

PLANNING BOARD
Meeting Minutes
Thursday, August 13, 2020
6:00 P.M.

PB Members Present: Brandon Quesnell, Paul Graves, Jeffrey Mulliken, Monica Stubner, and Paul Kelly.

Members Absent: Ross Zachs (excused), Steven Azar (excused), and Marianne Clements (excused).

Staff: Thaddeus Soulé (Town Planner).

Mr. Soulé introduced the virtual hearing, explaining the reason the Public Hearing was being held virtually, how the Board, the applicants and the public could participate remotely, and reviewed the meeting protocol. He then called the roll.

Chair Brandon Quesnell called the Planning Board Public Hearing to order at 6:01 P.M.

1. **Work Session:** Overview of the online permitting software: Lynn Martin, an MIS analyst for the Town, reviewed the new Viewpoint database. She explained how applications for Town permits are submitted and how to search for information in the database via either a location or a record identification number. She explained how the Board agendas are now linked to the database and other features of the software. The Board questioned Ms. Martin. A question was asked about putting in a step in the workflow process regarding supplemental material being submitted by an applicant and when that would be due, how many days before the next Board hearing. She said that she is working on getting all material from previous submissions and making it available to the public.

2. **Public Comment:** None.

3. **Consent Agenda:** Approval without objection required for the following item:

PLN 20-2003

Application by **Chris Fiset, Esq.**, on behalf of **Builder Boys 286.5 Bradford LLC**, for endorsement of a plan believed not to require approval (ANR) to divide one parcel, Lot 2A, at **286.5 Bradford Street (Assessor's Map 15-3-99-A)** to form two lots, Lot A, a buildable lot containing the minimum area and frontage on a public way and Lot B, an unbuildable lot to be donated to the Provincetown Conservation Trust, and in accordance with the Provincetown Zoning By-Laws and with M.G.L. c. 41, s. 81P.

There was a motion by Paul Graves to endorse the ANR, PLN 20-2003, for the property located at 286.5 Bradford Street, Jeffrey Mulliken seconded. VOTE: 4-0-0 by roll call.

4. **Public Hearings:**

PLN 20-34 (*postponed to the meeting of August 27th*)

Application by **Keith LeBlanc**, of **LeBlanc Jones Landscape Architects**, seeking a Site Plan Review pursuant to Article 2, Section 2320(A), High Elevation Protection District (A), of the

Zoning By-Laws for changes to parking, stairs, and walkways, and adding a wood deck, and installing a pre-fabricated swim spa, an outdoor shower, retaining walls, and native plantings on the property located at **14 Thistlemore Road (Residential 1 Zone)**.

PLN 20-2001 (*postponed from the meeting of July 23rd*)

Application by **William N. Rogers, II**, on behalf of **Enco Realty, Inc.**, requesting Site Plan Review pursuant to Article 4, Section 4010, Administrative Site Plan Review, of the Zoning By-Laws to renovate an existing building, including new egresses and a new entryway, and to improve landscaping by adding plantings on the property located at **32 Bradford Street**.

Presentation: Attorney Lester J. Murphy, representing the applicant, and Gary Locke, of William N. Rogers, II office, were in the meeting to present the application. Attorney Murphy said that the project involved a substantial renovation and upgrade of the two buildings on the lot and to the site itself. The larger, main structure had two residential units, as did the smaller structure. The renovation of the latter has been completed and now has only one dwelling unit. The renovation of the main structure, when complete, will contain three residential units. The site itself will be upgraded as to its landscaping and will significantly enhance the property's appearance and the renovation of the structure will improve its functionality. The project has been approved by the Historic District Commission and the Zoning Board of Appeals. He reviewed the waiver requests, including Article 4, s. 4035 c., requiring the submission of a Development Impact Statement, and explained that since the number of dwelling units will remain the same and the bedrooms are being reduced by two, there will be no further impact on the Town's infrastructure or resources than what currently exists, from s. 4053, regarding commercial design standards, explaining that the property was totally residential, and from s. 4163, which requires a curb radii of 25 ft., explaining that given the size and configuration of the lot that requirement is not possible. He reviewed the requirements of s. 4035, subsection a., that the project must be in accordance with the Zoning By-Laws and consistent with the goals of the Local Comprehensive Plan. Pursuant to the later, he said that this project was an example of the reuse and redevelopment of historic structures. Subsection b. refers to meeting the residential design requirements of s. 4163, and he reviewed how the project would follow them, the only exception being that the applicant would request that the existing above-ground utilities remain so. As to subsection c., he said that the project will have no further impact on public amenities and have only beneficial impacts on abutting properties, thereby enhancing the neighborhood. Gutters and downspouts will be directed to dry wells to handle all roof run-off and all driveway areas will be comprised of gravel. As to subsection e., there are no natural, scenic, or historic features on the site. Subsection f. will be complied with as parking redesign will improve the that situation on the site, will allow pedestrians to move safely around the site, and allow cars to enter Bradford Street without having to back up onto it. He continued by stating that subsection g. was not applicable and the project will conform with subsection h. as to the illumination standards. He said that lighting cut sheets for dark sky compliant exterior light fixtures have been submitted. Mr. Locke reviewed the changes in the details of the design, including that the concrete walkway will be re-surfaced with brick, which will match the brick foundation that is exposed on the main structure. The propane tank will be buried. Attorney Murphy said that the proposal will include the replacement of the existing fence with a new fence in the same location. He reviewed the flora, including both trees and flowers, that will be planted on the site

Public Comment: None.

Board Discussion: The Board questioned Attorney Murphy and Mr. Locke. Mr. Mulliken and Mr. Kelly inquired about the requirement for street trees in this instance. Mr. Locke said that he wanted to maintain the site line of the parking space on the site. He said that trees were being planted, just not on the street. There is not a lot of room on the site for street trees, according to Attorney Murphy. In addition, there are utility lines on the edge of Bradford Street to consider. He requested that the applicant be given a waiver from s. 4600. The Board discussed the issue. The Board was polled regarding granting the waiver for street trees. A majority of the Board expressed a preference for granting a waiver.

There was a motion by Monica Stubner to grant the waivers requested by the applicant. Paul Graves seconded. VOTE: 5-0-0 by roll call.

There was a motion by Jeffrey Mulliken for Site Plan Approval pursuant to Article 4, Section 4010, Administrative Site Plan Review, of the Zoning By-Laws to renovate an existing building, including new egresses and a new entryway, and to improve landscaping by adding plantings on the property located at 32 Bradford Street with a standard condition requiring stormwater run-off being contained on the site. Monica Stubner seconded. VOTE: 5-0-0 by roll call.

5. Work Session:

a) **Discussion of potential Zoning By-Law amendments:** Mr. Quesnell said that he and Mr. Soulé have been in discussions with other Town staff about the presentation of Zoning By-Law amendments at Town Meeting. There is a recommendation from staff that the amendments be postponed until a later date. The Select Board has requested an abbreviated warrant given the circumstances of the pandemic and the need to keep citizens safe. Mr. Soulé said that the amendments will be brought up either at a Special Town Meeting or at the Spring 2021 Town Meeting. This Town Meeting will concentrate on the approval of the budget in order that the Town be able to move forward. The Board agreed with the recommendation.

b) **Minutes of April 23, 2015, March 24 and April 28, 2016, and July 9 and July 23, 2020.**

July 9, 2020: *There was a motion by Jeffrey Mulliken to approve the minutes of July 9, 2020 as written. Monica Stubner seconded. VOTE: Unanimous by roll call.*

July 23, 2020: *There was a motion by Paul Graves to approve the minutes of July 23, 2020 as written. Jeffrey Mulliken seconded. VOTE: Unanimous by roll call.*

c) **Any other business that may properly come before the Board:** Jeffrey Mulliken asked about the project at 14 Thistlemore Road and whether any new material had been submitted. Mr. Soulé said not as yet, however, the project was going to the Conservation Commission first. He will reach out to the applicant's representative.

Mr. Mulliken expressed his enthusiasm for the Viewpoint database.

Mr. Kelly asked that a discussion of the Inclusionary Incentive By-Law. Mr. Soulé will put the discussion on a future agenda.

There was a motion by Jeffrey Mulliken to adjourn the meeting at 7:28 P.M. Paul Graves seconded. VOTE: unanimous by roll call.

Respectfully submitted,

Ellen C. Battaglini

Approved by Thaddeus J. Soulé on August 27, 2020
Thaddeus Soulé, Town Planner,
on behalf of the Planning Board