



ORLEANS TOWN CLERK

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## **SITE PLAN REVIEW COMMITTEE**

**July 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); Brian Harrison (Building); Robert Felt (Fire); and Todd Bunzick (Water). **Absent:** John Jannell (Conservation) and Tom Daley (DPW).

### **INFORMAL REVIEW: Orleans Auto Body (c/o C&C Realty Trust), 46 Bay Ridge Lane**

Meservey stated for the record that the applicant received approval for the same project in 1999, but the alterations were never made. Timothy Brady (East Cape Engineering) described the proposal for a business office for an existing auto body shop.

#### **Comments:**

- Fire:** The required alarm system issues can be dealt with at permitting time. There are no additional Fire Department comments.
- Building:** There are no Building Department comments.
- Water:** There are no Water Department comments.
- Health:** Board of Health approval of the proposal is required. The previous permit has expired. No detailing wash water drainage is allowed to remain on site, it must be contained and disposed of offsite in a proper manner, not into the catchbasin. The Health Department will require a letter from the engineer regarding the proposed flow. The applicant has stated there will be no increase in the existing number of employees. Applicant needs to submit an updated plan, (the last one was submitted in 1999). Board of Health approval may be required.
- Planning:** Permission must be obtained for any use of town land. 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.

**MOTION:** On a motion by **Brian Harrison**, seconded by **Bob Canning**, the Committee voted to accept the Preliminary Site Plan for 46 Bay Ridge Lane, prepared for C and C Realty Trust, dated June 26, 2014 as the Formal Site Plan with the provision that all revisions meet Board of Health requirements.

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

### **INFORMAL REVIEW: Eleaser Harding Atwood, LLC (Owner) & Wilkinson Ecological Design (Tenant), 28 Lots Hollow Road**

Seth Wilkinson described existing conditions on a Site Plan for 28 Lots Hollow Road which have occurred since the original submitted plan dated December 15, 2013, such as grade changes, relocation of landscaping features and propane tank. Wilkinson stated the property is located in the General Business District and the Industrial District and has shared areas with Agway. Wilkinson stated that loading docks

and trailers were removed. Wilkinson noted that vegetation along Lots Hollow Road will be done in coordination with Dan Connolly (Tree Warden). Seth Wilkinson stated that new utility lines have been installed and the pavement has been patched.

**Comments:**

- Fire:** Adequate access must be maintained for emergency vehicles. The lockbox can be coordinated with the Fire Department.
- Building:** On-site trailers must be approved through Site Plan Review Committee and meet the new Orleans Zoning Bylaw requirements.
- Water:** It was noted that the generator has been located close to the water line.
- Health:** The septic system, manhole covers, reserve area and primary area must be shown on the site plan.
- Planning:** Landscaping must conform to the regulations and graded with soil improvement plants.

**MOTION:** On a motion by **Bob Canning**, seconded by **Brian Harrison**, the Committee voted accept the Existing Conditions Plan prepared for Eleazer Harding Atwood LLC (Owner) and Wilkinson Ecological Design, Inc. (Tenant), dated June 26, 2014. Provision must be made to deal with and stabilize any erosion on the exposed bank expeditiously. The trailer, septic system and leaching areas must be shown on an amended site plan and submitted to the town.

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

**APPROVAL OF MINUTES: April 16, 2014**

**MOTION:** On a motion by **Bob Canning**, seconded by **Todd Bunzick**, the Committee voted to approve the Site Plan Review Committee minutes of April 16, 2014.

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

The meeting adjourned at 10:31 a.m.

Respectfully submitted:



Karen C. Sharpless  
Recording Secretary

**LIST OF HANDOUTS FOR JULY 16, 2014 SITE PLAN REVIEW COMMITTEE:**

**Orleans Auto Body (c/o C&C Realty Trust), 46 Bay Ridge Lane**

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

**Eleaser Harding Atwood, LLC (Owner) & Wilkinson Ecological Design (Tenant), 28 Lots Hollow Road**

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

**SITE PLAN COMMITTEE MINUTES**

- *April 16, 2014*