



ORLEANS TOWN CLERK
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SITE PLAN REVIEW COMMITTEE

April 16, 2014 - 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); and Todd Bunzick (Water). **Absent:** Tom Daley (DPW).

INFORMAL REVIEW: Orleans Marketplace (Art Shanties), 116-118 Route 6A (Rear - off Old Colony Way

Todd Thayer and Peter Haig described a proposal for eleven 10 x 12 movable art shanties connected by a boardwalk to be open seasonally for use by local artists. Portable restrooms will be provided. Hours of operation still to be determined. Electricity will be provided for computer use and lighting, but no food or running water.

Comments:

Fire:	No Fire Department comments.
Building:	Plan specifications must be provided and area must be ADA accessible. Applicant will need to obtain Architectural Review Committee review and approval for aesthetics. A permit must be obtained for electricity. Zoning Board of Appeals review and approval will be required if there is a need for increased parking. 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.
Water:	All utilities must be shown on the Formal Site Plan.
Health:	The septic system for Noonie's Restaurant is located in the rear of the property in the approximate area where the art shanties are proposed – all components must be shown on the Formal Site Plan. A letter is required from an Engineer stating that the structural load will not adversely affect the components. No sale of food or drink to public is permitted.
Conservation:	There are no Conservation Department comments.
Planning:	No Zoning Board of Appeals relief is currently needed.

MOTION: On a motion by **Brian Harrison**, seconded by **Robert Felt**, the Committee voted to waive the Formal Site Plan requirement, contingent on submission of a plan showing the load over the septic system.

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

INFORMAL REVIEW: Orleans Marketplace (Music Performance Area), 130-136 Route 6A (Rear - off Old Colony Way

Todd Thayer, Peter Haig, and Kyle Parker (Hanson Productions) were present to describe the application for an open air performance art area, with a temporary stage, in the area near the existing farmer's market. Applicant has proposed fencing to be located around the perimeter of the property with four access points. Food sales are proposed. Zoning Board of Appeals review and approval is required for this application. The "Use" would be classified as amusement which is allowed in the district with a Special Permit from the Zoning Board of Appeals. This application is meant to coordinate with the Orleans Community Partnership goal of making Orleans the music capital of the Cape. Applicant proposed woodchips in the area, but the Fire Department explained why they are not very acceptable, due to heat generation causing fires and bugs such as gnats due to moisture.

Comments:

- Fire:** The Fire Department suggests a double gate opening on each side of the fence. A crowd manager may be required if crowd size is large. Adequate access must be provided at all times for emergency vehicles.
- Building:** The proposed temporary stage must be ADA compliant and may require building and electrical permits. 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. Architectural Review Committee review and approval will be required for all structures. Applicant will need to obtain a Special Permit from the Zoning Board of Appeals.
- Water:** No water supply is available for the site.
- Health:** All State and Federal food codes must be adhered to under the State Groundwater Discharge Program.
- Conservation:** There are no Conservation Department comments.
- Planning:** There is ample parking provided at the Marketplace site. The Site Plan Review Committee will recommend that the Zoning Board of Appeals revisit the property after 2-3 seasons to review the parking? Coordinate trees within the public layout with Dan Connolly (Tree Warden).

MOTION: On a motion by **John Jannell**, seconded by **Brian Harrison**, the Committee voted to waive the Formal Site Plan requirements and send a comment letter to the Zoning Board of Appeals suggesting that the application be reviewed after two full summer seasons to determine any issues.

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

INFORMAL REVIEW: C.B. Perkins Tobacconist (c/o Anil Diwan), 9 West Road

There was a consensus of the Site Plan Review Committee that no applicant appeared at the meeting to speak on behalf of this application and since there are questions that need to be answered by the applicant, the project will be reviewed at a future meeting.

APPROVAL OF MINUTES: March 19, 2014

MOTION: On a motion by **Robert Canning**, seconded by **John Jannell**, the Committee voted to approve the minutes of March 19, 2014.

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

APPROVAL OF MINUTES: April 2, 2014

MOTION: On a motion by **Robert Canning**, seconded by **John Jannell**, the Committee voted to approve the minutes of April 2, 2014.

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

The meeting adjourned at 10:34 a.m.

Respectfully submitted:



Karen C. Sharpless
Recording Secretary

LIST OF HANDOUTS FOR APRIL 2, 2014:

C.B. PERKINS TOBACCONIST (C/O ANIL DIWAN), 9 WEST ROAD

- *Site Plan Review Committee application packet with supporting materials*

ORLEANS MARKETPLACE, 110-120 ROUTE 6A (REAR – OFF OLD COLONY WAY)

- *Site Plan Review Committee application packet with supporting materials*

SITE PLAN COMMITTEE MINUTES

- *March 19, 2014*
- *April 2, 2014*

