

*Ed Darling ASST.*  
TOWN OF ORLEANS  
TOWN CLERKS OFFICE

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## SITE PLAN REVIEW COMMITTEE

October 7, 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); Bob Canning (Health); Bill Quinn (Fire); Brian Harrison (Building); Todd Bunzick (Water); Jennifer Wood (Conservation).  
**Absent:** Mark Budnick (Highway).

*Chief William Quinn made a disclosure that his father owns the building at 99 Route 6A and Chief Quinn has a controlling interest in the property and offered to recuse himself if anyone was aggrieved and did not want him to discuss or vote on this issue. There were no dissenting comments and Chief Quinn remained at the committee table.*

### INFORMAL REVIEW: Dave Holbrook & Katherine Nora, 99 Route 6A

Bob Dibble (acting as representative for the applicant, David Holbrook) explained a proposal to convert gallery space in a small building at 99 Route 6A which will include upgrades to the interior and exterior of the building including landscaping. Dibble stated that the building will only be used for retail sales and no craft work will be done within the building at 99 Route 6A.

#### Comments:

- |                      |   |
|----------------------|---|
| <b>Fire:</b>         | Fire extinguishers must be installed in the building.   |
| <b>Building:</b>     | All exterior building change will have to be reviewed and approved by the Architectural Review Committee. Building must be handicapped accessible including bathrooms if they will be made available for public use. The building must be ADA compliant.  |
| <b>Water:</b>        | The applicant has not proposed any changes to the water line. Reasonable access must be provided to the water meter at all times.   |
| <b>Health:</b>       | This property is served by a cesspool and a change of use would constitute an increase in sewage flow and will have to be addressed if there is a sale of the property. A change of property ownership would require an automatic upgrade to the septic system. The applicant can appeal to the Board of Health regarding the regulation requirements and may request that they consider granting relief. |
| <b>Conservation:</b> | There are no conservation issues.   |

**MOTION:** On a motion by **Brian Harrison**, seconded by **Bob Canning**, the Committee voted to waive the requirement for a Formal Site Plan Review for the property at located at 99 Route 6A.

**VOTE: 5-0-1** The motion passed by a majority. (Fire Chief Quinn abstained).

**INFORMAL REVIEW: McShane Construction Company (for the John P. Hinckley, Jr. Affordable Housing, Project), 257 Route 6A**

George Meservy explained that McShane Construction Company has applied for a 40B Affordable Housing project to be known as the John P. Hinckley, Jr. Affordable Housing Project, to be located at 257 Route 6A which requires Site Plan Review Committee review.

Sean Riley (Coastal Engineering Company, Inc.) and John McShane (McShane Construction Company) were present for the review of the Informal Site Plan Review application. Riley stated that the town issued an Request for Proposal for the 40B affordable housing project and McShane will proceed through the permitting and construction phases. Riley stated that due to financial constraints for condominium financing, McShane has proposed interior subdivision lot lines through an Approval Not Required application and the construction of four individual dwelling units (two 2-bedroom units and two 3-bedroom units). Riley explained that the septic system for the four dwelling units would be shared with a denitrifying system to 19 milligrams per liter. Riley informed the committee that 10 parking spaces will be provided. Riley stated that the 25-year storm drainage will be contained on-site and drainage calculations will be provided to the town and shown on the Formal Site Plan. Riley explained that an 18' wide access driveway will be constructed. Riley stated that East Cape Engineering has worked on the wetland delineation and it was noted that two of the buildings are located within the 100' wetland buffer area. Committee members noted that there are utilities located within the 50' wetland buffer area. Riley reported that there will be individual water, electric, telephone and gas provided for each dwelling unit. Riley noted that there will be common areas for use by all of the dwellings. Riley stated there are no easements on the lots. It was noted by the committee that the 40B project can obtain waivers from minimum frontage, lot size or shape factor. Riley stated that the septic system is rated for H-20. Riley stated that there is 14' of separation between the dwelling units. Riley stated that an 8" water main is provided for the site.

**Comments:**

- Fire:** Adequate access must be maintained at all times for emergency vehicles and ladder truck radius. A flared driveway with an easier curve would be more convenient for backing up emergency vehicles onto Route 6A, which may mean the removal of the existing tree and relocation of the existing telephone pole. Applicant was requested to consider relocating the parking area for ease of use by ambulances and to provide safety in case of children. Hydrants must be provided for the dwelling units. Smoke detectors and fire protection equipment must be installed in each of the dwelling units.
- Building:** Plans must be provided for the town records that meets the 7<sup>th</sup> edition codes. Building separation must meet the 7<sup>th</sup> edition of the building code.
- Water:** There are many separation conflicts with the water line which must be addressed and resolved. Adequate 5' separation must be provided between the utilities and the water line. Sean Riley will work with Todd Bunzick in the Orleans Water Department to resolve all water line issues. Route 6A is a state road and a road open permit must be obtained from the State of Massachusetts or they may require that the applicant push the water line underneath Route 6A which is expensive and time consuming.

- Health:** The septic system does not meet the septic regulations or the Nutrient Management Regulations and the applicant will require waivers for these issues. A letter from a Professional Engineer that the septic system is H2O rated and access over it is unavoidable. Applicant must adhere to the subsurface sewage regulations. Test holes have been drilled – two in the primary area and two in the reserve area. The water line conflicts with the sewer line. Board of Health relief will be required for this project.
- Conservation:** Applicant has stated there will be a grass lawn within 50' – 75' of the wetland buffer. Due to their proximity to the wetland buffer, the forsythias bushes must be changed to native species. Applicant must file for the project with the Conservation Commission under state regulations. Applicant must comply with all Conservation Commission requirements and must file all the appropriate forms, including a Notice of Intent. This application will be reviewed by the Zoning Board of Appeals and will be asking for waivers regarding its proximity to wetlands.
- Planning:** The applicant needs to provide a guardrail at the bottom of the driveway, preferably a heavy duty timber. Applicant must provide updated plans that show a resolution to all of the water line and other conflicts.

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

**APPROVAL OF MINUTES: September 16, 2009**

**MOTION:** On a motion by **Brian Harrison**, seconded by **Chief William Quinn**, the Committee voted to approve the minutes of September 16, 2009.

**VOTE: 5-0-1 The motion passed by a majority. (Todd Bunzick abstained)**

The meeting adjourned at **10:45 a.m.**

Respectfully submitted:



Karen C. Sharpless  
Recording Secretary