

Town of Provincetown Planning Board

Public Hearing Minutes June 21, 2000

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Members present: Jay Coburn, Gordon Gaskill (Chairman), John Paul Grunz, Anne Howard and Richard Olson

Member absent: Jeff Carroll (alternate)

Others present: David Atkinson, David Guertin, Judith Oset, William Rogers, II, John Reis, and Gary Silva.

Agenda:

Public Hearing:

In accordance with 2-2-3 of the Provincetown Charter, the Provincetown Planning Board will hold a Public Hearing on Wednesday, June 21, 2000 at 7:00 p.m. in the Judge Welsh Hearing Room to determine the number of Board members in favor or opposed to the petitioned article concerning land use or development for the June 26, 2000 Special Town Meeting.

Discussion:

Permit Coordinator to discuss Board technical assistance and packets of information for board members.

Approval of Minutes

Any other business that shall properly come before the board.

Gordon Gaskill opened the meeting promptly at 7:00 p.m.

David Guertin led off the Public Hearing section by reading a Banner editorial stating the Banner was in full support of the Special Town Meeting article due to be heard on June 26th requesting an additional \$1M in pier funds. He also stated that all other Town Boards, Committees, or Commissions he had addressed were unanimously in favor of the article.

Motion: Anne Howard made a motion to recommend Article I. in the upcoming Special Town Meeting. Richard Olson seconded it and it passed unanimously.

Next Judith Oset presented two forms to the Board for their perusal. One was entitled *Site Plan Review Application* and the other was *Site Plan Review Application Instructions*. The Board was then invited to comment on the effort.

The big problem has been receiving completed applications prior to the meeting so that they can be studied by the Board. As had been said on prior occasions, the members had found it difficult to look at the plans on the very night of the meeting and then be expected to rule on the proposals.

A timeframe of submissions was suggested - **NO LATER THAN THURSDAY AT 5:00 P.M.** since the meeting has to be posted by Friday for the following Wednesday's meeting. Anne Howard said when she was on the Board of Health, they had a cut-off time and there were no exceptions. Anne further said having prior plans leads to a far more productive meeting.

William Rogers said the Approval Not Required (ANR) process is a lot more simple provided the time limits on the findings are respected. He suggested setting up a policy to match the three-week allowance. Judith, at that point, suggested a two-tier time limit – or - different rules for the two submissions.

Further simplifying the new timing, Judith suggested that since cases have to be advertised so when they are published, Board members will be notified, i.e., if they are published on Friday then members will be notified through the mail that plans are in the basement awaiting their pick-up. Many plans are much too weighty to be mailed out.

John Paul Grunz said he would prefer not to look at the drawings unless the Department of Regulatory Management (DRM) had gone through them. Judith countered that she can't possibly investigate every line item. The onus has to be on the applicant.

Gordon Gaskill felt that if someone were to come in with a revised site plan the Board should not accept it and would

deal with it at a future meeting. It was also determined that each copy of the proposed plan should be stamped in by DRM.

John Paul said sometimes revisions are made the same night as the meeting. Anne Howard said, "No revisions accepted! Should be the rule."

Judith then said the Board should begin working on a Policies and Procedures Manual. It would be valuable as a guide for current members and would prove invaluable for incoming members. Gordon suggested that would be an agenda item for a work session at a future meeting

It was further suggested that any preliminary consideration of a project of any kind should become an agenda item and not an impromptu presentation. This way you avoid any future problems. Jay Coburn felt the Board should have a legal opinion on preliminary submissions.

Judith promised to write procedures for her office based on the meeting's discussions. She cautioned it wouldn't happen overnight but she will begin working on it.

Richard Olson raised the next big issue that has been a consideration. He would like technical advice from a certified engineer hired by the Town for review of plans. Jay agreed. Some site reviews should be overseen by a knowledgeable engineer. David Atkinson, one of the Selectmen, was interested in the feelings of the Board. Given the fact that an average of 16 cases a year are considered by them, David suggested hiring an engineer to review plans on a per site basis. Judith promised to draft a letter capturing the concerns of the Planning Board.

24 Captain Bertie's Way, Sanjo Realty Trust

Evidently a "stop work" order was placed on the Sanjo project due to the danger of excavation to a 100 year old oak tree. Gordon wanted assurances that David Atkinson would be the only person to touch the tree. The roots will be protected and then the tree will be pruned by David. After much discussion regarding the future health of the tree, the following motion was made:

Motion: Anne Howard made a motion to lift the stop-work order on 24 Captain Bertie's Way provided a certified tree surgeon (David Atkinson) be hired to back-fill the exposed roots with good quality loam and perform all work necessary to save the tree. Also two letters should be provided to the Board:

- 1. Letter from the certified tree surgeon stating he had been hired to do the work.**
- 2. Letter from Sanjo Realty stating the tree problem had been addressed satisfactorily.**

Jay Coburn seconded the motion and it was passed unanimously.

After the Sanjo case, the Board returned to their legal and engineering concerns. Both of these matters will be readdressed at a future meeting.

Motion: Jay Coburn moved to approve the minutes of the June 7th meeting. John Paul Grunz seconded the motion and it received unanimous approval.

Motion: A motion was made to adjourn the meeting at 8:40 p.m. It was seconded and passed unanimously.

THE NEXT MEETING WILL TAKE PLACE ON JULY 5th, 2000 AT 7:00 P.M.

Respectfully submitted,

Evelyn Rogers Gaudiano

Approved by _____ on _____ date
Gordon Gaskill, Chairman