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SITE PLAN REVIEW COMMITTEE**June 6, 2012 - 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); Robert Felt (Fire); Brian Harrison (Building); Todd Bunzick (Water); John Jannell (Conservation). **Absent:** Mark Budnick (Highway).

INFORMAL REVIEW: In Stitches (c/o Susan Hall), 3 Namskaket Road

Susan Hall described her proposal to convert the upper floor of 3 Namskaket Road to a one-bedroom apartment with the continued use of the lower floor for a commercial use is a mixed use building. Hall stated there is a parking lot on upper level.

Comments:

- Fire:** There are new regulations for mixed use structures and under certain circumstances it may be a requirement that the residential portion of the building be sprinklered. It may also be required that a fire 2-alarm system be installed if there is no fire separation.
- Building:** The project must meet the latest code for new construction and may require that the building be fully sprinklered in the residential portion. Applicant should consult with an architect or engineer who works on commercial properties as this building would fall under the commercial code. This project would be considered a change of use under the Orleans Zoning Bylaws §164-32, due to the creation of a residential unit in a commercial building and would require review and approval by the Site Plan Review Committee and Architectural Review Committee. Screening may be required due to the residential and commercial use. The principle use must be commercial (with more square feet than the residential unit). Off street parking requirements must be met. 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. A second egress must be provided for the upstairs.
- Water:** The existing water line is sufficient for the proposed use, but the 1" water main may not be sufficient if a sprinkler system is required.
- Health:** The septic system installed in 1988 is large enough for office space but the addition of a one-bedroom apartment would mean the need for a new septic system to handle the flow. One septic system could be installed to serve the residential component as well as the commercial unit.
- Conservation:** No Conservation Department comments.

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 2, 2012

MOTION: On a motion by **Bob Canning**, seconded by **Bob Felt**, the Committee voted to approve the minutes of May 2, 2012.

VOTE: 5-0-1 The motion passed by a majority. (John Jannell abstained)

Discussion Item

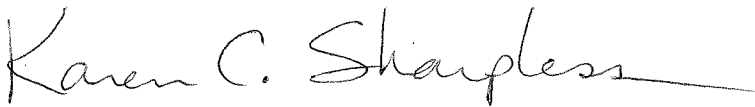
FITNESS REVOLUTION, 5 Namskaket Road

George Meserve informed committee members of traffic directional signs at Fitness Revolution that are opposite to what was approved at Site Plan Review Committee in 2006. George Meserve requested that the Fire Department give input on the traffic flow to see if it has the proper turning radius' needed for emergency vehicles.

ADJOURNMENT

The meeting adjourned at **10:25** a.m.

Respectfully submitted:

A handwritten signature in cursive script that reads "Karen C. Sharpless". The signature is written in dark ink and includes a long horizontal flourish at the end.

Karen C. Sharpless, Recording Secretary