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## **SITE PLAN REVIEW COMMITTEE**

**June 16, 2010 - 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); Robert Felt (Fire); Brian Harrison (Building); Todd Bunzick (Water); Jennifer Wood (Conservation).

### **FORMAL REVIEW: Brewster Welding (c/o Wayne Garfield), 43 Finlay Road**

Dave Lajoie (FELCO, Inc) and the applicant, Wayne Garfield explained changes made to the previously submitted Site Plan for 43 Finlay Road. Lajoie described the changes to the front parking area including cutting the existing pavement where it currently collects roof and stormwater drainage and regrade it to through the use of trench drains to leaching basins on the east side of the building. A dumpster is planned on the southwest corner of the property. All exterior lighting will conform to the Orleans Lighting bylaw (shielded and pointed downward) and manufacturer tear sheets will be provided for town review and shown on the Formal Site Plan.

#### **Comments:**

<b>Fire:</b>	A lockbox must be provided for gates for the use of emergency personnel. Adequate access must be maintained for emergency vehicles.
<b>Health:</b>	The applicant has provided for a dumpster on the lot. The Reserve Area must be shown on the Formal Site Plan provided to the town. This is a reduction in flow for a total of four (4) employees. All previous conditions of approval are still in effect.
<b>Water:</b>	No comments
<b>Highway:</b>	Address stormwater drainage. Curb cut application needed.
<b>Conservation:</b>	No comments
<b>Building:</b>	All landscaping on the plan must be clearly delineated. All previous Site Plan provisions must be adhered to.
<b>Planning:</b>	

**MOTION:** On a motion by **Bob Canning**, seconded by **Bob Felt**, the Committee voted to approve the Formal Site Plan for Brewster Welding (c/o Wayne Garfield) for property located at 43 Finlay Road with the stipulation that the reserve area must be shown on the plan.

**VOTE: 7-0-0 The motion passed unanimously.**

## **INFORMAL REVIEW: MAHO LLC, 65 Old Colony Way**

*Bob Felt recused himself from sitting on the board and sat in the audience due to his status as an abutter on Old Tote Road.*

Todd Thayer and Stephanie Sequin (Ryder & Wilcox) presented an Informal Site Plan Review on behalf of Maho LLC for property located at 65 Old Colony Way (at the corner where it meets Old Tote Road). Sequin noted that the 1.3 acre vacant lot is located in the Limited Business District and has a topographical area that shows vegetative wetlands with a 100' buffer. The applicant has proposed an 8,100 square foot office building with 39 parking spaces including 3 handicapped spaces. Sequin stated that the main entrance has been proposed to be access off Old Colony Way with a secondary entrance off Old Tote Road. Sequin explained that there would be a loading area, additional parking spaces and a dumpster are will be provided behind the building. Sequin stated that the floor area ratio is 14% and impervious coverage will be 50%. Sequin explained the sewage flow for 5,600 square feet of lot area with a maximum daily effluent of 621 gallons per day.

### **Comments:**

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|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Health:</b>       | A classification determination must be made of whether this is a medical or office use. The building will not be exempt from the Nutrient Management Regulations. No floor drains are allowed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Water:</b>        | The water main must come in from Old Colony Way. A sprinkler room must be provided. All utilities and the utility room must be shown on the Formal Site Plan.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Highway:</b>      | Stormwater drainage must be contained on-site. All curb cuts and detailed contours must be shown on the Formal Site Plan.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Conservation:</b> | Applicant must comply with all stormwater regulations from the Department of Environmental Protection. A retention basin must be provided. This application must obtain Conservation Commission approval.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Building:</b>     | Applicant must obtain review and approval from the Architectural Review Committee. 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. Buffer plantings must be provided and shown on the site plan. Parking spaces must be delineated, marked and clearly shown on the ground and on the plan. The interior lot lines must be landscaped and a landscaping plan must be submitted to the town. A bicycle rack must be provided. 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. The building must have a fire sprinkler system. Due to the use of the building, parking requirements may change. |
| <b>Planning:</b>     | Applicant must comply with all buffer requirements and the property must be properly landscaped and a dumpster must be provided.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

### **Comments:**

Todd Thayer questioned whether there would be a provision for off street parking on Old Colony Way. Meservey responded that the town might be able to be flexible depending on the zoning bylaw requirements.

**Abutter Comments:**

**Bob Felt (Old Tote Road)** told the applicant's representatives that there have been perk problems on this site in the past. Felt requested that the applicant move the proposed building toward the residential property line to provide a sound barrier from traffic noises. Felt cautioned the applicant's representatives that Old Tote Road is a difficult road to navigate and requested that they put the curb cuts on Old Colony Way. Felt stated that the neighborhood abutters need to be notified of any public hearing on this application.

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

**APPROVAL OF MINUTES: May 19, 2010**

**MOTION:** On a motion by **Bob Canning**, seconded by **Mark Budnick**, the Committee voted to approve the minutes of May 19, 2010.

**VOTE: 6-0-1 The motion passed by a majority.** (Todd Bunzick abstained)

The meeting adjourned at **10:30 a.m.**

Respectfully submitted:



Karen Sharpless  
Recording Secretary