

**SITE PLAN REVIEW COMMITTEE**  
**JULY 20, 2011 - Minutes**

K. DeLong, Asst  
 '11 SEP 21 10:50AM

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); John Jannell (Conservation). **Absent:** Todd Bunzick (Water).

**INFORMAL REVIEW: Leaside Construction Co., Inc. (c/o Gary Lee), 6 Cove Road**

Gary Lee explained the history of the building purchase and renovations which include a second floor apartment. Lee stated the septic system is approved for a two bedrooms and office space. Lee stated that Leaside Construction operates out of the first floor space. Lee commented that a prospective buyer would like to construct a second apartment and retain the first floor office / retail space.

**Comments:**

<b>Fire:</b>	The alarm systems must be tied together. Adequate emergency vehicle access must be maintained around the building at all times.
<b>Building:</b>	Building Codes regarding fire separation must be adhered to. The fire alarm system must be upgraded. Applicant must submit documentation showing the existence of adequate parking.
<b>Health:</b>	The septic system is approved with a variance for two bedrooms and 1,200 square feet of office or retail area. The septic system must be evaluated to see that it is adequate for the intended use. The office use cannot exceed 1,200 square feet.
<b>Highway:</b>	There are no Highway Department comments.
<b>Conservation:</b>	There are no Conservation Department comments.
<b>Planning:</b>	There is an access agreement between this building and the auto garage which cannot be blocked.

*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: "The Local Scoop" Ice Cream Shop (c/o Mary DeBartolo), 34 Route 6A**

Stephanie Sequin (Ryder & Wilcox) explained the proposal to purchase the Thayer's Flower Shop and convert it to an ice cream restaurant with 40 seats in the General Business District. Sequin stated there will be no change to the footprint of the building. Existing parking spaces will remain. There will be excavation for a new septic system. Sequin stated lot coverage calculations have been provided. Sequin stated the gross floor area is 14%. Sequin stated that 10 parking spaces are required for the proposed 40 seats. Sequin noted they are less than 10' from the sidelines. Green area has been provided. Employee parking to be provided in the rear of the property.

**Comments:**

<b>Fire:</b>	Emergency and exit lighting and pull stations must be provided. Emergency vehicle access must be provided at all times. A fire alarm system is required.
--------------	--

**Health:** Board of Health review and approval is required for the setback septic drainage issue. Interior plans require approval. Only paper utensils are allowed.  
**Highway:** There are no Highway Department comments.  
**Conservation:** There are no Conservation Department comments.  
**Building:** A floor plan must be submitted to the town. 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. Any exterior changes must be reviewed and approved by the Architectural Review Committee. A written agreement regarding employee parking must be submitted to the town.

**MOTION:** On a motion by **Bob Canning**, seconded by **Brian Harrison**, the Committee voted to approve the Formal Site Plan for "The Local Scoop" (c/o Mary DeBartolo) for property located at 34 Route 6A subject to:

1. A written agreement regarding parking for employees.
2. Resolution of septic-drainage setback issues related to state drainage.

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

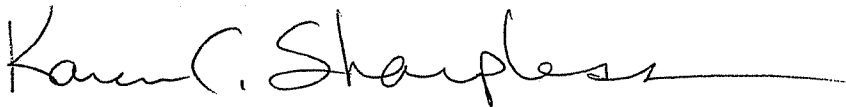
**APPROVAL OF MINUTES: July 6, 2011**

**MOTION:** On a motion by **Robert Felt**, seconded by **Brian Harrison**, the Committee voted to approve the minutes of July 6, 2011 as amended.

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

The meeting adjourned at **10:40 a.m.**

Respectfully submitted:



Karen C. Sharpless  
Recording Secretary