IF NOT ACCEPTED WITHIN 30 CALENDER DAYS THIS POSITION WILL BE CONSIDERED VACANT.

**Loretta Dougherty**

---

**From:** Doug Johnstone  
**Sent:** Tuesday, April 14, 2015 3:08 PM  
**To:** Loretta Dougherty  
**Subject:** Planning Board

**Planning Board**

	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Term End</b>
1	Grace	Ryder-O'Malley		12/31/15
2	John	Golden		12/31/15
3	Mark	Weinress	Chair	12/31/16
4	Brandon	Quesnell		12/31/17
5	MC 3/27/15			12/31/16
Alt	Ryan	Campbell		12/31/15

## **James E. Woods**

*51-R Harry Kemp Way, Provincetown, MA 02657  
202-716-2022 | jim.woods@SBServicesLLC.com*

### **SUMMARY**

I have served as a senior executive in both federal and private-sector jobs with a demonstrated track record for successfully creating and delivering innovative and cost-effective, client-focused programs. With specialties in asset management, energy conservation and environmental management, I have supervised a staff of over 250 full-time employees in addition to contract employees. I have managed large groups of professional and engineering staff in the delivery of comprehensive technical and administrative programs.

### **PROFESSIONAL EXPERIENCE**

#### **Shields Business Services, LLC**

**Vice President, Business Development** September 2004 to Present

Responsible for business development with special emphasis on federal contracting opportunities for clients on the General Services Administration (GSA) Multiple Award Schedule (MAS). Providing consultation and training for clients related to obtaining and maintaining their GSA MAS contracts.

#### **Accomplishments:**

- Developed proposals for Shields Business Services clients to obtain GSA MAS for Mission Oriented Business Integrated Services (MOBIS).
- Developed and delivered training classes for clients related to GSA MAS
- Assisted clients with successful marketing strategy to find Government customers

#### **Sain Engineering Associates, Inc. (SEA), Birmingham, AL**

**Vice President, Business Development** September 2006 to May 2014

Responsible for all aspects of business development with special emphasis on federal procurement for Department of Defense, General Services Administration, Department of Energy, Architect of the Capitol, and others agencies.

#### **Accomplishments:**

- Developed proposals for all SEA business lines: REM services, energy audits, building commissioning, etc.
- Grew SEA's revenue from \$1M per year (which it had been for the previous 15 years) to over \$20M per year
- Developed SEA's Comprehensive Professional Energy Services BPA, which was awarded by GSA in 2010.
- Developed SEA's Navy's SeaPort-e BPA, which was awarded in 2011

#### **U.S. Department of Commerce**

**Director, Office of Administrative Services (Senior Executive Service)** February 2004 to September 2006

#### **Also:**

- **Director, Office of Real Estate (GS-15)** September 2001 to February 2004
- **Chief, Safety, Energy and Environmental Management (GS-15)** October 1999 to September 2001
- **Mechanical Engineer, Energy Conservation Officer (GS-14)** September 1994 to October 1999

Responsible for management and oversight of programs under the cognizance of the Chief Financial Officer and Assistant Secretary for Administration in the Office of the Secretary of Commerce.

#### **Accomplishments:**

- Managed four (4) Division Directors and 10 subordinate Branch Chiefs with more than 250 federal employees plus contract employees, including architects, engineers, maintenance shop personnel, and administrative staff
- Provided policy, oversight, and strategic planning for more than 20 local and 10 nationwide Departmental Programs including real estate asset management, energy conservation, environmental management, hazardous material management, historic preservation, fleet services, personal property, travel management, printing, publications, and mail service with an annual operating budget of \$30 million

Programs including real estate asset management, energy conservation, environmental management, hazardous material management, historic preservation, fleet services, personal property, travel management, printing, publications, and mail service with an annual operating budget of \$30 million

**U.S. General Services Administration**

**Building Management Specialist (GS-13) July 1990 to September 1994**

Responsible for the energy and water conservation program for more than 2,000 buildings nationwide

**Accomplishments:**

- Reviewed technical proposals and selected energy conservation projects valued at \$60M annually
- Developed evaluation procedures for facility management; conducted facility inspections; reviewed energy cost and consumption data to determine effectiveness of energy conservation programs
- Developed training programs for building managers, tenants, and program specialists
- Prepared and updated manuals, handbooks, and inspection guidebooks
- Reviewed and recommended changes to Federal codes, legislation, and Executive Orders
- Prepared testimony for Agency heads to address Congressional Committees for budget and oversight

**U.S. Department of Defense**

**Superintendent, Mechanical Engineering (GS-12) June 1986 to July 1990**

**Also:**

- **Foreman, Utility Systems Operations (WG-09) September 1983 to June 1986**
- **Utility Systems Operator (WG-08) June 1978 to September 1983**

Responsible for base-wide mechanical and utility systems at Andrews Air Force Base and Bolling Air Force Base

**Accomplishments:**

- Managed the design, installation, operation, maintenance and expansion of the Energy Management and Control System (EMCS)
- Directed the installation, maintenance, and 24-hour operation of the base-wide Class A fire alarm system
- Reviewed work requests and assigned specialized shop personnel, material, and equipment
- Developed and implemented emergency response procedures for base power outages, water and sewer main breaks, fuel spills, flight-line emergencies, and other problems
- Served as "On-Scene-Commander" during base disasters and military exercises

**Poole & Kent Mechanical Engineering Co.**

**Project Coordinator August 1976 to June 1978**

**Also:**

- **Foreman / Journeyman Steamfitter June 1974 to August 1976**
- **Steamfitter Apprentice July 1970 to June 1974**

Responsible for developing, scheduling, and directing work of multi-disciplinary mechanical engineering construction sites

**Accomplishments:**

- Served as a mechanical engineer, draftsman, expeditor, and supervisor
- Reviewed original contract specifications and drawings in plumbing, heating, air conditioning, and coordinated the installation of structural, mechanical, electrical, and architectural phases of construction
- Performed instrumentation work, installed pneumatic and electronic control panels and calibrated equipment
- Updated and maintained as-built drawings and ensured all materials were purchased, released, delivered, and installed to the proper job sites

**EDUCATION**

Energy Management (Diploma) - Virginia Polytechnic Institute & North Carolina State University 1992

**PROFESSIONAL CERTIFICATIONS / APPOINTMENTS**

## PROFESSIONAL CERTIFICATIONS / APPOINTMENTS

Permanent Warrant – Real Property Contracting Officer, U.S. Department of Commerce, issued 1997, renewed 2004

Certified Sustainable Development Professional, Association of Energy Engineers, issued 2006

Real Property Administrator, Building Owners and Managers Institute International, issued 1994

Certified Energy Manager, Association of Energy Engineers, issued 1991

Asbestos Abatement Supervisor, issued 1988

Private Pilot - single engine, complex, land - issued 1984

## Awards

Presidential Award for Leadership in Federal Energy Management, The WHITE HOUSE - 2002

“Pilot Partner” Award, U.S. Environmental Protection Agency and Department of Energy, 2002

Federal Energy and Water Management Award, 2001

Federal Energy Efficient “Showcase” Award, 2002, 2001, 1999, 1996

Bronze Medal Award (Individual): US Department of Commerce 1998

Bronze Medal Award (Team): US Department of Commerce 1998

Association of Energy Engineers: 1998 Corporate Energy Management of the Year

Federal Energy Management Program: Federal Energy Award, 1998

## Memberships

### Current:

Association of Energy Engineers

### Former:

Board of Directors, National Lighting Bureau

National Academy of Sciences – Federal Facility Council

Planning Committee – World Energy Engineering Congress

Planning Committee – GovEnergy Conference

Federal Interagency Energy Policy Committee and Task Force

Federal Administrative Managers Association

Interagency Committee on Seismic Safety

Department of Commerce Occupational Safety and Health Council

American Society of Testing and Material

Association of Professional Energy Managers

Federal Fleet Policy Council

Council on Office Products Energy Efficiency

## Publications

### Author (a); Contributor (c):

“ESPC Implementation Plan,” Architect of the Capitol (c)

“Energy and Water Management Annual Report,” Architect of the Capitol (c)

“Real Prospects for Energy Efficiency in the United States” (c) Peer Review for National Academy of Sciences

“Toward a More Efficient Government,” Energy Focus Magazine (a)

“Guide to Energy Efficient Lighting,” National Lighting Bureau (c)

“Energy Efficiency in the Federal Government,” Office of Technology Assessment (c)

“Programs Covering The Spectrum of Energy and Environmental Concerns,” Energy Users News (a)

“Strategic Plan for Seismic Safety in Federal Buildings,” DoC (a)

“Strategic Implementation Plan for Energy Management,” DoC (a)

“Post Occupancy Evaluation of the Roybal Federal Office Building and Court House,” GSA

Strategic Plan for Seismic Safety in Federal Buildings, DoC (a)

"Strategic Implementation Plan for Energy Management," DoC (a)

"Post Occupancy Evaluation of the Roybal Federal Office Building and Court House," GSA



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

1A

---

**PUBLIC HEARING – Continued from January 12, 2015**

**Curb Cut Request 594 Commercial Street**

Requested by: Board of Selectmen

Action Sought: Conduct Public Hearing

**Proposed Motion(s)**

**MOVE that the Board of Selectmen vote, pursuant to MGL C. 11, § 6-2, to approve the request of Kevin Bazarian to establish a curb cut at the property located at 594 Commercial Street (Assessor's Map 15-3-56) (Res 2 Zone).**

**Additional Information**

See Original Public Hearing Notice, Policy Statement, application documents, and correspondence.

**Board Action**

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

---



## Board of Selectmen

# Public Hearing

January 12, 2015

## Curb Cuts: 594 Commercial Street

The Provincetown Board of Selectmen will hold a Public Hearing on **Monday January 12, 2015 at 6:00 p.m.** in the Judge Welsh Hearing Room, Provincetown Town Hall, 260 Commercial Street, Provincetown, MA 02657 pursuant to General Bylaws Section 11-6-2, for the following application:

***Application by Kevin Bazarian of B+C Construction on behalf of Sheila Sheehan and Nanci Yuronis, requesting approval to establish a curb cut for a parking area at the property located at 594 Commercial Street (Assessor's Map 15-3, Parcel 56), in the Res 2 Zoning District.***

The public is encouraged to submit any written comments by Tuesday, January 6th, 2015, by 12:00 noon, to [selectmen@provincetown-ma.gov](mailto:selectmen@provincetown-ma.gov) and/or Board of Selectmen, Town Hall, 260 Commercial Street, Provincetown, MA 02657, or in person at the hearing.

Tom Donegan, Chairman  
Board of Selectmen

Posted by the Town Clerk: <http://www.provincetown-ma.gov> 12/15/14 1:00 pm dj  
The Banner: December 25, 2015, and January 1, 2015

# Policy Statement

2010-05-10

## Curb Cut Permit Guidelines and Procedures

These procedures are to be used in conjunction with the Provincetown General Bylaws Section 11-6-2  
Curb Cuts:

*No person shall break or dig up the ground or surface of a town or public way or sidewalk, to create a new access way to any property which would alter existing parking and traffic patterns, without the express permission of the Board of Selectmen after a duly advertised hearing.*

A curb cut permit shall be required for any new parking space with access from a public road that can not clearly demonstrate having previously existed on a plan recognized by the Planning Board or on file with the Barnstable County Registry of Deeds.

The intent of a curb cut permit is: 1) to protect the edge of the roadway pavement and prevent debris from entering the road; 2) to allow for proper or improved stormwater drainage; and 3) to ensure adequate public safety and access for both vehicles and pedestrians within the public right-of-way.

Pursuant to Zoning Bylaw, a *parking space shall mean a space adequate to park a standard automobile, plus means of access and shall be not less than 8' x 18'*.

### Evaluation Criteria:

- The Selectmen shall review curb cut requests to ensure that the location of any curb cut or driveway is suitably located so as to preserve public safety and convenience.
- Where feasible, curb cuts should be avoided on Route 6.
- Where feasible, curb cuts should be favored on side streets over Bradford Street and Commercial Street or other high traffic streets or congested areas.
- Curb cuts should accommodate a legal parking space outside of the public right-of-way and have sufficient backup clearing to avoid disruption to existing traffic patterns and public safety.
- Curb cuts should ensure sufficient sight lines for backup into traffic and pedestrian ways.
- Curb cuts should be considered in relation to existing on-street parking patterns and should not reduce the number of available parking spaces.
- Curb cuts should not exceed 18 feet in width except to meet a roadway standard.
- Curb cuts or driveways should not be permitted that increase stormwater flow onto any public sidewalk or way without drainage systems that adequately mitigate stormwater incorporated into the design.

Curb cuts shall be reviewed on a case by case basis and shall not be considered precedent setting.

Curb cuts that serve a project requiring site plan review shall meet the minimum standard as set forth by the Planning Board and approved by the Fire Chief.

**Fee:**

A curb cut request shall be accompanied by a fee of \$200.00. The fee is based on the cost of Town staff to review and evaluate the requests and the cost associated with the public hearing.

**Application Procedure:**

**Step 1:** Applicant requests an abutters' list from the Assessor's Office.

**Step 2:** Curb Cut Application is filed with the Department of Community Development and must be accompanied by:

- Abutters list provided by the Assessor's Department
- Certified to-scale plot plan indicating both the existing or proposed conditions identifying the actual location of the proposed curb cut and abutting areas (including all structures, trees, landscaping, fences, power poles, utility equipment, Title V septic system, propane or oil tanks).
- Any supporting documentation provided by the applicant (letters of support from abutters, pictures, etc.)

**Step 3:** Once the application is deemed complete, the Permit Coordinator will schedule a public hearing.

**Step 4:** The Permit Coordinator will prepare a legal notice that will be posted in the Town Hall and printed in the newspaper not less than fourteen (14) days prior to the public hearing. This legal notice will be provided to the applicant. The applicant must mail the notice to abutters via certified mail not less than fourteen (14) days prior to the public hearing. Applicant shall retain return receipts of the certified mail to abutters, and shall present them to the Board of Selectmen at the public hearing.

**Step 5:** Prior to the public hearing, the Permit Coordinator will distribute individual copies of the application and plans to the Chief of Police, DPW Director, Fire Chief and Building Commissioner for their review and comments.

**Step 6:** The applicant or his/her representative must be present at the public hearing. Public input in support of and in opposition to the application will be heard at the hearing.

**Step 7:** The Selectmen reserve the right to alter the proposed layout or place conditions on the approval of any curb cut request at the public hearing. The Permit Coordinator will forward a letter confirming the motion and vote of the Board of Selectmen to the applicant.

**Step 8:** Once the curb cut and driveway are installed, the applicant shall schedule a final inspection with Local Building Inspector.

*Adopted May 10, 2010*

*In favor: Couture, Bedard, Anderson, Knight and Santos*

*Opposed: none.*



TOWN OF PROVINCETOWN  
Community Development Department  
260 Commercial Street, Provincetown MA 02657  
Phone: 508 487-7020 Fax: 508 487-0032

## CURB CUT PERMIT

Location:	594 Commercial Street, Provincetown, MA 02657		
Applicant:	Kevin Bazarian		
Applicants Mailing Address:	P.O. Box 625, Provincetown, MA 02657		
Applicant's Phone number:	508.566.2555	Applicant's Email:	kevinbazarian@yahoo.com

This Curb Cut Permit is issued pursuant to Provincetown General Bylaws Section 11-6-2 and in accordance with Board of Selectmen Policy Statement 2010-05-10.

The Board of Selectmen held a public hearing on \_\_\_\_\_ and approved your Curb Cut request with the following conditions:

1. The applicant shall grade and place erosion control devices as needed to prevent stormwater and debris from flowing onto the Town road and into drainage structures during construction.
2. Upon Completion of the project, the applicant shall ensure that the edge of the paved road is supported and not undermined and that disturbed areas are restored and/or re-vegetated. Any construction damage to the Town road shall be repaired by the applicant.
3. Dig-safe must be contacted as required by state law.
4. Contact the Police Department at 508-487-1212 if a police detail will be required for work within the right-of-way.
5. Other: \_\_\_\_\_

Board of Selectmen:

_____	_____
_____	_____
_____	_____

All improvements shall be carried out as shown on the plans and specifications submitted by the applicant, except as modified above. These plans and specifications are incorporated into the conditions of this permit.

This permit is granted upon the condition that the work authorized herein is commenced within one year after the date of the approval noted above. If the work authorized by this permit is not commenced within one year or if such work is suspended in significant part for a period of one year after the time the work is commenced, this permit shall expire and be of no further effect; provided that, for reasonable cause, one or more extensions of time, for periods not exceeding ninety days each, may be allowed. Such authorization shall be provided in writing by the Building Commissioner.

Final Inspection Sign-off:

\_\_\_\_\_ Date: \_\_\_\_\_

4



Town of Provincetown  
Application to Perform Work within  
Public Ways and Sidewalks

Address of proposed work 594 Commercial Street Map/Parcel 15-3-56-O-R  
Applicant Kevin Bozarian Phone 508-566-2555 Email KevinBozarian@yahoo.com  
Applicant's Mailing Address PO Box 625 - PROVINCETOWN 02657  
Owner of Record SHEILA SHEEHAN & NANCY YURONIS  
Owner's Mailing Address P.O. Box 280 N. TRURO, MA 02652  
[Signature] Date Nov. 26 2014  
Applicant's signature

**Curb Cut**

1. Pursuant to Chapter 11, Section 11-6-2 of the General By-laws, I hereby request permission of the Board of Selectmen to establish a curb cut as shown on the attached plans and described below. (Please attach certified to-scale plot plan showing existing conditions, the actual location of the proposed curb cut, and the immediate area, including nearest adjacent curb cuts, all structures, trees, landscaping, fences, power poles, utility equipment, Title V septic system, propane or oil tanks. Also include color photos of the existing conditions taken from various vantage points, other supporting documentation if necessary, and a written project narrative if more space is required.)

Requesting a 14-foot wide by 18-foot deep parking area at the southeastern most corner of the property APN 15-3-56.  
13' CURB CUT TO ACCESS PARKING SPACE

**Excavation of a Public Way**

2. Pursuant to Chapter 11, Section 6-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate for excavation on a public way as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

The existing curb at the point of entry to the proposed new parking space is very low, painted yellow, and directly east of a designated lead street space. Access to the proposed parking space is excellent, and a vehicle will be able to enter/exit the space easily.

for PERMANENT  
(Period of time; temporary or permanent)

**Blocking Off of a Public Way**

3. Pursuant to Chapter 11, Section 11-6-3-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to block off a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

*Permission requested to have access across  
an existing sidewalk and curb to a 14' wide parking  
area on Parcel 15-3-56. Public way will  
be very minimally impacted by this curb cut.*

for PERMANENT  
(Period of time; temporary or permanent)

**Construction Equipment or Material within a Public Way**

4. Pursuant to Chapter 11, Section 11-6-3-2 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to store construction equipment and/or materials on a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

*Construction equipment will not be used except  
for delivery of materials. Materials will be placed on  
the property and will not impede passage on a public way.*

for PERMANENT  
(Period of time; temporary or permanent)

**For Office use Only**

DECEMBER 2, 2014  
Date transmitted to Town Staff

DECEMBER 9, 2014  
Response due back to Permit Coordinator

Public Safety Official	Approve	Disapprove	Date
DPW Director			
Fire Chief			
Police Chief			
Town Planner			
Building Commissioner			
Assistant Town Manager			

Comments: \_\_\_\_\_  
\_\_\_\_\_

**APPROVED**  
**STREET CURB CUT PLAN**  
**BOARD OF SELECTMEN**

---



---

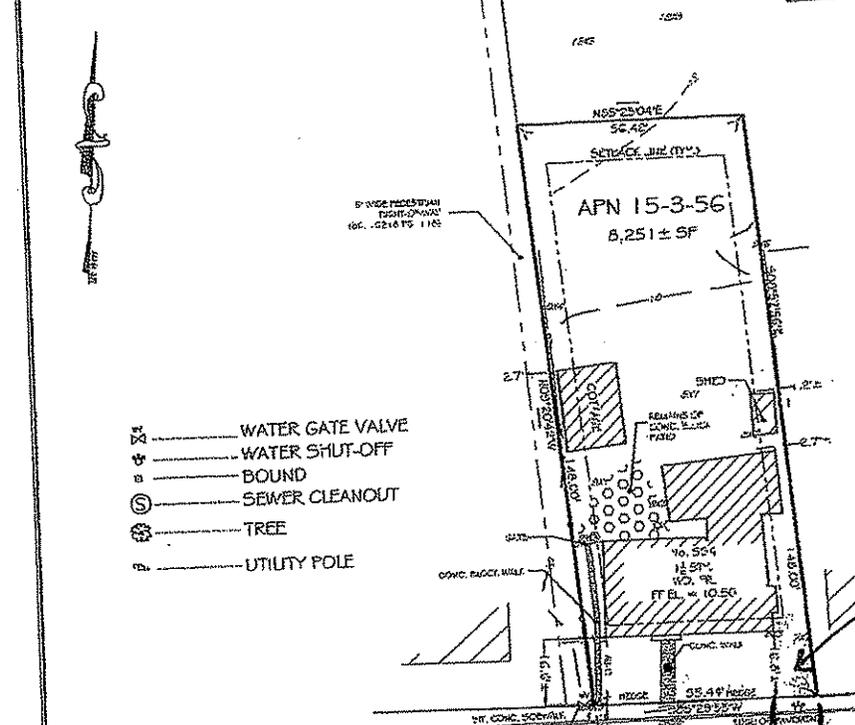
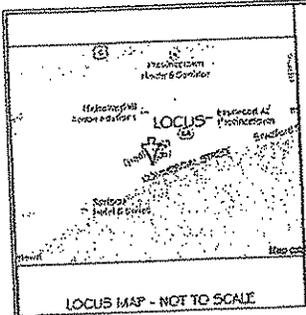


---



---

**DATE**

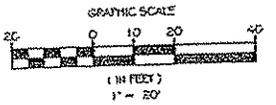


- NOTES:**
- OWNER: SHEILA S. SHEEHAN, TR  
NANCY S. YUDONIS, TR  
311 EAST MORSE BOULEVARD  
WINTER PARK, FL 32789
  - SURVEYOR: RONALD J. HOOD, PLS  
35 TIMBERLAKE DRIVE  
WASHPEE, MA 02645
  - DEED TO LOCUS IS RECORDED IN THE BARNSTABLE COUNTY  
REGISTRY OF DEEDS AT BOOK 27826, PAGE 326.
  - LOCUS IS SHOWN AS PARCELS 18 AND 56 ON SHEET 15-B OF  
THE TOWN OF PROVINCETOWN ASSESSORS MAPS.
  - LOCUS IS ZONED RES 3.
  - ABUTTER INFORMATION IS SHOWN AS FOUND ON THE CURRENT  
TOWN OF PROVINCETOWN ASSESSORS DATABASE.
  - PLAN REFERENCES:  
PD 575 - PG. 1  
PD 451 - PG. 50  
L.C.C. No 16497
  - LOCUS IS SITUATED IN SPECIAL FLOOD HAZARD ZONE A2, (EL. 15).  
AS SHOWN ON MAP 255218 0004 C, DATED JULY 15, 1992.

**ZONING TABLE**

LOCUS IS ZONED RES 3  
(97A 15-3-56)

MIN. LOT AREA: 5,000 SF  
MIN. FRONTAGE: 50'  
MIN. FRONT YARD: 20'  
MIN. SIDE YARD: 5'  
MIN. REAR YARD: 10'  
MAX. LOT COVERAGE: 40%  
CONST. = 100/1000 = 22.5%



**SITE PLAN**  
IN  
**PROVINCETOWN, MA**

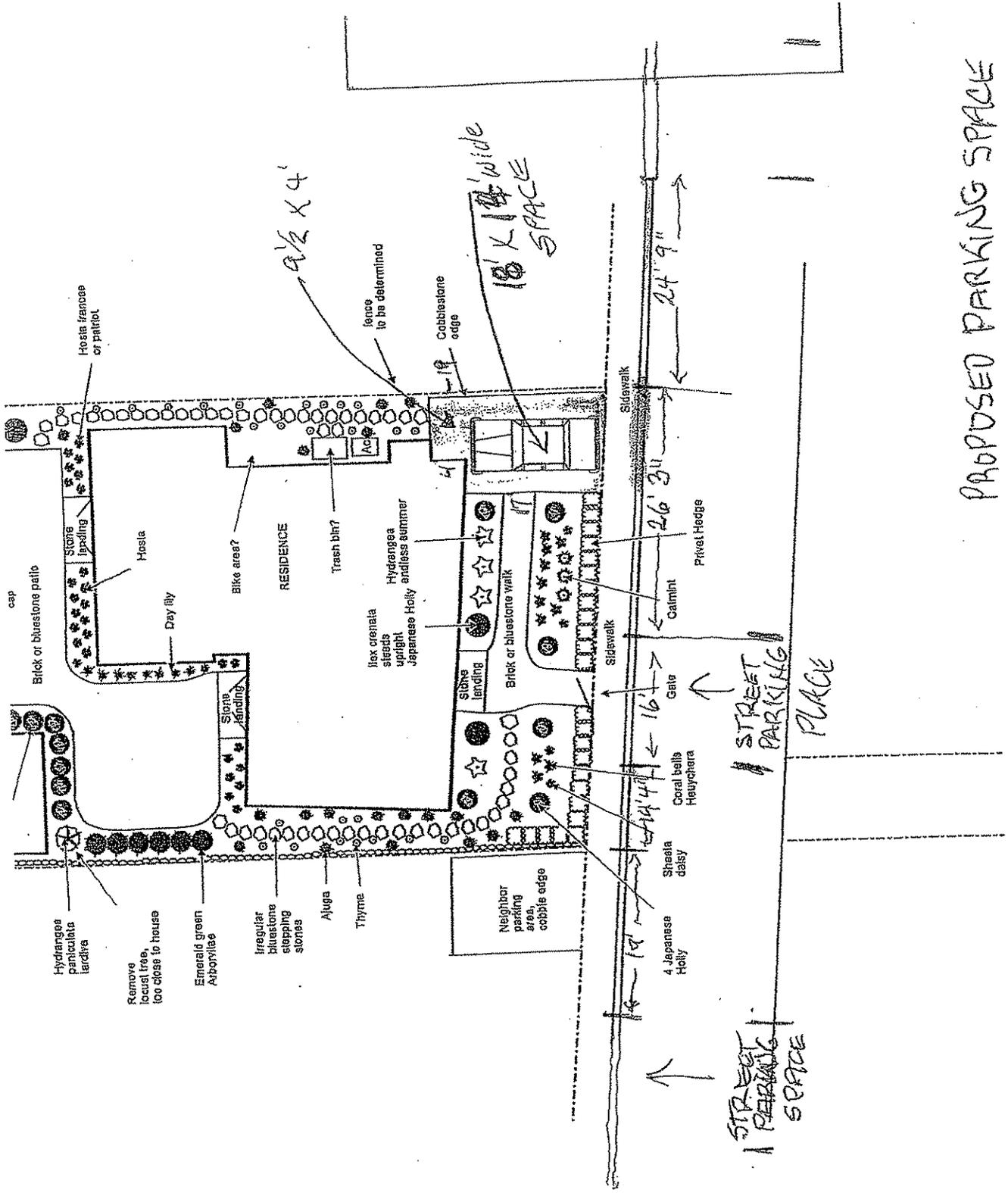
PREPARED FOR  
**SHEILA S. SHEEHAN**

richard j. hood, pls  
land surveyors - engineers  
35 timberlake drive - mass'hood, ma 02645

JOB No.: 15120  
DATE: 22 MAR 14  
SCALE: 1" = 20'

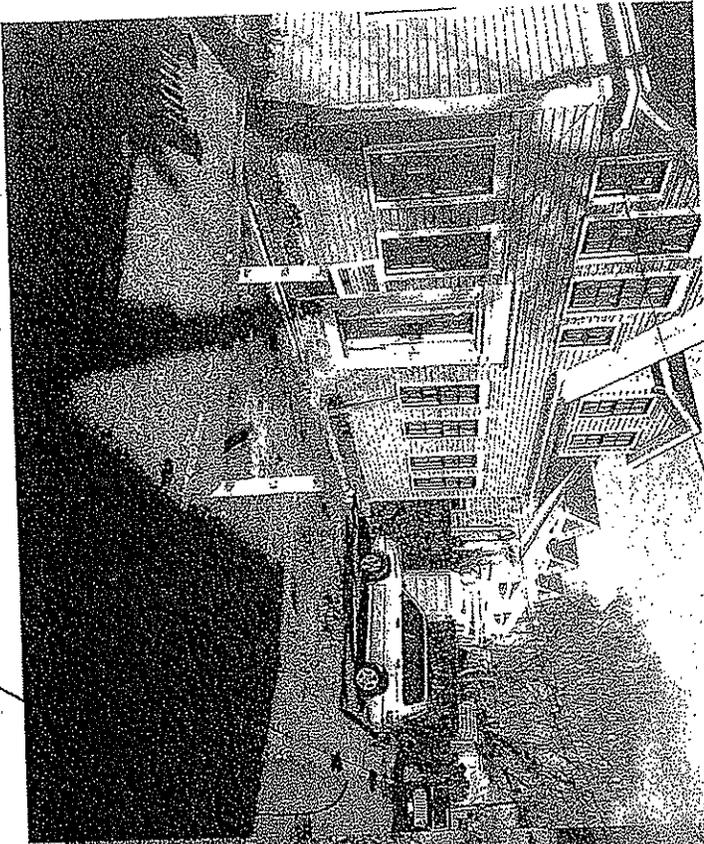
APPROVED FOR THE TOWN OF PROVINCETOWN BY: [Signature]





PROPOSED PARKING SPACE

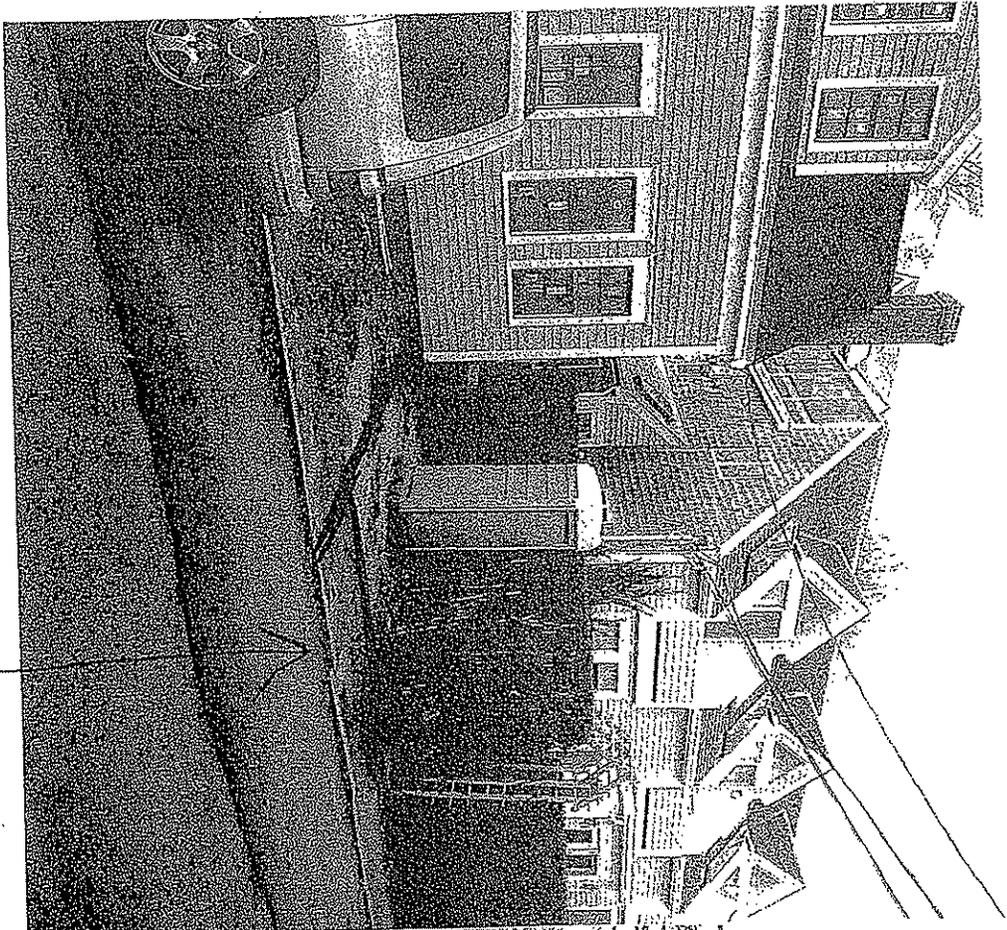
PROPOSED 12-foot CURB CUT



PROPOSED  
PARKING/CURB CUT



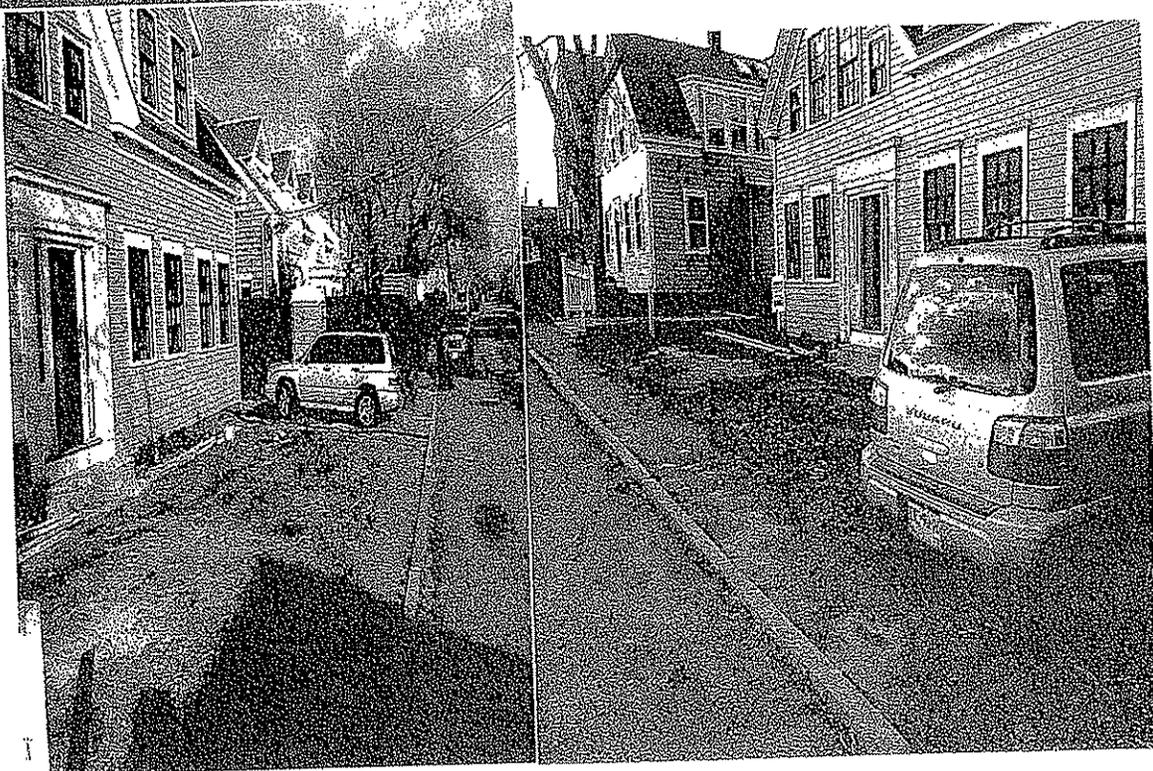
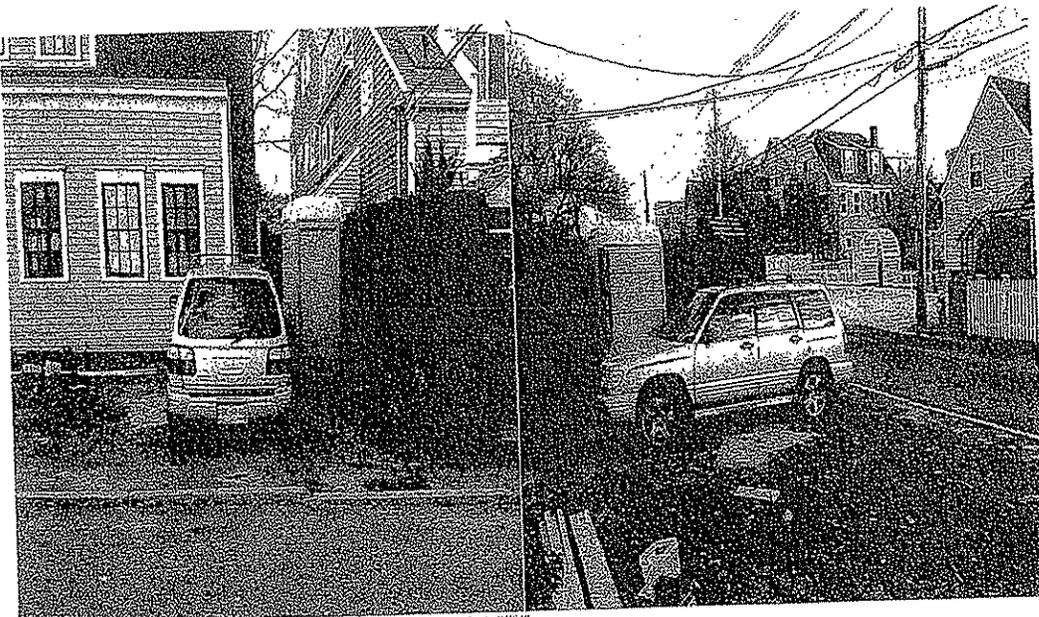
PROPOSED 13' CURB CUT



PROPOSED  
PARKING SPACE  
+ CURB CUT



AREA



**Blocking Off of a Public Way**

3. Pursuant to Chapter 11, Section 11-6-3-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to block off a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

Permission requested to have access across  
 an existing sidewalk and curb to a 14' wide parking  
 area on parcel 15-3-56. Public way will  
 be very minimally impacted by this curb cut.  
 \_\_\_\_\_ for PERMANENT  
 (Period of time; temporary or permanent)

**Construction Equipment or Material within a Public Way**

4. Pursuant to Chapter 11, Section 11-6-3-2 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to store construction equipment and/or materials on a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

Construction equipment will not be used except  
 for delivery of materials. Materials will be placed on  
 the property and will not impede passage on a public way.  
 \_\_\_\_\_ for PERMANENT  
 (Period of time; temporary or permanent)

**For Office use Only**

DECEMBER 2, 2014  
 Date transmitted to Town Staff

DECEMBER 9, 2014  
 Response due back to Permit Coordinator

Public Safety Official	Approve	Disapprove	Date
DPW Director	✓		12/4/14
Fire Chief			
Police Chief			
Town Planner			
Building Commissioner			
Assistant Town Manager			

Comments: Recommend Compact Car Only. No vehicle shall impede on public sidewalk. A proper apron transition should be installed.

**Blocking Off of a Public Way**

3. Pursuant to Chapter 11, Section 11-6-3-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to block off a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

*Permission requested to have access across an existing sidewalk and curb to a 14' wide parking area on Parcel 15-3-56. Public Way will be very minimally impacted by this curb cut.*

\_\_\_\_\_ for PERMANENT  
 (Period of time; temporary or permanent)

**Construction Equipment or Material within a Public Way**

4. Pursuant to Chapter 11, Section 11-6-3-2 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to store construction equipment and/or materials on a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

*Construction equipment will not be used except for delivery of materials. Materials will be placed on the property and will not impede passage on a public way.*

\_\_\_\_\_ for PERMANENT  
 (Period of time; temporary or permanent)

**For Office use Only**

DECEMBER 2, 2014  
 Date transmitted to Town Staff

DECEMBER 9, 2014  
 Response due back to Permit Coordinator

Public Safety Official	Approve	Disapprove	Date
DPW Director			
Fire Chief			12/10/2014
Police Chief			
Town Planner			
Building Commissioner			
Assistant Town Manager			

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Blocking Off of a Public Way**

3. Pursuant to Chapter 11, Section 11-6-3-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to block off a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

Permission requested to have access across  
 an existing sidewalk and curb to a 14' wide parking  
 area on Parcel 15-3-56. Public way will  
 be very minimally impacted by this curb cut.  
 for PERMANENT  
 (Period of time; temporary or permanent)

**Construction Equipment or Material within a Public Way**

4. Pursuant to Chapter 11, Section 11-6-3-2 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to store construction equipment and/or materials on a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

Construction equipment will not be used except  
 for delivery of materials. Materials will be placed on  
 the property and will not impede passage on a public way.  
 for PERMANENT  
 (Period of time; temporary or permanent)

For Office use Only

DECEMBER 2, 2014  
 Date transmitted to Town Staff

DECEMBER 9, 2014  
 Response due back to Permit Coordinator

Public Safety Official	Approve	Disapprove	Date
DPW Director			
Fire Chief			
Police Chief <i>1 Act 13</i>	<i>[Signature]</i>		<i>01/02/2015</i>
Town Planner			
Building Commissioner			
Assistant Town Manager			

Comments: *Proposed curb cut would exit adjacent to telephone pole. And fire hydrant with large messes bordering property to the east, exiting this proposed driveway may be difficult.*

**Blocking Off of a Public Way**

3. Pursuant to Chapter 11, Section 11-6-3-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to block off a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

*Permission requested to have access across an existing sidewalk and curb to a 14' wide parking area on Parcel 15-3-56. Public way will be very minimally impacted by this curb cut.*

\_\_\_\_\_ for PERMANENT  
 (Period of time; temporary or permanent)

**Construction Equipment or Material within a Public Way**

4. Pursuant to Chapter 11, Section 11-6-3-2 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to store construction equipment and/or materials on a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

*Construction equipment will not be used except for delivery of materials. Materials will be placed on the property and will not impede passage on a public way.*

\_\_\_\_\_ for PERMANENT  
 (Period of time; temporary or permanent)

**For Office use Only**

DECEMBER 2, 2014  
 Date transmitted to Town Staff

DECEMBER 9, 2014  
 Response due back to Permit Coordinator

Public Safety Official	Approve	Disapprove	Date
DPW Director			
Fire Chief			
Police Chief			
Town Planner	✓		12-2-14
Building Commissioner			
Assistant Town Manager			

Comments: N/A

**Blocking Off of a Public Way**

3. Pursuant to Chapter 11, Section 11-6-3-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to block off a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

Permission requested to have access across  
 an existing sidewalk and curb to a 14' wide parking  
 area on Parcel 15-3-56. Public Way will  
 be very minimally impacted by this curb cut.  
 for PERMANENT  
 (Period of time; temporary or permanent)

**Construction Equipment or Material within a Public Way**

4. Pursuant to Chapter 11, Section 11-6-3-2 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to store construction equipment and/or materials on a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

Construction equipment will not be used except  
 for delivery of materials. Materials will be placed on  
 the property and will not impede passage on a public way.  
 for PERMANENT  
 (Period of time; temporary or permanent)

**For Office use Only**

DECEMBER 2, 2014  
 Date transmitted to Town Staff

DECEMBER 9, 2014  
 Response due back to Permit Coordinator

Public Safety Official	Approve	Disapprove	Date
DPW Director			
Fire Chief			
Police Chief			
Town Planner			
Building Commissioner <i>EW</i>	✓		
Assistant Town Manager			

Comments: Appears to comply with §415D Green Area & Lot Coverage, grandfathers Parking §24

**Blocking Off of a Public Way**

3. Pursuant to Chapter 11, Section 11-6-3-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to block off a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

*Permission requested to have access across an existing sidewalk and curb to a 14' wide parking area on Parcel 15-3-56. Public way will be very minimally impacted by this curb cut.*

for PERMANENT  
(Period of time; temporary or permanent)

**Construction Equipment or Material within a Public Way**

4. Pursuant to Chapter 11, Section 11-6-3-2 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to store construction equipment and/or materials on a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

*Construction equipment will not be used except for delivery of materials. Materials will be placed on the property and will not impede passage on a public way.*

for PERMANENT  
(Period of time; temporary or permanent)

**For Office use Only**

DECEMBER 2, 2014  
Date transmitted to Town Staff

DECEMBER 9, 2014  
Response due back to Permit Coordinator

Public Safety Official	Approve	Disapprove	Date
DPW Director			
Fire Chief			
Police Chief			
Town Planner			
Building Commissioner			
Assistant Town Manager	✓		

Comments: *Space appears to meet minimal dimensional standard and does not remove an existing space.*

Dear Selectmen,

I would like to comment on Kevin Bezarian's application for a curb cut at 594 Commercial Street.

As an immediate abutter on the East side of 594, I would definitely not be amenable to the parking area on that side. I have an old yet healthy hedge there. As some of my personal property was removed during the renovation of 594 last spring/summer, I am not confident my hedge wouldn't be compromised. Despite written apologies and promises of compensation for my loss of personal property by Mr. Bezarian, no compensation has occurred. Thus I am not hopeful the hedge would be replaced, if damaged.

I would not object to the curb cut and parking area on the West side.

Thank you for considering my position.

Very sincerely,

Janet G. Pumphrey

596 Commercial St.

Unit # 3

## Loretta Dougherty

---

**From:** David Gardner  
**Sent:** Tuesday, December 30, 2014 1:07 PM  
**To:** Loretta Dougherty  
**Subject:** FW: Sheehan/Yuronis 594 commercial Street Curb Cut  
**Attachments:** IMG\_1880.JPG

**From:** Sheila Sheehan [<mailto:sheilassheehan@gmail.com>]  
**Sent:** Tuesday, December 30, 2014 12:24 PM  
**To:** Elisabeth Verde  
**Cc:** David Gardner; Kevin Bazarian; Nanci Yuronis; Sheila Sheehan  
**Subject:** Sheehan/Yuronis 594 commercial Street Curb Cut

Good morning Elizabeth, I think I might've missed you before you left for the holiday.

While meeting with David yesterday he mentioned that you may have received a call or two regarding our request for a curb cut at the above address. I wanted to offer you an explanation that might eliminate our dear neighbors concerns. We value their thoughts .

In front of our house is a public parking spot. We have absolutely no intentions, or desire to eliminate that public parking spot. We clearly understand the towns needs to maintain as parking spots as possible. One neighbor owns a bed-and-breakfast and I think that spot is an ideal spot for her for loading or unloading of guest bags. The curb cut we are requesting is a simple request for an additional parking space on our property for little car.

The neighbor to the left is located south west side of our house and he has an approved curb cut. Ours will be to the right of our house highlighted, the southeast of the house.

We are very happy to address any concerns and try to find anyway we can to be supportive as we have invested a lot towards improving this neighborhood .

My phone is 407-334-5668 and you can comfortably make it available to anyone you want to. My Email is available as well and I would greatly appreciate if you confirm receipt of this email at some point.

Lastly, we expect to be moving into this house in February and we expect landscaping to be completed in the spring and we will be working with the town on the torn up sidewalk making any repairs and cooperation on that matter. I offer this only if it comes up in the conversation with the abutters , our neighbors.

Kindest regards and best wishes for a wonderful 2015.

Sheila S Sheehan



**Loretta Dougherty**

---

**From:** Dianne rella <diannerella@earthlink.net>  
**Sent:** Friday, January 02, 2015 5:14 PM  
**To:** Loretta Dougherty  
**Cc:** Andres Branger; Linda And Grace Arectos; Janet Pumphrey; Dianne Rella; Elisabeth Verde  
**Subject:** Response: Application for curb cut at 594 Commercial St.

Dear Selectmen,

I am writing on behalf of 596 Commercial Street Condominium Association, with regards to Kevin Bezarian's application for a curb cut at 594 Commercial Street.

As immediate abutters on the East side of 594, we are concerned about the damage our Privet hedge may suffer through the construction of such parking space, and the impact to its future health should not proper space be afforded for the vehicle. Said hedge has been a feature of our front yard landscaping since the beginning, serving as a valuable buffer for our property.

On Friday, January 2nd, 2015, we had an opportunity to meet with Sheila Sheehan, owner and future resident at 594, to discuss our concerns. Ms. Sheehan listened attentively, assuring us that every precaution to protect and respect the integrity of the hedge will be taken into consideration . Ms. Sheehan also promised at the time that the fence that existed between our properties, which was taken down during her property's construction, will be replaced.

The respect of the integrity of our property is of our utmost concern. We, the condominium owners at 596, would like to support Ms. Sheehan's objective provided that a new plan is drawn taking into consideration the existing hedge.

We take Ms. Sheehan at her word and fully trust that she will follow through with her commitment to respect and protect our property's boundaries.

Thank you for the consideration.

Sincerely,

Andres Branger/ Dianne Rella

596 Commercial Street Condominium Association

Linda and Grace Arectos, unit #1

Andres Branger, Unit #2

Janet Pumphrey, Unit #3

Dianne Rella, Unit #4

January 16, 2016

Thomas N. Donegan, Chair  
Erik P. Yingling, Vice Chair  
Robert Anthony  
Raphael Richter  
Cheryl Andrews

**RE: 594 Commercial Street Curb Cut Request**

Dear Selectmen:

Thank you for your time regarding the referenced request. We appreciate that you have many pressing matters, and yet we wanted you to know that the day after the meeting Mrs. Linda Lisbon contacted me, and we had the most delightful meeting at our house. I learned more about her history, she learned about us, and we discussed the curb cut at some length. I think it is reasonable to write with great confidence that Ms. Lisbon now fully understands our request and is supportive of it.

With regards to Ms. Janet Pumphrey's letter, I immediately met with our contractor Kevin Bazarain, and he did indeed say that he spoke with Ms. Pumphrey, and she expressed concern that a hose and old grill went missing from the side of her house. She asked him for a replacement cost of \$100.00. While only privy to that discussion yesterday, I wrote to Ms. Pumphrey and acknowledged her concern, enclosing a check for \$100.00.

The restoration of **this old rotten-to-the-bones** 1856 house has been an undertaking, starting with the removal of two 70 feet +/- dead and dangerous trees that would have sooner rather than later wiped out ours as well as at least one of the neighbor's houses .

Throughout our project we have tried very hard to keep the lines of communication open with our neighbors, always endeavoring to put ourselves in their shoes in our consideration. We intend to become good neighbors, and we are looking forward to many happy years at 594 Commercial.

In summary, we hope that we can count on your support of our request to locate a parking space on the east side of our property.

Kindest regards,

Sheila Sheehan and Nanci Yuronis

24

5' WIDE PEDESTRIAN  
RIGHT-OF-WAY  
(BK. 16218 PG. 118)

APN 15-3-84

N/F

NET M. STUTSMAN, TR.

APN 15-3-56

8,251 ± SF

APN 15-3-5

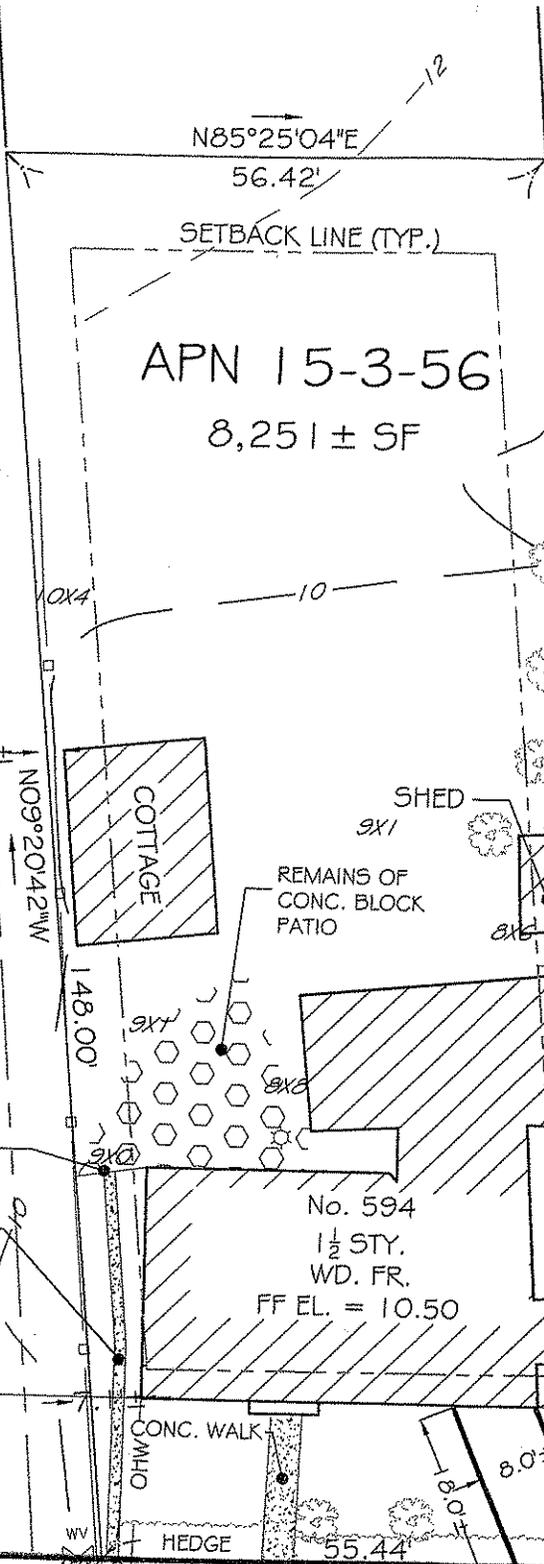
N/F

JANET G. PUMPHREY

15-3-55

N/F

GREEN, ET AL.



CONC. BLOCK WALK

No. 594  
1 1/2 STY.  
WD. FR.  
FF EL. = 10.50

PROPOSED  
PARKING

BIT. CONC. SIDEWALK  
10x37

CONC. WALK  
MHO

HEDGE

EDGE OF PAVEMENT

VERTICAL GRANITE CURB

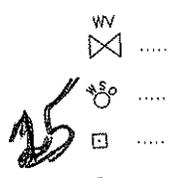
COMMERCIAL

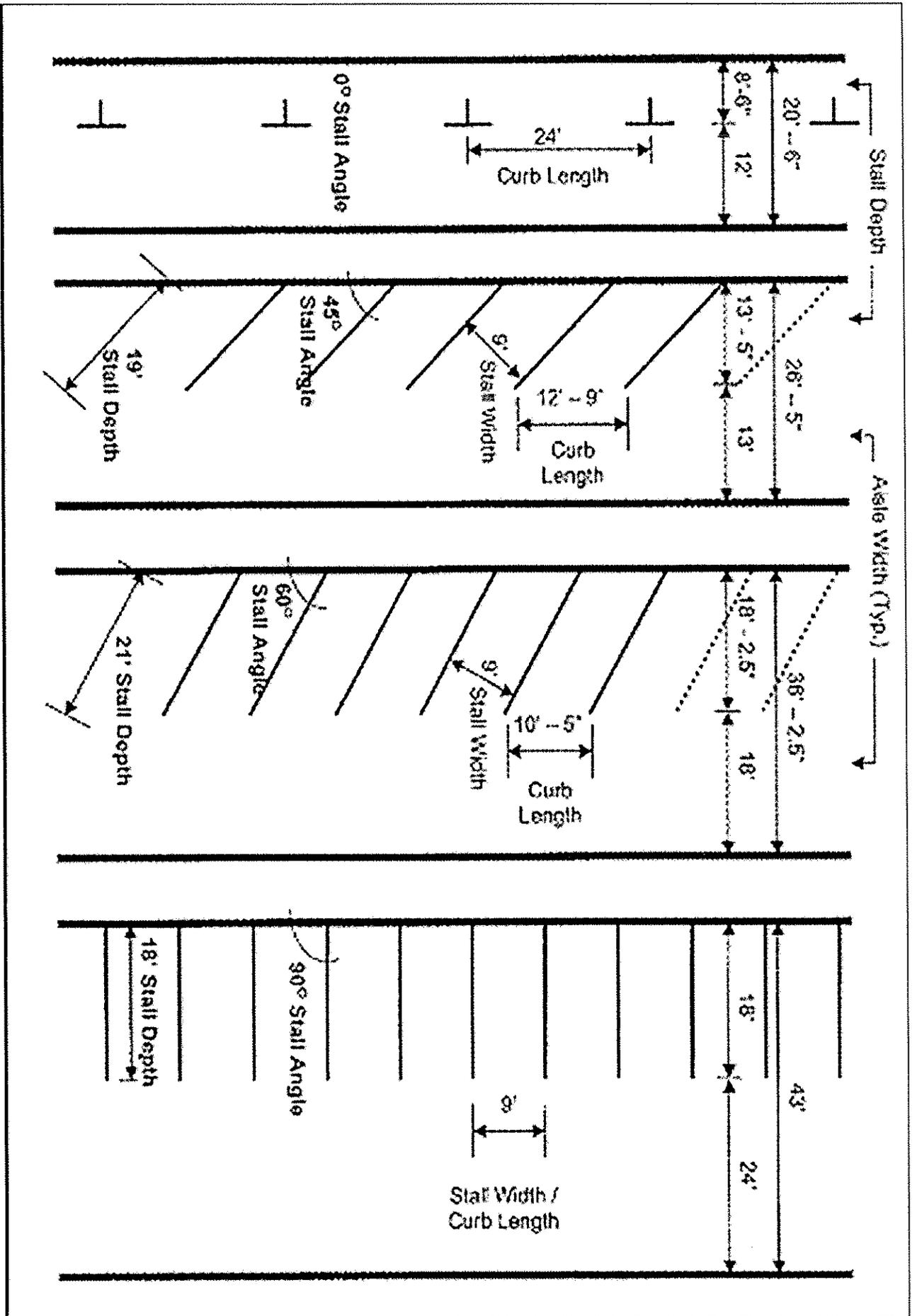
STREET

SEWER CLEANOUT

GATE

2K: MAG SET  
97 (NGVD)





**Town of Provincetown  
Application to Perform Work within  
Public Ways and Sidewalks**

Address of proposed work 594 COMMERCIAL ST. Map/Parcel 15-3-56-0-R  
Applicant SHEILA SHEEHAN & NANCY YURONIS Phone 407-334-5000 Email sheilasheehan@gmail.com  
Applicant's Mailing Address PO BOX 280, N. TRURO, MA 02652  
Owner of Record SHEILA SHEEHAN & NANCY YURONIS  
Owner's Mailing Address PO BOX 280, N. TRURO, MA 02652  
Anna Yuronis Applicant's signature April 22, 2015 Date

**Curb Cut**

1. Pursuant to Chapter 11, Section 11-6-2 of the General By-laws, I hereby request permission of the Board of Selectmen to establish a curb cut as shown on the attached plans and described below. (Please attach certified to-scale plot plan showing existing conditions, the actual location of the proposed curb cut, and the immediate area, including nearest adjacent curb cuts, all structures, trees, landscaping, fences, power poles, utility equipment, Title V septic system, propane or oil tanks. Also include color photos of the existing conditions taken from various vantage points, other supporting documentation if necessary, and a written project narrative if more space is required.)

Requesting an 8' wide by 18' deep diagonal parking space running from the southeast corner of the property to the southeast corner of the house. Forming a parallelogram, a second boundary will commence 8' west on where the first line meets the corner of the house. This line runs back down to the sidewalk, thus forming an 8x18 space. \* SEE SITE PLAN.

**Excavation of a Public Way**

2. Pursuant to Chapter 11, Section 6-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate for excavation on a public way as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

The existing curb at the point of entry to the proposed new parking space is very low, painted yellow and is directly east of a designated legal street space. Access to the proposed parking space is excellent, allowing a vehicle to enter/exit the space easily.

for

PERMANENT

(Period of time; temporary or permanent)

**Blocking Off of a Public Way**

3. Pursuant to Chapter 11, Section 11-6-3-1 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to block off a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

Permission requested to have access across an  
existing sidewalk, and ~~into~~ curb to enter an  
8' wide parking spot on Parcel 15-3-56. Public way  
will not be impacted by this curb cut.

for PERMANENT  
 (Period of time; temporary or permanent)

**Construction Equipment or Material within a Public Way**

4. Pursuant to Chapter 11, Section 11-6-3-2 of the General By-laws, I hereby request permission of the Commissioner of Public Safety or his/her delegate to store construction equipment and/or materials on a public way or sidewalk as shown on the attached plans and described below. (Please attach plans showing the extent of the proposed work, and a written project narrative if more space is required.)

Construction equipment will not be used. All  
materials will be placed on the property and will not  
impede passage on a public way.

for PERMANENT  
 (Period of time; temporary or permanent)

**For Office use Only**

Date transmitted to Town Staff \_\_\_\_\_

Response due back to Permit Coordinator \_\_\_\_\_

Public Safety Official	Approve	Disapprove	Date
DPW Director			
Fire Chief			
Police Chief			
Town Planner			
Building Commissioner			
Assistant Town Manager			

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

2

## PUBLIC STATEMENTS

Requested by: Board of Selectmen

Action Sought: Open

Proposed Motion(s)

Five minutes maximum. Selectmen do not respond during Public Statements.

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

3

---

## SELECTMEN'S STATEMENTS

Requested by: Acting Town Manager David Gardner

Action Sought: Discussion

### Proposed Motion(s)

*Motions may be made and votes may be taken.*

**Robert Anthony**

**Raphael Richter**

**Erik Yingling**

**Cheryl Andrews**

**Tom Donegan**

### Additional Information

### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

---



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

4

---

## JOINT MEETING - NONE

Requested by: Board of Selectmen

Action Sought: Discussion

Proposed Motion(s)

**Discussion dependent – votes may be taken.**

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

5

## BOARD OF SELECTMEN APPOINTMENT

Requested by: Town Clerk

Action Sought: **Approval**

Proposed Motion(s)

***None***

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

6A

## MAYFLOWER TROLLEY

### New Sightseeing Tour Route

Requested by: **Mike Glasfeld**

Action Sought: **Approval**

#### Proposed Motion(s)

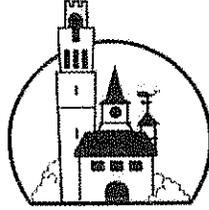
**Move that the Board of Selectmen vote to approve the new sightseeing tour route of the Mayflower Trolley.**

#### Additional Information

See attached.

#### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



## MAYFLOWER TROLLEY

April 22, 2015

Mr. David Gardner, Acting Town Manager

And Provincetown Board of Selectmen

Greetings,

Mayflower Trolley is returning before the Board one last time before the 2015 season in order to gain approval for an alternate route from the one approved previously.

Since the time of our approval, and since the snow and ice has left the roadways, we have tested the route with our trolleys and see the potential for peak season congestion such that the trolleys, and traffic in general, would best be served by eliminating portions of Commercial Street at the very busiest times of the summer.

On the attached maps you will find: 1) the already approved route, in yellow, and, 2) proposed alternate routes in the colors blue, green, red and orange.

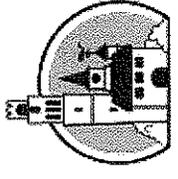
Again, these alternate routes are for those times that Commercial Street is too congested for practical transits. This will be good for all parties; our passengers, pedestrians on Commercial, and vehicle traffic on Commercial.

The alternate also provides better flow for staging on the West side of Standish Street, should we be the winning bidder in the RFP to come.

We thank you for your time and consideration.

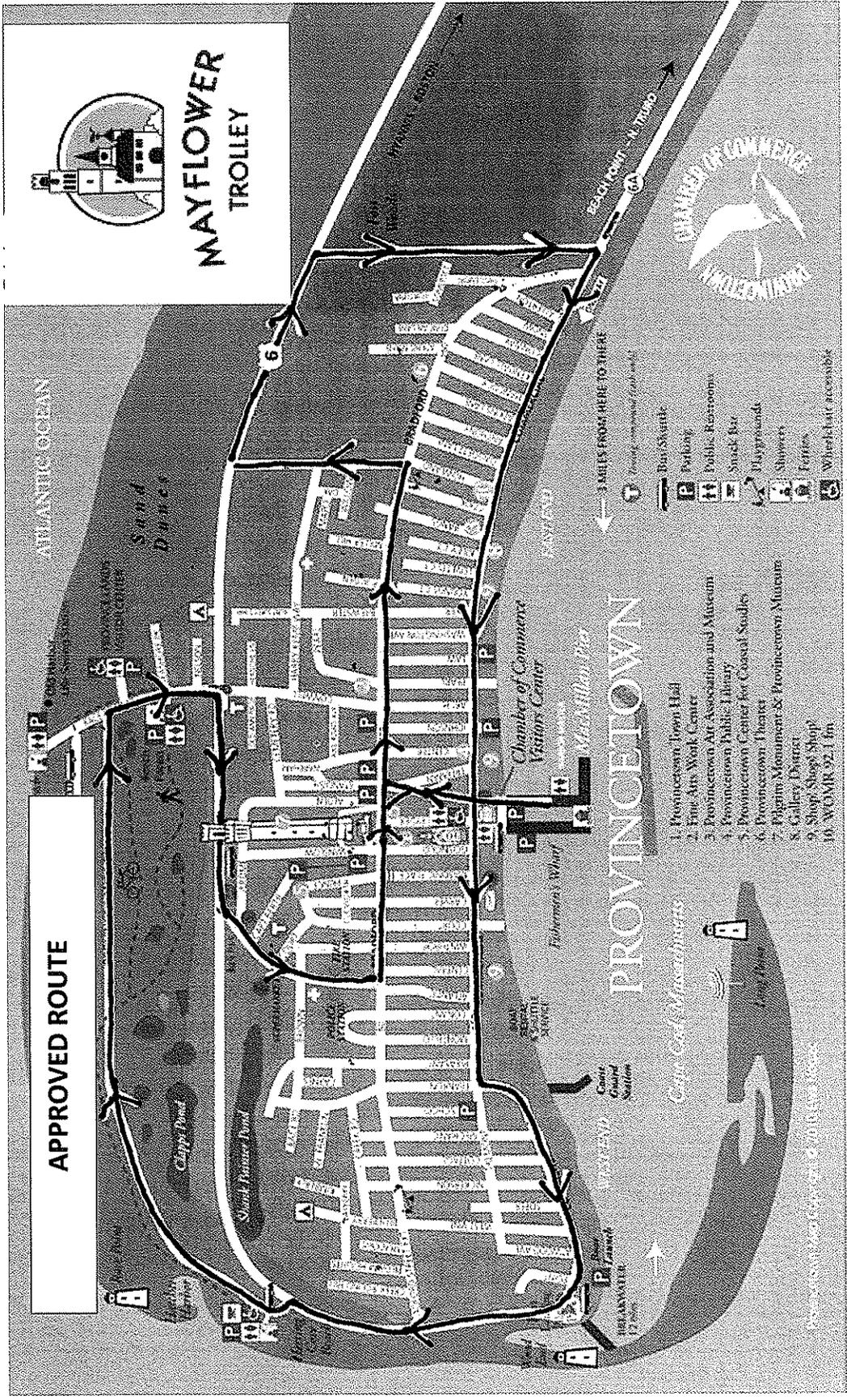
Sincerely,

Michael Glasfeld



# MAYFLOWER TROLLEY

## APPROVED ROUTE



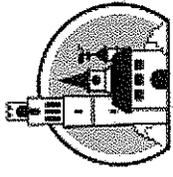
- 1. Provincetown Town Hall
- 2. Fine Arts Work Center
- 3. Provincetown Art Association and Museum
- 4. Provincetown Public Library
- 5. Provincetown Center for Coastal Studies
- 6. Provincetown Theatre
- 7. Pilgrim Monument & Provincetown Museum
- 8. Gallery District
- 9. Shop/Stage Shop
- 10. WOMR 92.1 fm

- T Trolley (one-way clockwise)
- B Banquette
- P Parking
- RR Public Restrooms
- SB Snack Bar
- PL Playground
- SH Showers
- FE Ferris
- WB Wheelchair accessible

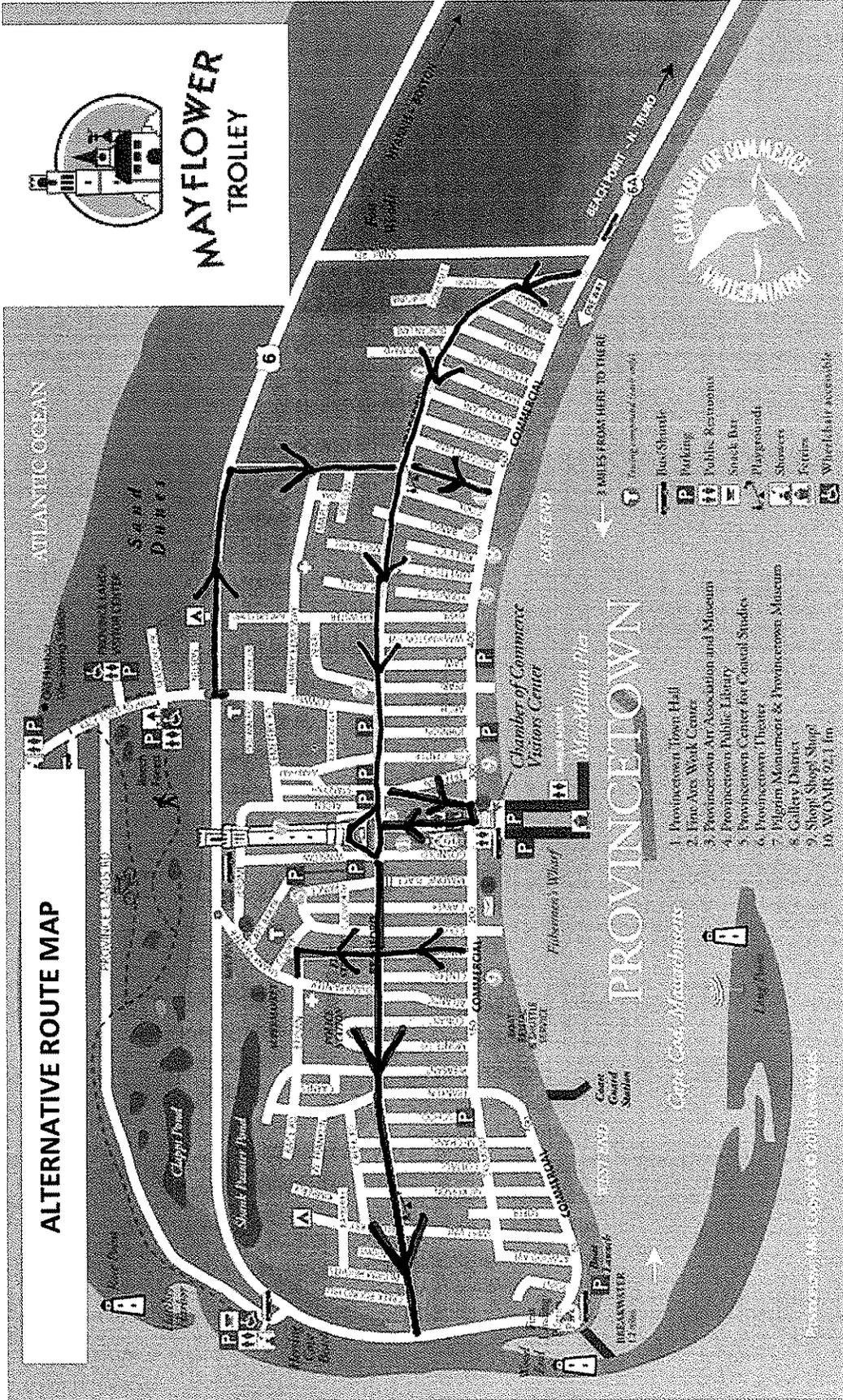
- Provincetown Art Association and Museum
- Chamber of Commerce Visitors Center
- MacMillan Pier
- Fishermen's Wharf
- Bay Street Seaside Market
- Center Church Station
- Coastal Studies Center
- Provincetown Public Library
- Provincetown Theatre
- Pilgrim Monument & Provincetown Museum
- Gallery District
- Shop/Stage Shop
- WOMR 92.1 fm

Provincetown, MA 01970

# ALTERNATIVE ROUTE MAP



# MAYFLOWER TROLLEY



1. Provincetown Town Hall
2. Fine Arts Walk Centre
3. Provincetown Art Association and Museum
4. Provincetown Public Library
5. Provincetown Center for Coastal Studies
6. Provincetown Theater
7. Pilgrim Monument & Provincetown Museum
8. Gallery District
9. Sleep Shop! Shop!
10. WODAR 92.1 fm.

Provincetown Art Association & Museum



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

6B

## Zoning Bylaw Amendments

### Discussion of Process

Requested by: Gloria McPherson, Town Planner

Action Sought: Discussion/Approval

### Proposed Motion(s)

**Discussion dependent – votes may be taken.**

also

**Move that the Board of Selectmen vote to allocate 2,530 gpd to General Use Category 3, pursuant to 2015 Annual Town Meeting Article 29, subject to approval of the Attorney General.**

### Additional Information

**Discussion with the Town Planner regarding the process of Amending the Zoning Bylaw and coordination with the Planning Board in order to prepare for Fall Town Meeting**

### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

6C

---

## PROCLAMATION: Adele Moore Anderson Day

Requested by: **Director Chris Hottle, COA**

Action: **Approval**

### Proposed Motion(s)

**Move that the Board of Selectmen vote to approve the request of Director Chris Hottle, Council on Aging, to proclaim Adele Moore Anderson, born on December 10, 1913, as Adele Moore Anderson Day on Wednesday, April 29, 2015.**

### Additional Information

See attached copy of proclamation.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

---



# *Proclamation*

**WHEREAS,** Adele Moore Anderson was born in Allston, Massachusetts on December 10, 1913; and

**WHEREAS,** She married and had three children; and

**WHEREAS,** She always enjoyed time with her family, cooking, volunteering, the Wellfleet pier in the summer, picnics, dancing, and especially her Cadillac convertible; and

**WHEREAS,** She vacationed on Cape Cod for many years, later moving to Wellfleet; and

**WHEREAS,** She now has several grandchildren and great-grandchildren; and

**WHEREAS,** She has been living at Seashore Point for seven years, and

**WHEREAS,** She is a registered voter in Provincetown; and

**NOW**

**THEREFORE,** the Board of Selectmen of the Town of Provincetown, in the County of Barnstable of the Commonwealth of Massachusetts, do hereby proclaim Wednesday, the Twenty-ninth day of April, in the year Two-Thousand Fifteen as

## **ADELE MOORE ANDERSON DAY**

**The Honorable Board of Selectmen**

**Tom Donegan, Chairman**

**Erik Yingling, Vice Chair**

**Cheryl Andrews**

**Raphael Richter**

**Robert Anthony**

**ATTEST: Acting Town Manager David Gardner**



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

7A

---

## TOWN MANAGER SEARCH MATTERS

Requested by: Acting Town Manager David Gardner

Action Sought: Discussion

Proposed Motion(s)

**Discussion Dependent – votes may be taken.**

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

---



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

7B

## OTHER

Requested by: Acting Town Manager David Gardner

Action Sought: Discussion

Proposed Motion(s)

**Discussion Dependent – votes may be taken.**

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

8

---

## MINUTES OF BOARD OF SELECTMEN'S MEETINGS

Requested by: BOS Secretary

Action Sought: Approval

### Proposed Motion(s)

**None**

### Additional Information

### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015

9

---

## CLOSING SELECTMENS STATEMENTS

### Administrative Updates

Requested by: Acting Town Manager David Gardner

Action Sought: Discussion

#### Proposed Motion(s)

*Motions may be made and votes may be taken.*

**Robert Anthony**

**Raphael Richter**

**Erik Yingling**

**Cheryl Andrews**

**Tom Donegan**

#### Additional Information

*A. Thank you letter to Deborah Heller who resigned from the Licensing Board on Wednesday, April 15, 2015.*

#### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

---



***Board of Selectmen***  
Town Hall, 260 Commercial Street  
Provincetown, Massachusetts 02657  
Telephone (508) 487-7003  
Facsimile (508) 487-9560

April 22, 2015

Ms. Deborah Heller  
30 West Vine Street, A1  
Provincetown, MA 02657

Dear Ms. Heller:

The Board of Selectmen has received your email with respect to your resignation from the Licensing Board. We would like to thank you for your dedicated service and expertise during the time that you have served on this board.

We wish you the very best in your future endeavors and would not be disappointed should time and circumstances permit you to once again serve on any of our town boards or committees in the future.

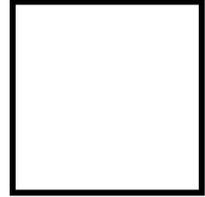
On behalf of the Board of Selectmen,

Tom Donegan, Chairman  
Board of Selectmen

TD:ld



Provincetown Board of Selectmen  
**AGENDA ACTION REQUEST**  
Monday, April 27, 2015



## EXECUTIVE SESSION MOTION

### MGL c30A Sec. 21 (a) Clauses 3 and 6

Requested by: Board of Selectmen

Action Sought: Discussion

#### Proposed Motion(s)

**MOVE that the Board of Selectmen vote to go into Executive Session pursuant to MGL c30A Section 21 (a) Clauses 3 & 6 for the purposes of:**

Clause 3 – To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Former Police Chief Jaran Arbitration/Appeals. Votes may be taken

Clause 6 – To consider the purchase of, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. VFW Property, 3 Jerome Smith Road. Votes may be taken.

and not to convene in open session thereafter.

**Roll Call Vote:** Tom Donegan:  
Erik Yingling:  
Cheryl Andrews:  
Raphael Richter:  
Robert Anthony:

#### Additional Information

#### Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>