



ORLEANS TOWN CLERK

C. May

'13 NOV 6 11:15AM

SITE PLAN REVIEW COMMITTEE

OCTOBER 2, 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; Bob Canning (Health); Robert Felt (Fire); Brian Harrison (Building); John Jannell (Conservation); Todd Bunzick (Water); Tom Daley (DPW).

INFORMAL REVIEW: Wilkinson Ecological Design (c/o Seth Wilkinson) - 28 Lots Hollow Road

David Lyttle (Ryder & Wilcox) described the Site Plan prepared for Seth Wilkinson showing existing conditions, drainage, and the location of a proposed septic system designed by Jason Ellis. Lyttle explained plans for irrigation for the plants and leach areas with catchbasins to collect stormwater runoff. Lyttle noted that a large area of the property is in the Industrial District and a smaller portion is in the General Business District. Lyttle described the type and proposed locations for business signs on the property. Lyttle stated that thick vegetation will be cut back to improve site distance and vehicle safety from the road. Meservey reminded Lyttle that the town's lighting bylaw is a General Bylaw with no grandfathering and the sunseting period has expired. 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. Lyttle stated that there is adequate access for emergency vehicles.

Seth Wilkinson stated that only interior changes are proposed for the building with no exterior changes. Wilkinson described the two divisions of the company: 1) Implementation and 2) Design and Permitting. Wilkinson described a proposed photovoltaic system to be located on the roof. Wilkinson gave a summary of the number of anticipated employees, customers and equipment intended for the property. Wilkinson described a proposed plant storage area and a new septic system to be installed. Wilkinson stated no changes are proposed for the area currently being leased to Agway. Wilkinson noted that an irrigation well is proposed. Wilkinson stated that all exterior lighting will conform to the Orleans Lighting bylaw (shielded and pointed downward) and manufacturer tear sheets will be provided for town review and shown on the plan as required by town bylaws. Wilkinson stated all equipment falls under 26,000 lbs and will be stored under the canopy. Wilkinson stated that no vehicles will be serviced or washed on-site.

Comments:

- | | |
|------------------|--|
| Fire: | Applicant has indicated no fertilizers are proposed to be stored on-site as most plants are native. No fuel is proposed to be stored on-site. |
| Building: | Contractors yard is allowed use in this district. All signage must have permits. 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. Applicant has stated there should be no runoff from plant waterings. |
| Water: | The water meter must always be accessible. |
| Health: | The property is exempt from the Nutrient Management Regulations. A permit must be obtained for the irrigation well. An engineer must confirm that septic system design conforms to the proposed use. Applicant has stated there will be no retail sales on-site. Herbicides and pesticides will be handled as required. |

Conservation: There are no Conservation Department comments.
Highway: Stormwater issues must be addressed.
Planning: Stormwater runoff must be contained.

MOTION: On a motion by **Robert Canning**, seconded by **Brian Harrison**, the Committee voted to approve the Informal Site Plan for Wilkinson Ecological Design to be located at 28 Lots Hollow Road pending receipt of a revised plan subject to the following:

1. Exterior lights must comply with the Orleans Lighting Bylaw.
2. Drainage calculations must be provided.
3. Flow direction for storm water must be provided.
4. Utilities must be shown on the site plan.

VOTE: 7-0-0 The motion passed unanimously.

APPROVAL OF MINUTES: AUGUST 21, 2013

MOTION: On a motion by **Robert Canning**, seconded by **Todd Bunzick**, the Committee voted to approve the minutes of August 21, 2013.

VOTE: 6-0-1 The motion passed by a majority. (Robert Canning abstained)

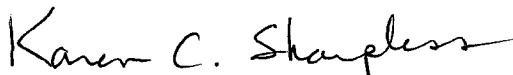
ADJOURNMENT

MOTION: On a motion by **Brian Harrison**, seconded by **Robert Canning**, the Committee voted to adjourn the Site Plan Review Committee meeting.

VOTE: 7-0-0 The motion passed unanimously

The meeting adjourned at 10:35 a.m.

Respectfully submitted:



Karen C. Sharpless
Recording Secretary

LIST OF HANDOUTS FOR OCTOBER 2, 2013:

- 1. *Wilkinson Ecological Design (c/o Seth Wilkinson)***
 - A. Site Plan Review Committee Application*
 - B. Letter from Seth Wilkinson entitled "Proposed Use 28 Lots Hollow Road, Orleans", dated September 25, 2013.*
 - C. Site Traffic Description and Vehicle Description*
 - D. Septic System Upgrade Plan prepared for Lots Hollow Realty Trust Construction & Investment Corp., dated July 30, 2013*
 - E. Sign pictures for Wilkinson Ecological Design*
 - F. Site Plan prepared for Wilkinson Ecological Design, dated September 25, 2013.*
- 2. *Site Plan Review Committee Minutes for Approval:***
 - A. August 21, 2013*

