



ORLEANS TOWN CLERK  
*C. May*  
'14 NOV 19 3:48PM

## **SITE PLAN REVIEW COMMITTEE**

### **September 17, 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); Chief Anthony Pike (Fire); Brian Harrison (Building); Todd Bunzick (Water). **Absent:** John Jannell (Conservation); and Tom Daley (DPW).

#### **FORMAL REVIEW: NAPA Auto Parts (c/o JFT Realty Trust - William C. Rugg, Trustee), 3 Nells Way**

David Michniewicz (Coastal Engineering Co.) and applicant, William Rugg presented revised site plans for the NAPA Auto Parts building located at 3 Nells Way. Michniewicz noted that an earlier plan was reviewed by the Site Plan Review Committee in February 2014. Michniewicz stated the applicants proposes the addition of 1,920 square feet of cold storage in the rear of the building including site improvements. Michniewicz described the lack of drainage and badly deteriorated pavement on-site. Michniewicz described proposed alterations to include angled parking on the side of the building, handicapped parking, and clockwise traffic patterns around the building, including the elimination of a curbcut used by tractor trailers for deliveries. Michniewicz noted that employee parking and trash storage will be provided in the rear. Michniewicz described a proposed retaining wall and noted a loading area on the west side of the building. Michniewicz acknowledged that the 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. Michniewicz stated that a new storage disposal system proposed.

#### **Comments:**

<b>Fire:</b>	There are no significant concerns from the Fire Department.
<b>Building:</b>	A landscape plan must be submitted for Old King's Highway and town records. A Special Permit from the Zoning Board of Appeals will be required to extend a commercial building into the Residential District. 10' setback requirements between green space and parking must be adhered to and may need relief. Handicapped access must be provided. A curb cut permit must be obtained. The project falls under controlled construction and must meet all requirements. Fire protection system comments will be forthcoming. 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.
<b>Water:</b>	All water service conflicts must be dealt with adequately, including utility conflicts.
<b>Health:</b>	Information regarding additional test holes for the septic system must be provided for town records. Hazardous materials must be contained and disposed of properly.
<b>Planning:</b>	The proposed retaining wall must be stabilized.

**MOTION:** On a motion by **Brian Harrison**, seconded by **Todd Bunzick**, the Committee voted to accept the Site Plan dated September 10, 2014 as the Formal Site Plan for NAPA Auto Parts provided the applicant coordinates all work done within the town layout and submits a Landscaping Plan for town records.

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

**APPROVAL OF MINUTES: September 3, 2014**

**MOTION:** On a motion by **Chief Anthony Pike**, seconded by **Brian Harrison**, the Committee voted to approve the minutes of September 3, 2014.

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

The meeting adjourned at 10:20 a.m.

Respectfully submitted:



Karen C. Sharpless  
Recording Secretary

**LIST OF HANDOUTS FOR SEPTEMBER 17, 2014:**

**NAPA Auto Parts (c/o JFT Realty Trust - William C. Rugg), 3 Nells Way**

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

**SITE PLAN COMMITTEE MINUTES**

- *September 3, 2014*