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ORLEANS TOWN CLERK

## SITE PLAN REVIEW COMMITTEE

February 20, 2013 - 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); John Jannell (Conservation); Todd Bunzick (Water); **Absent:** Mark Budnick (Highway)

### **FORMAL REVIEW: Odd Fellows Fraternal Lodge 132 – 2 Namskaket Road**

David MacLean (Architect) stated all concerns from the Informal Site Plan have been addressed, including lighting locations and 20 parking spaces. MacLean stated the site has been utilized to the maximum extent maintaining the same curb cut. MacLean noted the design completely preserves the existing building in addition to meeting all codes including access, egress and ADA compliancy. MacLean stated all floors are accessible and the intent is to rent the main floor for community events.

### **Comments:**

- |                      |  |
|----------------------|--|
| <b>Fire:</b>         | The sprinkler and fire alarm systems need to be stamped.   |
| <b>Building:</b>     | Applicant will need to have a determination made on room use for upgrades to fire alarm in order to meet the building code. Parking calculations must be provided. Applicant may need a Special Permit from the Zoning Board of Appeals. Applicant may want to apply for a variance in case it is considered a new use, rather than an expansion of existing non-conforming use by Zoning Board of Appeals. 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. |
| <b>Water:</b>        | Two water lines are shown on the site plan (existing and new). Applicant has been informed that structures are not allowed to be built on top of a water line (it must either be relocated or sleeved).  |
| <b>Health:</b>       | No engineer information has been received regarding sewage flow calculations, as required. The septic system was installed about 7 yrs ago and the applicant must confirm that the water and sewer lines are at least 10' apart and must be shown on the site plan. All comments made at the Informal stage are still relevant. Commercial kitchen plans must be submitted to the Health Department as soon as possible for review. Applicant must show dumpster and bike rack locations on the site plan.   |
| <b>Conservation:</b> | Applicant has shown the Conservation Restriction on the site plan. The site plan must show the limit of work and type of fencing to be used during construction. No construction staging or overdig is allowed.  |
| <b>Planning:</b>     | Handicapped parking spaces must provide adequate maneuverability.  |

**Applicant must provide the following information:**

- Drainage calculations.
- 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. Drainage calculations
- Sewage flow calculations must be provided by an engineer showing compliance with the nitrogen management regulations.
- Dumpster location
- Bike rack location
- Fabric silk fence or construction fencing
- Water service must be relocated or sleeved and shown on the plan

Committee members expressed concern that septic system issues may change the site plan.

**MOTION:** On a motion by **Brian Harrison**, seconded by **Bob Felt**, the Committee voted to leave the site plan application open pending submission of required materials and information from the applicant .

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

**Approval of Minutes: February 6, 2013**

**MOTION:** On a motion by **Bob Canning**, seconded by **Brian Harrison**, the Committee voted to approve the minutes of February 6, 2013.

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

**Approval of Minutes: February 7, 2013**

**MOTION:** On a motion by **Bob Canning**, seconded by **Brian Harrison**, the Committee voted to approve the minutes of February 7, 2013.

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

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

Respectfully submitted:



Karen C. Sharpless  
Recording Secretary