

PLANNING BOARD  
Meeting Minutes  
Thursday, September 24, 2015  
Judge Welsh Room  
6:30 P.M.

**Members Present:** John Golden, Grace Ryder-O'Malley, Brandon Quesnell, Ryan Campbell, and Jim Woods.

**Members Absent:** Mark Weinress

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

Chair Golden called the meeting to order at 6:32 pm.

**Public Comments**

There were no public comments

**Public Hearings**

**Case #FY16-03:**

**Application by Victor DePaolo requesting Site Plan Approval** pursuant to Article 2, Section 2320, High Elevation Protection District (A), of the Provincetown Zoning Bylaw, to construct a two family structure with associated site work at the property located at **164 Bradford Street Extension**.

Robin Reid, attorney, and Victor DePaolo, property owner, presented the application. They explained that the building was sited to minimize street side impact. This results in very little mass to the street. Also, it is sited to stay off the steeper slope toward the back of the lot. Retaining walls and exterior stairs will be made of stone. There is a significant planting plan. Part of the work, the front part of the lot, has already been started. Other than that, there is very little vegetation on the site. It will be densely vegetated when the project is done, with native species. It will create a very private site with all the plantings. Erosion control consists of silt fencing on the two downhill sides of the property. Mr. DePaolo is an experienced builder in this neighborhood and understands working in sand.

Regarding impact on the environment, this is part of a much larger plan that has already been through review with the state and the previous owner of title for this property gave up a portion of land directly behind this subject property the Conservation Commission. The plantings on the subject property will provide better habitat than what currently exists. There are no wetland resources nearby.

Ms. Ryder-O'Malley confirmed that the 4 parking spaces are two in the garage and two tandem spaces behind them. Ms. Ryder-O'Malley asked about access to Bradford street.

Attorney Reid stated that the property's shell driveway is off a dirt driveway that comes in from the back.

Mr. DePoalo stated that there will be no cut in the planted berm to Bradford Street, so no direct vehicular access to Bradford.

Attorney Reid noted that there were three curb cuts associated with this and adjacent lots, but Mr. DePoalo agreed to give them up so that the Town could do angled parking in front.

Mr. Woods visited the site and said that he was impressed with the handling of a difficult site. He asked about some big trees in the back of the site.

Mr. DePoalo stated that those trees are staying. He said that his intention is to do more scrub pines, blueberry trees, and beach grass like what he did on adjacent lots.

Ms. Ryder-O'Malley would like to see the site staked. She is concerned about the drop off in the back and where the driveway is going to be. Would like to see where the building is going to be, the stairs and the driveway.

Mr. Quesnell asked what was happening to the hill on the NE side.

Mr. DePoalo described that the stairs will be hidden in the hill. On the back of the lot, there are 2 retaining walls to hold back the hill.

Mr. Quesnell asked how will they deal with runoff

Attorney Reid stated they don't anticipate any pooling of water. The site is all sand, and the driveway is going to be shell and/or gravel.

Mr. DePoalo said they will have drywells at the downspouts coming off the roof.

Mr. Quesnell confirmed that all utilities will be underground.

Attorney Reid confirmed the utilities will be underground

Mr. Woods asked what is the elevation of this house in relation to adjacent homes

Mr. DePoalo responded that it's approximately the same finish floor elevation as other homes.

Mr. Golden agreed that a site visit was important.

The Planning Board agreed that staking the four corners of the house and the driveway opening would be sufficient, and they would do individual site visits.

Attorney Reid will contact the site engineer and let Ms. McPherson know when it's staked. Mr. DePoalo will meet them on site individually.

Mr. Campbell asked about lighting.

Mr. DePoalo stated it will be minimal lighting like the other houses he's done in the neighborhood. Motion sensors for outdoor fixtures, specs are included.

No public comment or letters were submitted.

Ms. McPherson described some of the requirements for Growth Management in that the applicant needs to verify less than 750 Cubic yards are being removed for excavation for the foundation, etc.

Attorney Reid said they would get this information certified from the engineer.

*Mr. Campbell moved to continue the hearing to October 8 at 6:30pm. Ms. Ryder-O'Malley seconded the motion. The motion passed unanimously.*

## **Work Session**

### **Discussion regarding Inclusionary Housing Bylaw and Incentive Zoning:**

The Planning Board welcomed members of the Community Housing Council (CHC) who introduced themselves as Donna Szeker, Chair, in addition to CHC members Susan Cook and Brenda Haywood. As these three members constituted a quorum for CHC, their meeting was called to order.

Ms. McPherson went section by section to familiarize the CHC members with the purpose, applicability, special permits and other specifics of the Bylaw. Ms. McPherson also discussed the intention of rolling §4800, Affordable Housing, into this Bylaw.

Ms. McPherson explained the goal of obtaining one unit (or funding in lieu) for each 5-unit development and partial payment for projects of 1, 2, 3, or 4 units.

Ms. Szeker asked where would the “in lieu” funds go?

Ms. McPherson explained it could go to the Affordable Housing Trust Fund or what the Financial Committee approves, but we do not know if the Middle-Income housing is included in this Trust Fund. It would not go into General Funds.

Mr. Rik Ahlberg of the Provincetown Banner, addressed the Board and asked why the threshold is set at 5 units.

Ms. McPherson explained it is a common number used by other communities. One of the reasons it is not lower (e.g., 4 or 3) then it becomes a financial burden on the project.

### **Discussion of Board member vacation schedules and quorums:**

Mr. Golden discussed difficulty getting quorums especially in the summer and he asked if we should consider one meeting per month in July and August. Ms. McPherson cautioned that one of the problems of having only one meeting per month is that because of statutory requirements, the Board must be able to act on cases in a timely manner because, if not, it becomes a constructive approval of the case.

The Board members discussed dates and objectives for future meetings including the Fall Town Meeting. The Board also discussed the Public Hearing scheduled on Tuesday Oct 13, 2015. The Board is planning to participate at Public Hearing at Board of Selectmen meeting scheduled Monday Oct 5 at 5pm at which will include the Condo Conversion Bylaw on the agenda.

Ms. McPherson discussed preparation of the Planning Board Report, which includes the Zoning Bylaw Amendments and General Bylaws, if they relate to land use.

**Meeting Minutes**

No previous meeting minutes were reviewed.

**Other Business:**

No other business was discussed.

*At 8:19 pm, Mr. Quesnell moved to adjourn the meeting. Mr. Campbell seconded. The motion passed unanimously.*

Respectfully submitted,  
Gloria McPherson, Town Planner

Approved by \_\_\_\_\_ on \_\_\_\_\_, 2016  
John Golden, Chair