



ORLEANS TOWN CLERK

Jeffrey Higgins
23 MAY 17 10:43 AM

SITE PLAN REVIEW COMMITTEE

WEDNESDAY, MAY 3, 2023

Hybrid Meeting, Nauset Room, Orleans Town Hall @ 10:00 AM

A meeting of the Site Plan Review Committee was called to order in the Nauset Meeting Room at 10:00 a.m. at the Orleans Town Hall. **Departments Present:** George Meservey and Michel Solitro (Planning); Alexandra Fitch (Health); Greg Baker (Fire); Tom Evers (Building); John Jannell (Conservation); Todd Bunzick (Water) and Ronald Trudeau (DPW).

FORMAL REVIEW: Massachusetts Strength & Conditioning (c/o Chris Lemarco), 13 Commerce Drive

Chris Lemarco updated committee members on changes made to the site plan since the Informal Review on February 15, 2023. Lemarco stated there is an existing lockbox, but if the key can't be found, he will purchase a new one. 18+ parking spaces have been provided with cooperation with neighboring properties.

Comments:

- Fire:** For the safety of patrons, bollards are recommended.
- Building:** A Special Permit will be required for over 2,500 sf. A Building Permit will be required, as well as Controlled Construction. 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:** There are no Water Department comments.
- Health:** The Health Department received a Certificate from the engineer. A Certificate of Compliance is required for the installation of a new tank.
- Conservation:** There are no Conservation Department comments.
- Highway:** There are no Highway Department comments.

MOTION: On a motion by **John Jannell**, seconded by **Todd Bunzick**, the Committee voted to waive the Formal Site Plan for Massachusetts Strength and Conditioning (c/o Chris Lemarco) for property located at 13 Commerce Drive.

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

INFORMAL REVIEW: JP Construction, 14 Old Tote Road

Committee members were updated on an Informal Site Plan to create three apartments in an existing structure according to an architect and surveys, no alterations are proposed for the exterior structure or setbacks.

Comments:

- Fire:** Bollards are suggested for safety. Lockboxes must be individually provided – a master key would be preferable. Apartment numbers must be clearly identified.

- Building:** A Special Permit will be required from the Zoning Board of Appeals. Applicant must adhere to §164-31 regarding apartment development. Applicant must adhere to §164-34 regarding parking regulations. Fire sprinklers are required. 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 and water lines underground and above ground must be shown on the site plan. Backflow prevention must be installed. All meters must be installed in an area that is easily accessible.
- Health:** The existing septic system is approved for 270 gpd, but the property will be required to hook up to the pending sewer system. Applicant will need to request an increase in flow from the Board of Water and Sewer Commissioners, and then the old system will have to be abandoned.
- Conservation:** There are no Conservation Department comments.
- Highway:** Documentation from an engineer for septic flow must be provided to the town.
- Planning:** 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. All exterior changes must be reviewed and approved by the Architectural Review Committee.

Consensus: There was a consensus of Site Plan Review Committee members that this application will have to come back for a Formal Site Plan Review.

APPROVAL OF MINUTES: April 19, 2023

MOTION: On a motion by Todd Bunzick, seconded by Ronald Trudeau, the Site Plan Review Committee voted to approve the minutes for February 15, 2023.

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

ADJOURNMENT

MOTION: On a motion by John Jannell, seconded by Todd Bunzick, the Board voted to adjourn the Site Plan Review Committee meeting at 10:25 a.m.

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

Respectfully submitted:

Karen C. Sharpless
Recording Secretary

LIST OF HANDOUTS:

INFORMAL REVIEW: JP Construction, 14 Old Tote Road

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

FORMAL REVIEW: Massachusetts Strength and Conditioning, 13 Commerce Drive

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

SITE PLAN REVIEW COMMITTEE MINUTES:

- *Site Plan Review Committee minutes for April 19, 2023*

