



ORLEANS TOWN CLERK
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SITE PLAN REVIEW COMMITTEE

APRIL 17, 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); Brian Harrison (Building); John Jannell (Conservation) Todd Bunzick (Water); Tom Daley (DPW). **Absent:** Bob Canning (Health) and Robert Felt (Fire).

George Meservey welcomed Tom Daley (Department of Public Works Director).

INFORMAL REVIEW: BUNGALOW (C/O AMY BENZ) – 143 ROUTE 6A

Amy Benz explained her proposal for a change of use from an office to retail store for home furnishings for property located at 143 Route 6A. Benz stated she has applied for a Special Permit process through the Zoning Board of Appeals.

COMMENTS:

- Building:** Handicapped access will be needed for public access to the 2nd floor proposed retail area.
- Water:** Water Department will need to do a cross connection survey before the building is occupied.
- Conservation:** The Conservation Department has a good septic plan on the property from 1995. There is a well defined small bank near wetlands which fall under the jurisdiction of the Conservation Commission.
- Highway:** Handicapped parking spaces must be provided with clear signage and markings on the ground.
- Planning:** Applicant was encouraged to address issues at the Health Department before going before the Zoning Board of Appeals.

MOTION: On a motion by **Brian Harrison**, seconded by **John Jannell**, the Committee voted to waive the Formal Site Plan requirement for Bungalow (c/o Amy Benz) for property located at 143 Route 6A.

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

INFORMAL REVIEW: JIM O'BRIEN - 4 CHENEY ROAD

O'Brien stated he is in the process of trying to determine the types of uses that would be allowed for a building at 4 Cheney Road he is considering purchasing. O'Brien noted that the building has been used for a doctor's office on the 1st floor with a two bedroom apartment on the 2nd floor. O'Brien stated he has a law office in town that may consider moving into the building. Site Plan Review Committee members discussed some of the options O'Brien presented as uses for the building.

COMMENTS:

Building: There will be less issues for the applicant to deal with if the current types of uses in the building remain. If the two bedroom 2nd floor apartment is renovated to be two one bedroom apartments, there will be a number of building code issues the applicant may have to deal with including means of egress, fire separation, smoke detectors, fire sprinklers. One option was termed carry-out and the applicant was reminded of the town prohibition against fast food establishments. Parking requirements would have to be determined for the various type of use. 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 to the building would require 25-year storm drainage to 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. May require screening from residential properties.

Water: The existing water service is 1" pipe which provides for the current uses, but a fire sprinkler would require a possible increase in meter size or a larger water service.

Conservation: No Conservation Department comments.

Planning: Nutrient regulations could be a limiting factor on the type of uses for the building. All exterior changes would need to be reviewed and approved by the Architectural Review Committee.

There was a consensus of the Site Plan Review Committee that more information is required from the applicant for specific uses proposed for the building at 4 Cheney Road before the committee can determine the site plan requirements.

APPROVAL OF MINUTES: April 3, 2013

MOTION: On a motion by **Brian Harrison**, seconded by **Todd Bunzick**, the Committee voted to approve the minutes of April 3, 2013.

VOTE: 4-0-1 The motion passed by a majority. (Tom Daley abstained)

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

Respectfully submitted:



Karen C. Sharpless
Recording Secretary