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For Official Use Only

SITE PLAN REVIEW COMMITTEE

September 1, 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 Mesurvey (Planning); Bob Canning (Health); Robert Felt (Fire); Brian Harrison (Building); Jennifer Wood (Conservation). **Absent:** Mark Budnick (Highway); and Todd Bunzick (Water).

INFORMAL: Doncroft LLC (d/b/a Northeast Tool Supply, Inc.), 19 Lots Hollow Road

Tim Brady (East Cape Engineering) acted as representative for Doncroft LLC (d/b/a/ Northeast Tool Supply, Inc.) in the application for a change of retail business from Atlantic Plumbing Supply to Northeast Tool Supply, Inc. on property located at 19 Lots Hollow Road. Brady explained that Northeast Tool Supply, Inc. currently has a shop off Rayber Road in Orleans for the sales of hand tools such as air compressors, nail guns, etc. Brady described changes proposed for the interior of the building such as enlarging the display area and reducing the storage area. Brady noted that the office area and the exterior of the building will remain the same as it currently exists. Brady explained that there is a failed septic system on the property which will be upgraded during the anticipated sale of the property. Brady gave an explanation of the current and anticipated parking situation to the rear of the property and noted that the 10 space parking area will be turned in a direction that is parallel to the power lines due to its location within onto the rear of the neighboring residential area on Nickerson Road. Brady has a dumpster located at the rear of the property. Brady described the landscaping between the building at the street which will remain.

Comments:

- Fire:** Adequate access must be maintained at all times for emergency vehicles. If there are gas powered tools, it may affect the fire suppression requirements for the building.
- Health:** For Title 5 purposes, this is considered to be retail to retail use. No floor drains are allowed. A new septic system and necessary components are required. It must be determined whether drainage is needed in the parking lot.
- Conservation:** No 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. Existing landscaping must be maintained. Any alterations fall under controlled construction which requires that an engineer or architect to be involved. The application will be reviewed by the Zoning Board of Appeals as a lot in two districts (Residential and Industrial).

Planning: Wheel stops have been provided.

MOTION: On a motion by **Bob Canning**, seconded by **Bob Felt**, the Committee voted to accept the plan prepared for Northeast Tool Supply by East Cape Engineering, Inc., dated August 12, 2010 as the Formal Site Plan pending submission of a corrected plan to amend plan notes.

VOTE: 5-0-0 The motion passed unanimously.

APPROVAL OF MINUTES: August 18, 2010

MOTION: On a motion by **Bob Felt**, seconded by **Brian Harrison**, the Committee voted to approve the minutes of August 18, 2010.

VOTE: 5-0-0 The motion passed unanimously.

The meeting adjourned at **10:12 a.m.**

Respectfully submitted:

A handwritten signature in cursive script that reads "Karen C. Sharpless". The signature is written in dark ink and is positioned above the printed name and title.

Karen Sharpless
Recording Secretary