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SITE PLAN REVIEW COMMITTEE

September 16, 2009 - 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); Bob Canning (Health); Brian Harrison (Building); Jennifer Wood (Conservation).
Absent: Robert Felt (Fire); Todd Bunzick (Water).

INFORMAL REVIEW: J. Bruce MacGregor, Trustee for Cape Commerce Nominee Trust, 27 Bay Ridge Lane

John O'Reilly (representative of the applicant) explained that the applicant, Bruce MacGregor was sent a letter from the Town Administrator's office expressing concerns with runoff from the property down Bay Ridge Lane. O'Reilly stated that MacGregor has been working to upgrade the property before receipt of the letter. The existing plan is to grade the property so around 80% of the property is level. O'Reilly stated that there is a paved curb cut on the side of Bay Ridge Lane as well as a grass swale to help control the runoff to contain it on-site. The proposed plan contains plans for a 4x2 large sized concrete block wall no higher than 6'. Some landscaping is proposed on the southern side of the line. There is a septic system in the rear of the house which the applicant intends to move toward the front of the house. O'Reilly stated they have identified a silt fence and hay bales along the front of the property. The applicant has proposed the construction of an apron and the addition of vegetation on the property. O'Reilly stated that the slope is 1½ to 1. O'Reilly stated his understanding that the building on Oak Ridge Lane is a single family home which will continue to be used in that manner.

Comments:

Building: All fill that is removed from the site must be identified as to its destination and the land must be vegetated within 6 months. Applicant must have a building permit for retaining walls over 4' high. Any walls holding back the equivalent of 10' of fill has to be engineered. All screening requirements must be met when the vacant parcel is developed. Buffer planting must be provided. Review and approval of the retaining wall may be required by the Old King's Highway Regional Historical District Commission

Health: There are variable soils which exist in this area.
Highway: 25-year storm drainage must be contained on-site and drainage calculations must be prepared by a professional engineer and provided to the town and shown on the Formal Site Plan. Soil conditions must be verified. Erosion control will be required during construction. Applicant must apply for a curb cut permit. Grading must bring runoff from the rear of the building to a large swale in the property, not onto adjacent properties.

Conservation: There are no conservation issues.

Planning:

Verification of a vegetation plan will be required for town records. A formal plan will be required to address the fill removal destination issue, verification of slope revegetation, storm calculations and soil conditions need to be verified and provided to the town, erosion control is required during construction, regrading to runoff to large swale. Storage is not an allowed use in the business district.

There was a consensus of the Site Plan Review Committee that this application will have to come back for a Formal Site Plan Review.

FORMAL REVIEW: Davis Financial Services, LLC (c/o Richard and Deborah Davis), 29 West Rd

Richard Davis explained a revised site plan showing trees in the rear, the parking lot has been moved to avoid the bent pipe and wheel stops have been provided. Davis stated that drainage has been constructed for the parking lot. Davis has proposed widening the curb cut and will obtain the necessary curb cut permit. Davis stated that the outdoor lighting will be provided by 50 watt bulbs and will point downward.

Comments:

Building: All exterior lighting must conform to the Orleans Lighting bylaw (shielded and pointed downward) and manufacturer tear sheets must be provided for town review and must be shown on the plan.

Highway: There are no highway issues.

Conservation: There are no conservation issues.

MOTION: On a motion by **Brian Harrison**, seconded by **Jenny Wood**, the Committee voted to approve the Site Plan for Davis Financial Services, LLC (c/o Richard and Deborah Davis) for property located at 29 West Road.

VOTE: 4-0-0 The motion passed unanimously.

APPROVAL OF MINUTES: September 2, 2009

MOTION: On a motion by **Brian Harrison**, seconded by **Jenny Wood**, the Committee voted to approve the minutes of September 2, 2009.

VOTE: 3-0-1 The motion passed by a majority. (Mark Budnick abstained)

The meeting adjourned at 10:30 a.m.

Respectfully submitted:



Karen C. Sharpless
Recording Secretary