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SITE PLAN REVIEW COMMITTEE**April 4, 2012 - Minutes**

A meeting of the Site Plan Review Committee was called to order at 10:00 a.m. in Skaket Meeting Room at the Orleans Town Hall. **Departments Present:** George Meservey (Planning); Mark Budnick (Highway); Ericka Wood (Health); Robert Felt (Fire); Brian Harrison (Building); John Jannell (Conservation). **Absent:** Todd Bunzick (Water).

INFORMAL REVIEW: Cape Cod Five Cents Savings Bank, 19 West Road

David Michniewicz (Coastal Engineering Co.) explained modifications to increase the number of parking spaces allocated for the parking lot at the Cape Cod Five Cents Savings Bank located at 19 West Road. Michniewicz noted that the property is under a Development of Regional Impact approval through the Cape Cod Commission and the surrounding area has been permanently placed under a Conservation Restriction.

Comments:

Fire: Turning radiuses must be maintained for emergency vehicles.
Building: There is a concern with the idea of a walkway behind vehicles instead of in front.
Health: No Health Department comments.
Conservation: No Conservation Department comments.
Highway: Parking spaces are a concern.
Planning: Stormwater drainage must be handled adequate on-site.

Consensus: *There was a consensus that this application be reviewed as a Formal Site Plan after the applicant has a chance to contact the Cape Cod Commission as it is under a Development of Regional Impact.*

INFORMAL REVIEW: Joanne Liberles – Art Gallery, 148 Route 6A

Joanne Liberles explained the intent to change the use of 148 Route 6A from office to an art gallery and acknowledged the need to go through a Special Permit process under the Zoning Board of Appeals.

Comments:

Fire: The building is not required to have a sprinkler system but due to the value of art work that might be displayed, it is suggested that an adequate fire alarm system be installed.
Building: This is considered a business use which has a reduced occupancy. The handicapped access must be maintained.
Health: This is a change of use and must have a Title 5 inspection and a letter from an engineer or registered sanitarium stating that the flow is adequate for the intended use.
Conservation: There is an open Order of Conditions on the property with an extension which was granted a year ago. All outdoor changes will have to be filed with the Conservation Commission.

Highway: No Highway Department comments
Planning: The existing 6 parking spaces should be adequate for the intended use.

MOTION: On a motion by **Bob Felt**, seconded by **John Jannell**, the Committee voted to accept the Informal Site Plan for Joanne Liberles for the art gallery use proposed for 148 Route 6A.

VOTE: 6-0-0 The motion passed unanimously.

INFORMAL REVIEW: Friends Marketplace (c/o Jim Junkins), 57 Main Street

Jim Junkins was present for the discussion of the outdoor display of garden plants and supplies. It was noted that the outdoor area used for the display meets the demand for parking under the bylaw (there are 59 parking spaces available and only 42 are required). The fire lane has been designated and must be kept open at all time. Junkins stated that he cleans the storm drains regularly.

Comments:

Fire: The fire lane must be kept 18' wide and clear 24 hours a day for access by emergency vehicles, as stipulated by the Fire Chief.
Building: The fire lane should be striped and marked so it can be easily identified.
Health: The septic system must be reviewed and determined by an engineer to be adequate for the current flow. The garden area counts as part of the total retail area.
Conservation: Drainage must be contained on-site to avoid impacts in Bolands Pond.
Highway: Drainage must be contained on site as noted in the bylaws.

MOTION: On a motion by **Brian Harrison**, seconded by **Bob Felt**, the Committee voted to approve the outdoor garden display and the requirement of an 18' fire lane which must be clearly marked and kept open, as well as a septic inspection.

VOTE: 6-0-0 The motion passed unanimously.

APPROVAL OF MINUTES: March 21, 2012

MOTION: On a motion by **Bob Felt**, seconded by **Brian Harrison**, the Committee voted to approve the minutes of March 21, 2012 as amended.

VOTE: 6-0-0 The motion passed unanimously.

The meeting adjourned at **11:05 a.m.**

Respectfully submitted:



Karen C. Sharpless, Recording Secretary