



Building Committee

Building Committee Meeting Minutes
October 17, 2016 @ 5:30 pm
Caucus Room at the Provincetown Town Hall
Called to Order: 5:30 pm

Membership:

P	E	U	Name	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tom Coen, Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rick Murray, Vice Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Don Murphy	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Leif Hamnquist	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sheila McGuinness	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paul Kelly, Alt.	<input checked="" type="checkbox"/> Voting

(Note: **P** = Present **E** = Excused **U** = Unexcused)

These minutes are in brief format.

This meeting was filmed by Provincetown TV

Also Present:	
Richard Waldo, DPW Director	
Michael McKoen, KB by phone	

Order of Business:
1. Public Statements. (Committee members may, or may not respond).
2. Discussion of criteria for possible police station design at 16 Jerome Smith Road with architectural firm Kaestle Boos. (Votes may be taken).
3. Minutes of prior meetings. (Votes may be taken).
4. Other matters that may legally come before the Committee not known at the time of posting. (Votes may be taken).

Topic 1 – Public Statements

None.

Topic 2 - Discussion of criteria for possible police station design at 16 Jerome Smith Road with architectural firm Kaestle Boos

The Committee reviewed the latest design documents and made the following comments and recommendations.

1. Setbacks from effluent beds: Minimum setback for slab construction building (Sally Port) is 10 feet. Minimum setback recommended by the sewer engineers for the main building foundation is 25 feet.

Recommendation: verify the setbacks and move the building West / South, as necessary.

2. Police Parking: Proposed secure police parking is currently sited on the west side of the Jerome Smith parking lot. Public parking is eliminated entirely in that area and access to the current vehicle exit is blocked. This will force all private vehicles, including buses and RVs to enter and exit via what is now the entrance on the east side of the parking lot.

Recommendation: Move all of the police parking area to the Northwest area of the Jerome Smith parking lot and keep public parking and access to the exit in the Southwest area.

3. Public Parking for the Police Station: Public parking in front of the building will have a negative impact on traffic safety in an area that is already complicated and unsafe. It also paves over a significant portion of the site and detracts from the attractiveness of the building.

Recommendations: 1) Designate visitor parking area in the Southwest corner of the parking lot; and 2) add visual and sound alerts for pedestrians walking to the station, and exiting vehicles, when the sally

port door is opening.

4. Police Station setback from Jerome Smith Road: Assuming that items 1, 2 & 3 are implemented, there is an opportunity to make the building more visible on Jerome Smith Road.

Recommendation: Move the building closer to the 20 foot setback from Jerome Smith Road.

5. Replacement of trees and other green cover: Assuming that items 1, 2, 3 & 4 are implemented, there is an opportunity to enhance the “Green Way” along Route 6, as voted by Town Meeting.

Recommendation: Plant more mature native tree species to the rear of the police station, close to Route 6.

6. The south façade: As the most visible face of the building, it needs to make more of statement.

Recommendations: A portico, similar to previous designs, along the entire front of the building, with a walkway that is ADA compliant. In addition, there should be a prominent “Provincetown Police Department” sign on the building that is attractive.

7. Windows: The South and West elevations will both be very visible to the public. Both have significant “blank” space.

Recommendation: Add more window on the right side of the West elevation, and on the second floor of the South elevation.

8. Building height: Maximum building height for a public use building with a hip, gable or shed roof is 33 feet, excluding the cupola.

Recommendation: Need building height to be shown on the elevation drawings.

9. Police station visibility: The location of the station needs to highly visible to the public, especially visitors.

Recommendation: Incorporate a lighted outdoor sign that is visible, day and night, to drivers, pedestrians, and bicyclists on Route 6 and Shankpainter Road.

Topic 3 – Minutes of prior meetings

None.

Topic 4 Other business

None.

List of documents reviewed:

1. *Latest site plan, floor plans and elevations for a police station at 16 Jerome Smith Road.*

Next Meeting:	TBD
Adjourn:	7:30 pm
Minutes by:	Tom Coen

Approved by  on March 24, 2017
Thomas Coen, Chair