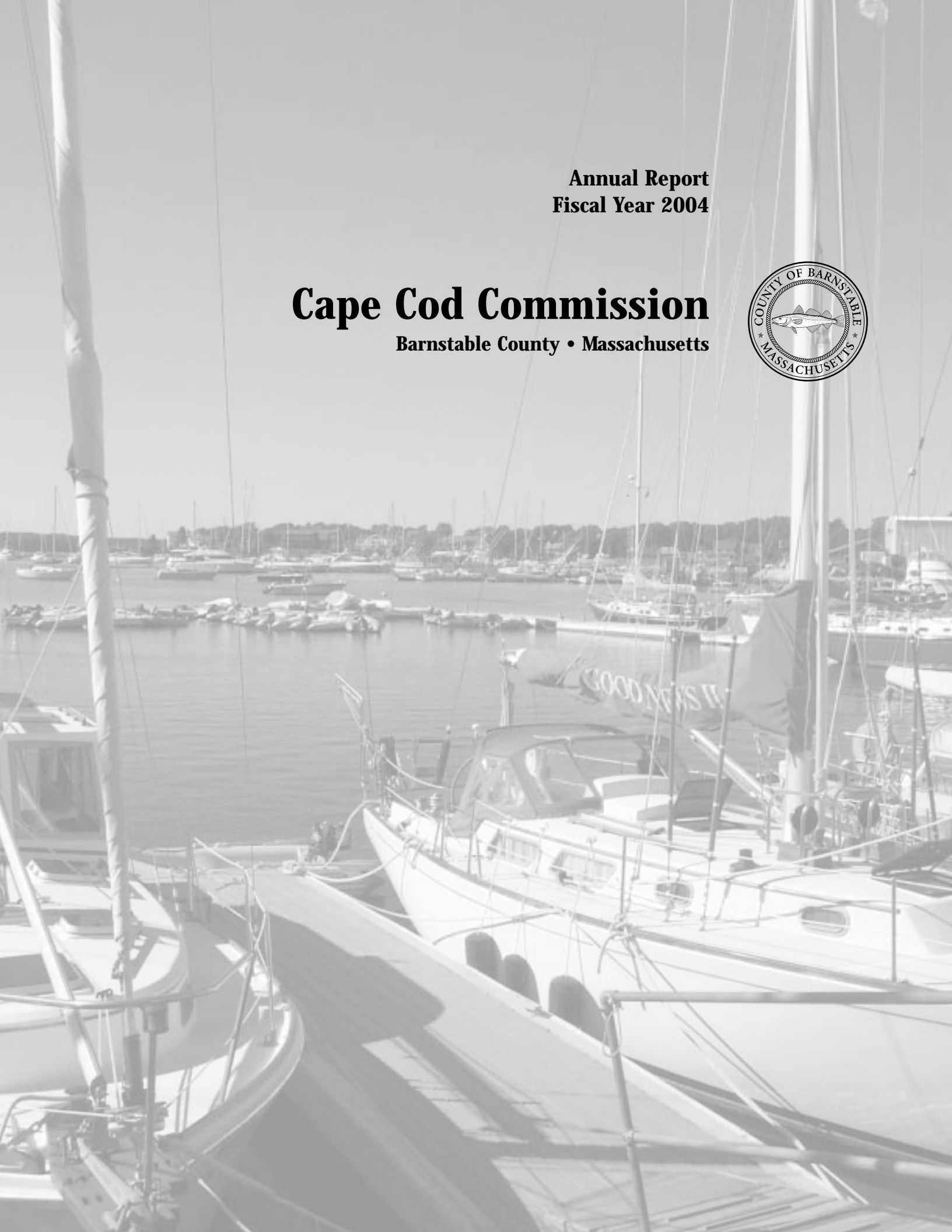


**Annual Report
Fiscal Year 2004**

Cape Cod Commission
Barnstable County • Massachusetts



Cape Cod Commission
Fiscal Year 2004
(July 1, 2003 through June 30, 2004)

Susan Kadar, Chair
David Ansel, Vice Chair
Alan Platt, Secretary

Appointed Representatives:

Barnstable David Ansel
Bourne Robert D. Deane (until 9/1/03), then John Johnson
Brewster Elizabeth Taylor
Chatham Catherine Frazer
Dennis Brad Crowell
Eastham Ian Aitchison
Falmouth Henry F. Owens III (until 10/14/03), then Jay Zavala
Harwich Lawrence Cole
Mashpee Ernest Virgilio
Orleans Frank Hogan
Provincetown Len Stewart (until 4/28/04), then Roslyn Garfield
Sandwich Robert S. Jones
Truro Susan Kadar
Wellfleet Alan Platt
Yarmouth Thomas Broidrick
County Commissioner William Doherty
Minority Representative John Harris
Native American Representative Mark Harding
Governor's Appointee Herbert Olsen

Cover: Red Brook Harbor, Bourne – One of the coastal embayments whose water quality is under study as part of the Massachusetts Estuaries Project.

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A Message from the Chair and the Executive Director

Managing population growth and land development continues to be a challenge for Cape Cod communities. Land use planning, improved zoning, and infrastructure enhancements remain high priorities for the region. In Fiscal Year 2004, the Cape Cod Commission provided many new services to respond to these needs, which are outlined in subsequent sections of this report. Significant new work focused on the coordination of regional wastewater management planning and implementation activities; emergency preparedness and pre-disaster mitigation planning related to natural hazards; coordination of several new regional land use studies, including one on land-based wind energy development and one on growth of the communities surrounding the Massachusetts Military Reservation; and planning for improved public transportation on the Outer Cape.

The Commission continued to support activities begun in previous years, such as revitalization efforts for downtown areas, coordination of affordable housing programs, and transportation and water-quality studies. The Commission also continued its collaboration with the regional planning agencies for Martha's Vineyard and Nantucket.

Three Commission members resigned from their posts this year: Robert D. Deane from Bourne, Henry F. Owens III from Falmouth, and Len Stewart from Provincetown. We extend our respect and thanks to these individuals, as well as to those who continue to serve. To respond to periodic changes such as these, we developed a new brochure to describe the roles and responsibilities of town-appointed members; it is our belief that this brochure will better inform applicants and their appointing boards of the significant contribution citizens can make by serving as members of the Cape Cod Commission.

A closing, personal note from this year's chair: It has been a privilege to work with Cape Cod Commission staff; they are, without exception, dedicated professionals. It has been a special year for this chair. Many thanks for all help received from the staff and from members of the Commission.



Susan Kadar
Chair, Fiscal Year 2004
Truro Representative, 2000–present



Margo Fenn
Executive Director
Cape Cod Commission

Program Highlights

Barnstable County's planning and land use regulatory agency, the Cape Cod Commission, provides regional services and serves as a coordinator of many projects and activities that affect all of Barnstable County. Activities involve land use planning, promotion of affordable housing, demographic and economic data analyses, economic development programs, geographic mapping and data analyses, historic preservation, marine and coastal resource protection, preservation of open space and natural resources, transportation planning and analyses, solid and hazardous waste management, and water quality and water supply protection.

The Cape Cod Commission is charged with reviewing and regulating Developments of Regional Impact (DRIs) for all 15 communities of Barnstable County. The Commission is also charged with recommending designation of Districts of Critical Planning Concern (DCPCs), which allow communities to protect resources of significant regional value through special regulatory and planning processes. In addition, the Commission is charged with preparing and overseeing the implementation of the Regional Policy Plan, the set of planning policies and objectives that guide development on Cape Cod.

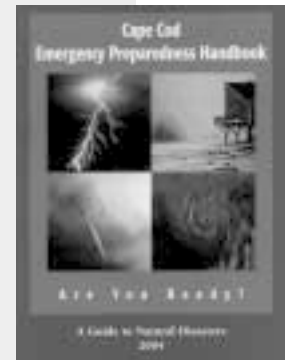
Representation on the Cape Cod Commission provides each Cape town with opportunities to participate in setting regional policy and advocate for the town's interests in land use planning. Commission membership involves each town in regulatory and funding matters at regional, state, and federal levels.

Planning, Community Development, and Regulatory Program

In Fiscal Year 2004, the Cape Cod Commission continued its work on a variety of growth management and land use planning efforts. Several new grant-funded initiatives took center stage, including planning for natural disasters and hazards, land-based wind energy, and land use near the Massachusetts Military Reservation.

■ New Regional Services

The Commission published and distributed the **Cape Cod Emergency Preparedness Handbook: A Guide to Natural Disasters** as one of the projects of the three-year Project Impact Cape Cod grant that concluded this year. The 32-page handbook is the first of its kind published for the region, providing information to prepare residents and visitors for hurricanes, floods, winter storms, tornadoes, heat waves, wildfires, and more. The publication was produced collaboratively as a public service by the American Red Cross-Cape Cod Chapter, Barnstable County AmeriCorps-Cape Cod, Barnstable County Fire Chief's Association, Barnstable County Sheriff's Office, Cape Cod Animal Emergency Coalition, Cape and Islands Emergency Medical Services System, Centerville-Osterville-Marstons Mills Fire Department, Cotuit Fire Department, and Harwich Fire Department. The handbook is available online at www.capecodcommission.org/projectimpact/handbook.htm.



The Commission coordinated a new regional **Natural Hazards Pre-Disaster Mitigation Plan for Barnstable County** and provided support for local pre-disaster mitigation planning to identify specific hazards that are common to the communities of Barnstable County, to understand specific locations where the region is vulnerable to them, and to establish a mitigation strategy to reduce the risks associated with them. The project will satisfy requirements under the federal Disaster Management Act of 2000 that such plans be completed by November 2004 to make the region and Cape towns eligible for Federal Emergency Management Agency (FEMA) funds that are made available after a disaster is declared.

The Commission and Barnstable County's Cape Light Compact secured a grant from the Massachusetts Technology Collaborative (MTC) for a new regional **Land-based Wind-Energy Suitability Study**. The study aims to help Cape communities plan for land-based distributed energy-generation facilities, specifically land-based wind-turbine development. The project has three components: (1) the creation of a map to identify areas suitable for locating distributed wind-energy facilities in Barnstable County; (2) an assessment of distributed wind-energy technologies to establish their scale, application, and potential impacts; and (3) the development of a model bylaw to provide a framework for towns to create local regulations to accommodate uses of this kind and to provide a tool to understand this complex technology. The Assessment of Distributed Generation Technology report (available online at www.capecodcommission.org/windenergy/) was completed in June 2004, and the suitability map and model bylaw are available for public comment.

Local and regional planners, local officials, and military personnel launched a new **Joint Land Use Study** for the communities surrounding the Massachusetts Military Reservation to determine how growth and development have affected military operations and vice versa. The US Department of Defense funded the year-long study, with an in-kind match from the planning departments in the four affected Cape towns (Bourne, Falmouth, Mashpee, and Sandwich). The Commission is helping to coordinate the effort, which is supervised by a policy committee composed of elected officials and military personnel, and a technical advisory committee composed of military technical staff and local and regional planners.

■ Ongoing Regional Services

The Commission continued to provide assistance to Cape Cod towns developing, updating, and implementing their **Local Comprehensive Plans**. The Commission has also provided technical support for the **revitalization of village centers**, including Buzzards Bay in Bourne, Main Street in Hyannis, and Dennisport in Dennis.



Revitalization of Buzzards Bay, Bourne

The Commission continued to serve in a coordinating role for Cape towns in **land protection** work, supporting local Land Bank committees and requiring permanent protection of open space as mitigation for approved Developments of Regional Impact (DRIs; see below). In addition, the Commission again this year coordinated Barnstable County's **Cape Cod Pathways** program, assisting towns with their efforts to create links to the walking trail network and hosting public events that highlight the beauty of the region and the need to protect the Cape's scenic and natural areas for future human enjoyment and ecological benefits.

The Commission continued to provide staff support for the **Sustainability Indicators Council**, a group of 26 community leaders who oversee development of sustainability indicators as tools to assess environmental, social, and economic conditions in the region.



Long Pond (now Fontaine) Medical Center, Harwich

The Commission issued regulatory decisions on 10 **Developments of Regional Impact** (DRIs; see descriptions in the table on the following page) and reviewed about 45 other proposals in Fiscal Year 2004. The proposals included transportation, wastewater management, solid waste management, and health-care facilities; supermarkets and retail establishments; telecommunications and energy-generation projects; self-storage facilities; beach and coastal resource projects; educational institutions; residential and commercial subdivisions; and more. The conditions the Commission placed on approved DRIs and other regulatory decisions brought many benefits to Cape communities; examples are provided in the "mitigation" column of the accompanying table. The Commission also continued to address regulatory matters related to previously approved DRIs; generally the work entailed follow-up action on compliance issues or project changes.

The Commission also continued to **revise and update existing regulations**. This year, Barnstable County (the Cape Cod Commission, Assembly of Delegates, and County Commissioners) approved a change to the DRI Enabling Regulations for a new category of hardship exemption ("projects of community benefit") and a change to the Regional

Policy Plan's definition of "hazardous material." The Commission approved amendments to the Administrative Regulations to make language changes in the fee schedule more consistent with other agency regulations and to clarify fees related to post-decision DRI monitoring, escrow accounts, and fee-waiver requests. The Commission also worked on two new technical bulletins to support the regulatory process: *DRI Guidelines for Analysis of Affordable Housing Needs Generated by Commercial Development* and *DRI Economic Development Technical Bulletin*.

Development of Regional Impact (DRI) Decisions in Fiscal Year 2004

PROJECT NAME & LOCATION	DESCRIPTION	TYPE & DATE OF DECISION	SAMPLE OF REQUIRED MITIGATION
Shellback Way Realty Trust/ Brynwood Associates Route 151 & Old Barnstable Road Mashpee	Seven-lot commercial subdivision	Procedural denial 08/14/03	(none)
Rectrix Aerodrome Center Barnstable Municipal Airport Barnstable	Construction and operation of a 43,752-sq.ft. hangar building for five or six private jets	DRI Exemption approval 09/11/03	(none)
Adventure Isle MacArthur Boulevard Bourne	Demolition of existing building and construction of a new 23,452-sq.ft. amusement center	DRI approval with conditions 10/23/03	<ul style="list-style-type: none"> • 120,663-sq.ft. on-site open-space deed restriction • \$37,745 to encourage transportation alternatives • \$112,425 for transportation improvements • Upgrades to wastewater and stormwater management
Falmouth Hospital Medical Pavilion Ter Heun Drive Falmouth	Construction of a three-story, 63,350-sq.ft. addition	Hardship Exemption approval with conditions 10/23/03	<ul style="list-style-type: none"> • \$650,000 for intersection improvements • Trip-reduction plan
Cape Cod Healthcare/Long Pond Medical Facility Long Pond Drive Harwich	12,000-sq.ft. expansion of existing health-care facility	Hardship Exemption approval with conditions 01/22/04	<ul style="list-style-type: none"> • Two acres or \$60,000 for open space • \$13,800 for transportation improvements • Trip-reduction plan • Denitrifying septic system • Stormwater upgrades • New three-year sliding-scale fee program (up to \$180,000 value) for income-qualified self-paying patients
WHOI Campus Core Redevelopment Project Quissett Campus, Woods Hole Road Falmouth	Construction of two new science buildings and additions to an existing science building and the energy plant	DRI approval with conditions 02/05/04	<ul style="list-style-type: none"> • 10.76-acre open-space conservation restriction • \$19,785 for transportation improvements • New wastewater treatment facility • New drainage • \$25,000 for hydrogeological study • \$4,800 for nitrogen management for Oyster Pond
Wianno Club West Bay Road Osterville (Barnstable)	Reconfiguration of lot lines to convey ownership of a 9,000-sq.ft. parcel to an abutter	DRI Exemption approval 03/04/04	(none)
Bourne Integrated Solid Waste Management Facility MacArthur Boulevard Bourne	Major modification to allow the facility to accept municipal solid waste and municipal combuster ash	Major modification (to a DRI approved in 2000) approval with conditions 03/04/04	<ul style="list-style-type: none"> • Additional groundwater monitoring • Annual reports to Cape Cod Commission • No hazardous materials, motor vehicles, liquid/gaseous materials, radioactive materials, medical waste
Heritage Museums & Gardens 67 Grove Street Sandwich	Reconfiguration of lot lines to create a new, 49,965-sq.ft. buildable lot	DRI Exemption approval 03/18/04	(none)
Sprint Spectrum Northern Paving site Dennisport (Dennis)	Construction of 100-ft. tall monopole wireless communications tower	DRI approval with conditions 06/24/04	<ul style="list-style-type: none"> • Limits on height, design, lighting, reporting, hazardous materials, space for town communications systems

Affordable Housing

Since 1990, the Cape Cod Commission has recognized the critical relationship that exists between land use and affordable housing policies. The Commission works cooperatively with many partners in the region and coordinates the Barnstable County HOME Consortium to attract federal and state funds to Cape Cod.

■ New Regional Services

According to the Cape Cod and Islands Coordinating Council for the Homeless, 1,733 persons were counted as homeless on Cape Cod, Martha's Vineyard, and Nantucket in April 2004. Of that total, 1,041 were individuals (554 were in shelters, 296 were in motels, and 191 were on the street), and 692 were persons in families with children (275 were in shelters, 164 were in motels, and 253 were on the street). The US Department of Housing and Urban Development has strongly encouraged regions around the country to develop a **Ten-Year Plan to End Homelessness**, with an emphasis on ending chronic homelessness. The planning effort in this region was coordinated by the Leadership Council to End Homelessness on Cape Cod and the Islands, which includes representatives from many local, regional, and state agencies and social service and housing organizations. The Cape Cod Commission's affordable housing specialist played an active role this year in the leadership council to establish the planning process and help draft the ten-year plan.

Barnstable County created a new, two-year **housing development specialist** position (to begin in Fiscal Year 2005) to provide technical assistance to towns and local housing authorities for the production of affordable housing, including new construction, adaptive reuse of existing buildings, and legalized accessory units. The position reports to and works with the Commission's affordable housing specialist.

■ Ongoing Regional Services

Through the **Barnstable County HOME Consortium's HOME Program**, 18 rental and 12 ownership units were completed in Fiscal Year 2004. In addition, 158 rental and 38 ownership units are under construction, and commitments to other projects will create another 64 rental units. Also this year, 30 low-income, first-time home buyers received loans totaling \$243,089 under the consortium's **Down Payment Closing Cost Assistance Program**. Six low-income households received loans totaling \$49,374 for repair work under the **Homeowner Repair Program**.



Affordable housing on Finlay Road in Orleans

The Cape Cod Commission continued to administer the **Soft Second Loan Program**, which reduces loan costs and interest rates and subsidizes interest payments. This year, the program secured \$150,000 in state funds and made home ownership possible for 13 low-income, first-time home buyers.

The Cape Cod Commission continued to provide a **Technical Assistance Program (TAP)** to help local housing authorities, housing nonprofit organizations, and Cape towns in the areas of capacity building, resource development, and short-term strategic planning. In Fiscal Year 2004, the towns of Bourne, Harwich, Mashpee, Sandwich, and Yarmouth received TAP awards (generally \$3,000 each), as did the Barnstable Housing Authority, Wellfleet Housing Authority, Mashpee Affordable Housing Trust, and Habitat for Humanity.



Affordable assisted living facility at the site of the former Barnstable County Hospital, Pocasset (Bourne)

In 2002 Barnstable County appropriated \$500,000 from Fiscal Year 2001 surplus revenues for affordable housing efforts. The Cape Cod Commission is responsible for administering \$450,000 of the **Barnstable County Affordable Housing Funds**: \$400,000 for rental housing development subsidies and \$50,000 for technical assistance to towns. The \$400,000 portion has been committed to six rental development projects that will create 125 affordable units:

- Harry Kemp Way, Provincetown – Construction of four one-bedroom rental units by the Lower Cape Cod Community Development Corporation
- Falmouth Road, Hyannis – Construction of 14 two- and three-bedroom rental units by the Housing Assistance Corporation
- Nelson Avenue, Provincetown – Construction of six one- and two-bedroom rental units by the Community Housing Resource in partnership with the Housing Land Trust of Cape Cod
- 704 Main Street, Falmouth – Redevelopment to create 58 rental units (44 of which are affordable) by the Falmouth Housing Corporation
- Sisson Road, Harwich – Rehabilitation of an existing structure and new construction to create 13 rental units (10 of which are affordable) by the Harwich Ecumenical Council for the Homeless
- Lake Street, Chatham – Construction of 47 rental units by the Community Builders in partnership with the Chatham Housing Authority

The Commission's affordable housing specialist updated an **Inventory of Chapter 40B Comprehensive Permits** throughout Barnstable County. As of September 2003, the study showed:

- Thirty-four percent (34%) of the Cape's affordable housing units have been produced through the Comprehensive Permit process.
- Sixty-four percent (64%) of the units in the Cape's 40B developments are affordable.
- Of the units produced under 40B, seventy-two percent (72%) have been rental and twenty-eight percent (28%) have been ownership.
- The median 40B project size is sixteen (16) units; the average size is twenty-six (26) units.
- Forty-eight (48), or sixty-eight percent (68%), of the seventy-one (71) Comprehensive Permit developments built or under construction as of September 1, 2003, have occurred in Barnstable, Dennis, Falmouth, and Sandwich.

Economic Development

The Cape Cod Commission began work on a new technical bulletin focusing on economic development impacts from proposed commercial developments. The agency also continued its role as coordinator of the annual Comprehensive Economic Development Strategy for the region. Both activities were reinvigorated when the Commission filled the vacant position of economic development officer in November 2003.

■ New Regional Services

The Cape Cod Commission periodically develops technical bulletins to ensure consistent and more predictable regulatory reviews of Developments of Regional Impact (DRIs). The bulletins serve to formalize practices and ensure that those practices reflect the goals and standards of the Regional Policy Plan. In Fiscal Year 2004, an *ad hoc* committee of the Commission guided the preparation of a new technical bulletin entitled **DRI Economic Development Technical Bulletin**, which will help the Commission gather information to better understand and assess economic impacts about commercial proposals. The Commission sought and received commentary from economic development professionals and several attorneys for local developers while preparing the bulletin.

■ Ongoing Regional Services

The Commission prepared the annual **Comprehensive Economic Development Strategy** (CEDS) for Cape Cod, a collaborative, regional planning process that keeps Cape towns eligible for funds from the Economic Development Administration (U.S. Department of Commerce) for public works and planning projects related to economic development. The Commission, as the regional planning agency, leads the CEDS process, while Barnstable County's Cape Cod Economic Development Council (EDC) serves as the CEDS advisory committee. Municipalities, local chambers of commerce, and many regional organizations

involved in economic development contribute to the planning process and the resulting report. Current strategic goals include increasing awareness of economic development issues in the region, supporting the development of a skilled workforce and outstanding training and educational opportunities, building a vibrant economy on strong traditional and emerging economic clusters, supporting an economy that benefits all residents and preserves a healthy natural environment, encouraging an integrated transportation and communications infrastructure in keeping with the character of Cape Cod, and supporting a top-notch, affordable health-care system. Current CEDS information is online at www.capecodcommission.org/econdev/CEDS/.



Cape Cod Hospital, Hyannis

The Commission continued to provide help with **demographic and economic data research and analyses**, answering inquiries from businesses, government agencies, students, the press, and the general public.

Geographic Information System

Originally intended to support Barnstable County programs, the Cape Cod Commission's storehouse of Geographic Information System (GIS) data has become a valuable asset now shared with Cape towns, often saving municipalities the expense of hiring consultants to develop their own data. By keeping software, equipment, and data current, the Commission's GIS operations continue to support the county's programs and to assist Cape towns, nonprofit agencies, and businesses.

■ New Regional Services

Most GIS projects involve some degree of data creation or update, but the Commission's staff focused on several thematic "layers" in Fiscal Year 2004. The Commission completed **zoning district updates** for each Cape town through a new grant from the Massachusetts Executive Office of Environmental Affairs. The work involved making zoning layers current and enhancing attributes within the database by adding tables and information about bylaws.

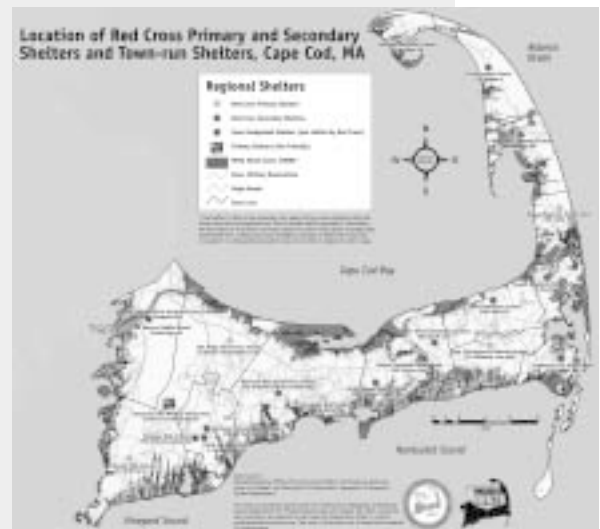
Several **new planning projects** of the Cape Cod Commission required extensive mapping support and analysis from the GIS staff, turning preliminary information into geographically referenced elements to be displayed on printed maps or queried through the use of software to provide statistics. In addition to providing the GIS support listed in the "Services to Towns" section of this report, the Commission's GIS work benefited all 15 Cape towns through the regional projects described in the "Planning, Community Development, and Regulatory Program" section.

■ Ongoing Regional Services

Protected open space continued to change with Land Bank purchases by Cape towns, and **parcel maps and assessors' data** also kept changing in the towns.

Through cooperative work between Commission GIS staff, town assessing departments, and town GIS staff, these layers were kept current. The parcel/assessor layers were the most used layers for GIS analysis and for maps to support Commission projects.

As listed in the "Services to Towns" section of this report, the Commission's GIS staff provided **technical assistance to towns** by providing maps, GIS data for use in town systems, and guidance about setting up such systems. The Commission answered many requests through e-mail or on CD-ROMs.



Map of emergency shelters, prepared for the Cape Cod Emergency Preparedness Handbook

Marine Resources

The Cape Cod Commission is well positioned to bring the common interests of the Cape's 15 towns to ongoing regional, state, and federal discussions about coastal and ocean resource management. The Commission worked in Fiscal Year 2004 to raise local and regional interest in state and federal coastal issues and to raise state and federal awareness of local and regional issues.

■ New Regional Services

The Commission's marine resources specialist was appointed as a member of two working committees advising the **Stellwagen Bank National Marine Sanctuary Advisory Council** and then as an alternate to the council itself as it revises the management plan for the sanctuary, a federally managed marine protected area. Although Stellwagen Bank is beyond the Cape's boundaries, the sanctuary's management may have direct effects on Cape tourism, marine fishery, and whale-watching industries.

The Commission's marine resources specialist was also appointed to the advisory board for the **Consortium for Atlantic Regional Assessment**, a New England-wide collaboration of the Climate Change Program of the US Environmental Protection Agency (EPA), Pennsylvania State University, the University of Rhode Island, and others. The consortium focuses on climate change effects and the human environment. Cape Cod is a case study within the broader region, and the Cape Cod Commission has helped to foster collaboration between modelers and researchers from the National Aeronautics and Space Administration (NASA), US Geological Survey (USGS), EPA, and several academic institutions.

This year the Commission's marine resources specialist also worked cooperatively with the Massachusetts Department of Conservation and Recreation and Massachusetts Coastal Zone Management to develop model regulations and policies to help local conservation commissions to control, limit, manage, and possibly eradicate **invasive species**.



Boaters at a public landing in Shoestring Bay, Mashpee

■ Ongoing Regional Services

As regional representative and coordinator for the **Massachusetts Bays National Estuary Program**, the Commission continued to encourage Cape communities to address the future of their coastal and marine resources and infrastructure through proper planning. Efforts this year included participation in harbor planning and on working groups for managing Areas of Critical Environmental Concern, grant support for local coastal restoration projects, technical review of regulatory documents and regional and local plans, and coordination of interest groups.

Transportation

The Cape Cod Commission develops short- and long-range transportation plans to fill present and future year-round and seasonal needs for the region, performs traffic counts and updates safety data, studies proposed improvements, and reviews major developments for their impacts. The staff provides technical expertise for the region and the 15 towns and coordinates activities with federal, state, regional, and local agencies.

■ New Regional Services

The Commission has supported regional planning for improved public transportation for several years through the work of the Cape Cod Transit Task Force. New activities this year included coordination of a **transit summit focusing on the Outer Cape**, the development of **designs for transit centers and shelters** at local bus stops, an **expansion of the bus fleet and services for the Outer Cape** and Cape Cod National Seashore area using \$3.4 million in federal transportation funds, and **planning for flexible-route transit service for the Outer Cape** from Provincetown to Orleans.

The Commission's transportation staff also reviewed and provided technical comments and recommendations on the Environmental Impact Reports prepared by the state this year for the proposed **Sagamore Rotary Grade Separation Project**.

■ Ongoing Regional Services

The Commission completed the triennial update of the 20-year long-range plan known as the **Regional Transportation Plan for Cape Cod** and received Cape Cod Metropolitan Planning Organization endorsement of it early in the fiscal year. The plan seeks to balance efforts to expand the Cape's transportation capacity and efficiency, to expand alternate modes of travel, and to implement local and regional projects through the annual **Transportation Improvement Program (TIP)** process. The TIP effort in 2004 resulted in over \$10 million in state and federal transportation funds being available to the region. Of that total, \$5 million in highway projects were advertised for construction and \$5 million were available to the Cape Cod Regional Transit Authority for bus service.

The Commission's staff also conducted the **annual traffic-counting program**, counting traffic at 138 roads and intersections in 15 towns.

The Commission completed several reports on **transportation and traffic studies** begun in previous years, issuing the final reports for the Cape Cod Park & Ride Study (November 2003) and the Route 6 Outer Cape Traffic Flow and Safety Study (March 2004). Work continues on a traffic congestion and safety study of Route 28 in Yarmouth, Dennis, Harwich, and Chatham.



Park & Ride lot near the Sagamore Rotary

Waste Management

The Cape Cod Commission supports the efforts of Barnstable County and Cape Cod towns to reduce and manage wastes. Staff members represent the region on the Massachusetts Department of Environmental Protection's Solid Waste and Hazardous Waste Advisory Committees and on the Council of SEMASS Communities.

■ New Regional Services

The Commission's solid waste specialist monitored **state legislative proposals** and kept local and regional officials informed about potential impacts for all Cape Cod towns for their solid waste and recycling programs. Another new activity this year involved an assessment of potential local impacts of an **"annual compliance fee"** proposed and then withdrawn by the Massachusetts Department of Environmental Protection.

The Commission also provided technical assistance for the town's solid waste management and regional recycling efforts at the **Bourne Integrated Solid Waste Management Facility**, including approving a Development of Regional Impact (DRI) modification to allow the facility to accept municipal solid waste and municipal combuster ash.



Bourne Integrated Solid Waste Management Facility

■ Ongoing Regional Services

The Commission's solid waste specialist finalized the review of a **feasibility study for a proposed co-composting facility** for Barnstable County and five Outer Cape towns. The study determined that a facility was not feasible at this time, and it recommended that alternatives to reduce the generation of municipal solid waste and to limit costs for its disposal should be pursued.

The Commission's hazardous waste specialist continued to work with Barnstable County's Cape Cod Cooperative Extension staff to support **household hazardous waste collection events** held by Cape towns; details are provided in the "Services to Towns" section of this report.

Water Resources

Barnstable County has identified wastewater management as a high-priority regional issue, and the Cape Cod Commission has an important role to play in it. Wastewater, freshwater ponds, the Massachusetts Estuaries Project, and groundwater education were significant and interrelated activities for the Commission's Water Resources Office this fiscal year.

■ New Regional Services

The Cape Cod Commission's Water Resources Office coordinated a **study of planning, administrative, and legal tools to support local and regional wastewater management** planning and implementation this year. The report, prepared by a consulting team under the direction of the Barnstable County Wastewater Implementation Committee, was in draft form at year end, for release to the public in late summer 2004.

The Commission also administered nearly \$200,000 in **Barnstable County wastewater management grants for Cape towns**. The grants were awarded to the Town of Barnstable for effluent disposal and reuse planning; the Town of Bourne for wastewater management mapping; the Town of Mashpee for sewer-system evaluation for the Popponeset Bay watershed; the towns of Brewster, Eastham, and Orleans for an evaluation of capacity and treatment levels at the Tri-Town Septage Treatment Facility; and the Town of Yarmouth for an evaluation of small community-sized wastewater treatment technologies.



Tri-Town Septage Treatment Facility, Orleans

Installing storm-drain markers in Barnstable



The Commission coordinated a new Barnstable County-supported **Capewide US Geological Survey groundwater modeling project**. The model will help local and regional officials to evaluate wastewater and water-supply issues and to inform wastewater planning.

The Commission also initiated public outreach and education activities about **stormwater pollution and management**. Projects included workshops for towns, development of markers for storm drains, and information packets for homeowners to increase public awareness of pollution from runoff.

■ Ongoing Regional Services

The Cape Cod Commission continued to coordinate the **Cape Cod Pond and Lake Stewardship Program**, cosponsor "Ponds in Peril" public workshops, and perform freshwater water-quality

“snapshots” and studies. Many of these activities are listed by town in the “Services to Towns” section of this report.

The Commission also continued to participate in and provide technical support for the **Massachusetts Estuaries Project**, a statewide coastal water-quality assessment program that will include a total of 56 embayments on Cape Cod. The Commission serves as the technical lead for the land-use nitrogen-loading aspect of the project, which will provide towns with specific nitrogen-loading thresholds upon which to begin appropriate wastewater management plans for restoring and protecting coastal embayments. Of the 34 embayments designated by the state as priority systems, 24 are in Barnstable County. The Commission’s Water Resources Office staff this year coauthored the final report of the study on five Chatham embayments and continued to work on studies for Falmouth’s south coastal “ponds” and the West Falmouth Harbor, Mashpee’s Popponeset Bay and part of Waquoit Bay, and Barnstable’s “Three Bay” estuaries.



Sign warning of contamination at Mashpee Neck

For the ninth consecutive year, Barnstable County was recognized for its work in water-quality and water-supply protection by the national Groundwater Guardian Program. The Commission continued to organize the activities of the **Cape Cod Groundwater Guardian Team** and coordinated two water education festivals this year: one in Orleans for Nauset Regional Middle School students and teachers in September 2003, and one in Harwich for Harwich and Chatham students and teachers in June 2004.

Services to Towns



Services offered by the Cape Cod Commission provide a wide variety of technical assistance to each of the 15 towns in Barnstable County. They cover the regional issue areas highlighted previously in this report but with a local emphasis, tailored to the specific needs of each community.



BARNSTABLE

Affordable Housing Program

- Provided five HOME down-payment, one HOME homeowner-repair, and three Soft Second Program loans to Barnstable households.
- Awarded \$3,000 in Technical Assistance Program (TAP) funds to the Barnstable Housing Authority (BHA) for engineering services on a BHA-owned parcel.
- Provided technical comments on one proposed Chapter 40B development.

Geographic Information System Program

- Provided digitized data for Barnstable's own GIS.
- Prepared a map for the Water Department.
- Updated data on protected open space.

Planning, Community Development, and Regulatory Program

- Continued to provide support for the Local Comprehensive Plan (LCP) update and implementation grant.
- Provided planning and technical assistance for the town's efforts to revitalize downtown Hyannis, including a traffic and density study to inform the potential designation of a "Growth Incentive Zone."
- Provided assistance with historic preservation issues.
- Approved the Development of Regional Impact (DRI) Exemption applications for the Rectrix Aerodrome Center and the Wianno Club.
- Continued to review other DRI proposals, including the Atlantis Development Proposed Supermarket, Barnstable Wastewater Facilities Plan, Cape Cod Hospital Patient Bed Addition, Centerville River Dredging/Craigville Beach Nourishment, and Stuborn Limited Partnership projects.
- Provided technical comments on the Environmental Impact Reports for the proposed Barnstable Municipal Airport improvement project and the proposed Centerville River dredging project, and provided comments on the state Environmental Notification Form for the Nantucket cable project.

Transportation Program

- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Barnstable Road, Bassett Lane, Bearses Way, Bumps River Road, Center Street, Fuller

Road, High School Road, Hyannis-Barnstable Road, Lewis Bay Road, Main Street, North Street, Ocean Avenue, Old Colony, Parker Road, Phinney's Lane, Pleasant Street, South Street, Stevens Street, West Main Street, Winter Street, Yarmouth Road, and Routes 6, 6A, 28, 132, and 149.

- Performed turning-movement counts at 64 locations in downtown Hyannis for a study of traffic and density.
- Issued the final report for the Cape Cod Park & Ride Study (November 2003), which included an analysis of the Barnstable/Route 132 lot.

Waste Management Program

- Provided \$15,000, the first of five annual installments, in Development of Regional Impact (DRI) mitigation funds from BJ's Wholesale Club and \$20,000 in mitigation funds from Home Depot to support the town's hiring of a hazardous materials specialist (temporary position) for inventorying and cataloging hazardous products and for educational efforts about hazardous materials and waste.
- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Coordinated water quality "snapshots" (sampling and analyses) of Aunt Betty's, Bearse, Bog, Crystal, Eagle, Fawcetts, Hamblin, Hathaway, Hinckley, Garretts. Joshua, Lewis, Long, Lovells, Lumbert Mill, Mary Dunn, Micah, Middle, Mill, Muddy, Neck, No Bottom, Parker, Red Lily, Round, Rusty Marsh, Schoolhouse, Shallow, and Shubael ponds, and Elizabeth, Mystic, and Wequaquet lakes.
- Provided support for the Indian Ponds Association and the Lake Wequaquet Association for pond stewardship activities, and began a water quality/watershed assessment for the Indian Ponds Association.
- For the Massachusetts Estuaries Project, continued to study water quality and nitrogen loading issues for Popponesset Bay and the Three Bays estuaries.
- Participated on the Barnstable Nutrient Management Team.
- With funding from Barnstable County and the Massachusetts Department of Environmental Protection and in cooperation with the Barnstable County Wastewater Implementation Committee, coordinated a study of wastewater management tools. Wastewater management for Barnstable's Horace Mann School and nearby affordable housing were the subject of a case study for the report.
- Administered a \$39,500 Barnstable County grant to produce a guidance document on effluent disposal siting.
- Initiated a hydrogeologic assessment of potential wastewater disposal sites under the Barnstable County US Geological Survey groundwater modeling project.



BOURNE

Affordable Housing Program

- Continued to support the redevelopment of the former Barnstable County Hospital site in Pocasset into an affordable assisted living facility.
- Continued to support the use of Development of Regional Impact (DRI) mitigation funds for affordable housing development.
- Awarded the Bourne Housing Authority \$4,250 in support of affordable housing.
- Awarded \$3,000 in Technical Assistance Program funds to perform a housing needs study.
- Provided three HOME down-payment and two Soft Second Program loans to Bourne households.

Geographic Information System Program

- Provided data for Bourne's own GIS and provided assistance with a build-out analysis.

Planning, Community Development, and Regulatory Program

- Continued to provide assistance for the development of Bourne's Local Comprehensive Plan (LCP) and to administer an LCP implementation grant.
- Continued to provide technical support for the Buzzards Bay Village Association and the town in pursuit of a design competition for the revitalization of the Buzzards Bay area.

- Worked on a Joint Land Use Study of the communities surrounding the Massachusetts Military Reservation, including development of the study area and goals for the project.
- Dedicated the Four Ponds Trail into the Cape Cod Pathways program.
- Approved with conditions the Development of Regional Impact (DRI) applications for Adventure Isle and for a major modification to the Town of Bourne Integrated Solid Waste Management Facility (see Waste Management Program notes below).
- Continued to review the CanalSide Commons DRI proposal and reviewed the now-withdrawn Tidrac Properties proposal.

Transportation Program

- Reviewed and commented on the Environmental Impact Reports for the state's proposed Sagamore Rotary Grade Separation project.
- Issued the final report for the Cape Cod Park & Ride Study (November 2003), which included an analysis of the Sagamore lot.
- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Sandwich Road, the Scenic Highway, and Routes 6, 6A, 25, and 28.

Waste Management Program

- Provided technical assistance for the town's ongoing solid waste management and regional recycling efforts at the Bourne Integrated Solid Waste Management Facility. Also approved with conditions the town's Development of Regional Impact (DRI) modification proposal to allow the facility to accept municipal solid waste and municipal combuster ash.
- Provided assistance with the Upper Cape household hazardous waste collections.

Water and Coastal Resources Programs

- Continued to participate in monitoring, planning, and management issues related to water supply and hazardous waste cleanup in the Massachusetts Military Reservation and the Impact Area.
- Coordinated water quality "snapshots" (sampling and analyses) of Flax, Lily, and Red Brook ponds.
- For the Massachusetts Estuaries Project, continued to study water quality and nitrogen loading issues for Red Brook Harbor.
- Administered a \$13,500 Barnstable County grant for an on-site septic system mapping project.



BREWSTER

Affordable Housing Program

- Awarded \$3,000 in Technical Assistance Program (TAP) funds to Habitat for Humanity for an engineering assessment of the buildability of a lot.
- Participated in groundbreaking for the 24-unit Wells Court elderly housing development, for which \$50,000 in HOME funds have been committed.

Planning, Community Development, and Regulatory Program

- Provided technical comments on the state Environmental Notification Form for the Quivett Creek Marsh Restoration Project.
- Supported the town's pursuit of an Urban Self-help Grant for the Nevin's property.

Transportation Program

- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Underpass Road, and Routes 6A and 137.

Waste Management Program

- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Coordinated water quality "snapshots" (sampling and analyses) of Black, Blueberry, Cahoon, Canoe, Cliff, Cobbs, Elbow, Flax, Girl Scout, Greenland, Griffiths, Higgins, Little Cliff, Long, Lower

Mill, Mill, Myricks, Pine, Schoolhouse, Seymour, Sheep, Slough, Smalls, Smith, Sols, Upper Mill, and Walkers ponds.

- Provided support for the Canoe Pond Association and the Long Pond Association for pond stewardship activities.
- Continued to support the Long Pond Management Plan effort.
- Reviewed and continue to support pond water-quality provisions in town health and conservation bylaws and regulations.
- Organized a water education festival in September 2003 for Brewster, Eastham, Orleans, and Wellfleet fifth-grade students and teachers at the Nauset Middle School.
- Administered a \$50,000 Barnstable County grant for a Tri-Town septage treatment plant study.



CHATHAM

Affordable Housing Program

- Awarded \$5,000 in Barnstable County Technical Assistance to augment town funds to hire a consultant to implement elements of the housing action plan.

Geographic Information System Program

- Digitized data and prepared two maps of the Monomoy Wildlife Refuge for the town's GIS director.
- Performed GIS work for the South Coastal Harbor Management Plan.

Planning, Community Development, and Regulatory Program

- Continued to provide assistance for the Local Comprehensive Plan (LCP).
- Provided assistance with historic preservation issues to the Chatham Historical Commission and the Historic Business District Commission.
- Continued to review the Development of Regional Impact (DRI) application for the Chatham Wastewater Plan.

Transportation Program

- Continued to work on a study of safety and traffic issues on Route 28 through Chatham, Dennis, Harwich, and Yarmouth.
- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Barn Hill Road, Crowell Road, Fox Hill Road, George Ryder Road, Main Street, Main Street Rotary, Old Comers Road, Old Queen Anne Road, Queen Anne Road, Shore Road, Stage Harbor Road, Training Field Road, and Routes 28 and 137.

Waste Management Program

- Provided technical assistance regarding solid waste and recycling legislative issues.
- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- For the Massachusetts Estuaries Project, continued to study water quality and nitrogen loading issues and coauthored a final report on five Chatham embayments.
- Continued to provide assistance with wastewater planning.
- Coordinated water quality "snapshots" (sampling and analyses) of Barclay, Black, Blue, Emery, Fox, Goose, Marys, Meadow View, Mill, Minister, Pickerel, Ryders, Schoolhouse, Stillwater, Trout, and White ponds and Lovers Lake.
- Initiated a hydrogeologic assessment of potential wastewater disposal sites under the Barnstable County US Geological Survey groundwater modeling project.



DENNIS

Affordable Housing Program

- Awarded \$70,000 in HOME funds for the 46-unit Northside elderly housing development.
- Provided eight HOME down-payment, one HOME homeowner-repair, and five Soft Second Program loans to Dennis households.

Geographic Information System Program

- Provided digitized data for the town's own GIS.
- Completed a parcels data update.
- Provided maps of cell tower locations, the Quivet Neck/Crowe's Pasture District of Critical Planning Concern, and more, and provided the Dennis Police Department with data.

Planning, Community Development, and Regulatory Program

- Provided technical assistance with the Quivet Neck/Crowe's Pasture District of Critical Planning Concern.
- Provided technical comments on the state Environmental Notification Form for the Quivett Creek Marsh Restoration Project.
- Provided assistance with Dennisport village bylaw and design guidelines and an explanatory brochure.
- Approved the Development of Regional Impact (DRI) application for the Sprint Spectrum L.P. project and reviewed the now-withdrawn Quivet Subdivisions proposals.

Transportation Program

- Continued to work on a study of safety and traffic issues on Route 28 through Chatham, Dennis, Harwich, and Yarmouth.
- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Airline Road, Division Street, Main Street, Old Main Street, Scargo Hill Road, Sea Street, Swan Pond Road, Trotting Park Road, Upper County Road, and Routes 6, 28, and 134.

Waste Management Program

- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Coordinated water quality "snapshots" (sampling and analyses) of Bakers, Cedar, Coles, Eagle, Flax, Fresh, Hiram, North Simmons, Run, Scargo, and Whites ponds.



EASTHAM

Geographic Information System Program

- Provided GIS data to the town planner.

Planning, Community Development, and Regulatory Program

- Continued to provide assistance for the implementation of the Local Comprehensive Plan (LCP).
- Provided \$25,000 from Project Impact Cape Cod for the design phase of planned improvements to Steele Road to correct drainage deficiencies and mitigate recurring flooding problems.
- Provided assistance on historic preservation issues to the Eastham Historical Commission regarding the Brackett Farm property.
- Assisted with a grant application for historic inventory work under a Massachusetts Historical Commission grant program.
- Continued to review the Development of Regional Impact (DRI) application for the Eastham Ocean Beach project.

Transportation Program

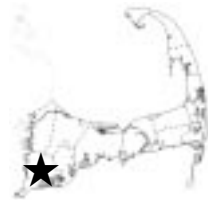
- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Bridge Road, Samoset Road, and Route 6.
- Issued the final report (March 2004) for the Route 6 Outer Cape Traffic Flow and Safety Study.
- Assisted the National Park Service/Cape Cod National Seashore in obtaining \$3.4 million for the purchase of an alternative fuel bus fleet for the Outer Cape.

Waste Management Program

- Finalized the review of a feasibility study for a co-composting facility for Barnstable County and five Outer Cape towns, including Eastham. (The study determined that a facility was not feasible at this time, and it recommended that alternatives to reduce the generation of municipal solid waste and to limit costs for its disposal should be pursued.)
- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Completed a US Geological Survey groundwater modeling study for the Outer Cape.
- Provided assistance to conceptualize a regional water supply project.
- Coordinated water quality “snapshots” (sampling and analyses) of Bridge, Depot, Great, Herring, Jemima, Ministers, Molls, Muddy, School House, and Widow Harding ponds.
- Provided support for the Eastham Pond Association for pond stewardship activities.
- Organized a water education festival in September 2003 for Brewster, Eastham, Orleans, and Wellfleet fifth-grade students and teachers at the Nauset Middle School.
- Administered a \$50,000 Barnstable County grant for a Tri-Town septage treatment plant study.



FALMOUTH

Affordable Housing Program

- Committed \$100,000 in HOME funds and \$75,000 in Barnstable County Rental Housing Program funds to the Falmouth Housing Corporation’s “704 Main Street” project.
- Provided one HOME down-payment loan and one HOME homeowner-repair loan to Falmouth households.
- Awarded \$5,000 in Barnstable County Technical Assistance from the Fiscal Year 2001 county surplus.
- Met with Falmouth’s housing committee, town administrator, and other town staff to discuss options for structuring a Request for Proposals for affordable housing on town-owned land.
- Provided technical comments on one proposed Chapter 40B development.

Geographic Information System Program

- Provided digitized data for Falmouth’s own GIS.
- Provided an historic district map and maps for the Natural Resources Department.

Planning, Community Development, and Regulatory Program

- Worked with the Falmouth Planning Office and the Local Planning Committee on the town’s five-year update to the Local Comprehensive Plan (LCP).
- Worked on a Joint Land Use Study of the communities surrounding the Massachusetts Military Reservation, including development of the study area and goals for the project.
- Provided assistance to the Falmouth Historical Society on several museum projects.
- Continued to consult with the Falmouth Historical Commission on various projects, including their recent National Register Historic District nomination of Waquoit village.
- Approved with conditions the Development of Regional Impact (DRI) application for the Woods Hole Oceanographic Institution Campus Core Redevelopment project and approved a Hardship Exemption with conditions for the Falmouth Hospital Medical Pavilion addition.
- Reviewed the now-withdrawn Sprint Spectrum L.P. wireless communications facility DRI proposal.

Transportation Program

- Met with the Falmouth Transportation Management Commission to discuss transportation issues in general and to focus on the need to update Route 28 and Route 151 traffic studies and supporting analysis for the town's LCP update.
- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Brick Kiln Road, Jones Road, Katherine Lee Bates Road, Old Barnstable Road, Shoreview Drive, and Routes 28 and 151.

Waste Management Program

- Provided assistance with the Upper Cape household hazardous waste collections.

Water and Coastal Resources Programs

- Continued to participate in monitoring, planning, and management issues related to water supply and hazardous waste cleanup in the Massachusetts Military Reservation area.
- For the Massachusetts Estuaries Project, worked on technical assessments of the water quality in the Great, Green, and Bourne ponds/embayment systems. Work is scheduled to begin in the Little Pond, Oyster Pond, and West Falmouth Harbor embayment systems.
- With funding from Barnstable County and the Massachusetts Department of Environmental Protection and in cooperation with the Barnstable County Wastewater Implementation Committee, coordinated a study of wastewater management tools. Falmouth was the subject of a case study for the report to evaluate town-board coordination for permitting on-site septic systems.
- Initiated a hydrogeologic assessment of potential wastewater disposal sites under the Barnstable County US Geological Survey groundwater modeling project.
- Began to install monitoring wells using \$25,000 in Development of Regional Impact (DRI) mitigation funds provided by the Woods Hole Oceanographic Institution from its Campus Core Redevelopment project. The monitoring wells will track the institution's wastewater plume and help assess the vulnerability of a small coastal pond in the area.
- Coordinated water quality "snapshots" (sampling and analyses) of Round Pond.



HARWICH

Affordable Housing Program

- Awarded \$100,000 in HOME funds and \$75,000 in Barnstable County Rental Housing Program funds to support the proposed 13-unit Sisson Road rental development by the Harwich Ecumenical Council for the Homeless.
- Awarded \$3,000 in Technical Assistance Program (TAP) funds for engineering work on a town-owned parcel.

Geographic Information System Program

- Provided a map to the harbormaster and created maps of Flax Pond.

Planning, Community Development, and Regulatory Program

- Approved with conditions the Development of Regional Impact (DRI) Hardship Exemption application for the Cape Cod Healthcare/Long Pond Medical Facility.
- Continued to review other DRI proposals, including the Crowell Construction, Sprint/Harwichport Golf Course, and W.J.G. Realty Trust projects.

Transportation Program

- Continued to work on a study of safety and traffic issues on Route 28 through Chatham, Dennis, Harwich, and Yarmouth.
- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Bank Street, Chatham Road, Depot Road, Oak Street, Slough Road, Uncle Venies Road, and Routes 6, 28, 39, and 124.

Waste Management Program

- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Coordinated water quality “snapshots” (sampling and analyses) of Andrews, Aunt Edies, Bucks, Cornelius, Flax, Hawksnest, Hinckleys, Josephs, Robbins, Skinequit, Sand, and Walkers ponds.
- Provided support for the Aunt Edies Pond Association for pond stewardship activities.
- Began an evaluation of the water quality of Flax Pond for the Harwich Board of Health.
- Continued to support the Long Pond Management Plan effort.
- Conceptualized a study of wastewater management alternatives for ponds, using the Sand Ponds as a case study, for funding through the Barnstable County Wastewater Implementation Committee.



MASHPEE

Affordable Housing Program

- Provided two HOME down-payment, one HOME homeowner-repair, and one Soft Second Program loans to Mashpee households.
- Awarded \$3,000 in Technical Assistance Program (TAP) funds to Mashpee for a housing needs survey.
- Awarded \$3,000 in TAP funds to the Mashpee Affordable Housing Trust for legal services for a donated house.

Geographic Information System Program

- Provided digitized data for Mashpee’s own GIS.

Planning, Community Development, and Regulatory Program

- Worked on a Joint Land Use Study of the communities surrounding the Massachusetts Military Reservation, including development of the study area and goals for the project.
- Approved a modification to the Mashpee Industrial Park Development Agreement.
- Provided technical comments to the state on the Notice of Project Change for the New Seabury Development.
- Denied on procedural grounds the Development of Regional Impact (DRI) application for the Shellback Way Realty Trust/Brynwood Associates project.
- Continued to review other DRI proposals, including the 532 Main Street, Augat Self Storage Bays, Holland Mills Well and Pumping Station, Kirsner Subdivision Plan, Mashpee Commons, Mashpee Place, Mashpee Watershed Plan, Shaw’s Supermarket, and the South Cape Village Phase II Modification, and reviewed the now-withdrawn The Comfort Man proposal.

Transportation Program

- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Asher’s Path, Mashpee Neck Road, Old Barnstable Road, Old Mill Road, Orchard Road, and Routes 28, 130, and 151.

Waste Management Program

- Provided assistance with the Upper Cape household hazardous waste collections.

Water and Coastal Resources Programs

- Continued to participate in monitoring, planning, and management issues related to water supply and hazardous waste cleanup in the Massachusetts Military Reservation area.
- Coordinated water quality “snapshots” (sampling and analyses) of Ashumet, Johns, Mashpee-Wakeby, Moody, and Santuit ponds.
- For the Massachusetts Estuaries Project, continued to study water quality and nitrogen loading issues for Popponesset Bay and Jehu and Hamblin ponds.
- Continued to provide assistance with wastewater planning.
- With funding from Barnstable County and the Massachusetts Department of Environmental Protection and in cooperation with the Barnstable County Wastewater Implementation Committee, coordinated a study of wastewater management tools. Mashpee was the subject of a case study

for the report to explore questions on how a town might take advantage of excess capacity in privately owned satellite wastewater systems, if any.

- Administered a \$33,000 Barnstable County grant for sewer-system evaluation for the Popponeset Bay watershed.



ORLEANS

Affordable Housing Program

- Continued to service a \$45,000 HOME loan for construction of three units on Finlay Road.

Planning, Community Development, and Regulatory Program

- Assisted with the review and development of an exterior (commercial) lighting bylaw and a wind-energy facility bylaw for proposal at the Orleans Town Meeting.
- Assisted with the development of predisaster hazard-mitigation planning.
- Supported the town's request for a Self-help Grant for the Sparrow property.
- Continued to work with the town on its Local Comprehensive Plan (LCP) and provided support through an LCP implementation grant for a study of traffic circulation, congestion, and safety in the village center to promote a more comfortable pedestrian environment.
- Worked on regulatory matters related to the Shaw's Supermarket proposal.

Transportation Program

- Held local transit workshops/meetings about future Outer Cape transit, and assisted the National Park Service/Cape Cod National Seashore in obtaining \$3.4 million for the purchase of an alternative fuel bus fleet for the Outer Cape.
- Issued the final report (March 2004) for the Route 6 Outer Cape Traffic Flow and Safety Study.
- Advanced the design and permitting for the Cape Cod Rail Trail bike bridge and a mile of the trail itself.
- Helped Orleans advance through the Transportation Improvement Program (TIP) process for intersection improvements at Old Colony Way and Main Street; Route 6A, West Road, and Eldredge Park Way; Main Street and Tonset Road; and Route 28 and Finlay Road.
- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Eldredge Park Way, and Routes 6, 6A, and 28.

Waste Management Program

- Finalized the review of a feasibility study for a co-composting facility for Barnstable County and five Outer Cape towns, including Orleans. (The study determined that a facility was not feasible at this time, and it recommended that alternatives to reduce the generation of municipal solid waste and to limit costs for its disposal should be pursued.)
- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Continued to organize and support pond water-quality sampling/monitoring and stewardship programs.
- Provided ongoing assistance with the Massachusetts Estuaries Project.
- Completed the US Geological Survey groundwater modeling study for the Outer Cape.
- Continued to provide assistance with wastewater planning, including help for the Wastewater Steering Committee on the "small flows" project.
- Administered a \$50,000 Barnstable County grant for a Tri-Town septage treatment plant study.
- With funding from Barnstable County and the Massachusetts Department of Environmental Protection and in cooperation with the Barnstable County Wastewater Implementation Committee, coordinated a study of wastewater management tools. Orleans was the subject of a case study for the report to explore questions on the use of open space, rights-of-way, and build-out projections.
- Coordinated water quality "snapshots" (sampling and analyses) of Bakers, Bolands, Cedar, Deep, Gould, Ice House, Little Quanset, Reubens, Uncle Harveys, Uncle Israels, Uncle Seths, Sarahs, Shoal, Twinings, and Wash ponds, and Crystal and Pilgrim lakes.

- Organized a water education festival in September 2003 for Brewster, Eastham, Orleans, and Wellfleet fifth-grade students and teachers at the Nauset Middle School.



PROVINCETOWN

Affordable Housing Program

- Completed the development of six rental units at 40A Nelson Avenue by Community Housing Resource Inc. and the Housing Land Trust of Cape Cod, which used \$75,000 in Barnstable County Rental Housing Program funds.
- Completed the acquisition of four rental units on Harry Kemp Way by the Lower Cape Cod Community Development Corporation using \$120,000 in HOME and \$40,000 in Barnstable County Rental Housing Program funds.
- Awarded \$70,000 in HOME funds to Community Housing Resource Inc. to support a 36-unit homeownership development.
- Provided technical comments on proposed affordable accessory apartment zoning bylaws.

Geographic Information System Program

- Provided digitized data for Provincetown's own GIS.
- Provided data assistance for a Massachusetts Executive Order 418 grant.

Planning, Community Development, and Regulatory Program

- Continued to provide support for town zoning bylaw revisions.
- Continued to provide support for the Local Comprehensive Plan (LCP) implementation grant.
- Reviewed the Development of Regional Impact (DRI) application for the now-withdrawn 28-32 Standish Street proposal.

Transportation Program

- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Conwell Street, Province Land Road, and Route 6A.
- Issued the final report (March 2004) for the Route 6 Outer Cape Traffic Flow and Safety Study.
- Assisted the National Park Service/Cape Cod National Seashore in obtaining \$3.4 million for the purchase of an alternative fuel bus fleet for the Outer Cape. Also assisted in the development and implementation of new bus service to Provincetown Airport and Race Point Beach and a workbook for architectural guidelines for bus shelters.

Waste Management Program

- Finalized the review of a feasibility study for a co-composting facility for Barnstable County and five Outer Cape towns, including Provincetown. (The study determined that a facility was not feasible at this time, and it recommended that alternatives to reduce the generation of municipal solid waste and to limit costs for its disposal should be pursued.)
- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Coordinated water quality "snapshots" (sampling and analyses) of Bennett, Clapps, Duck, and Great ponds.
- Completed the US Geological Survey groundwater modeling study for the Outer Cape.
- Provided technical assistance related to water supply and wastewater planning and permitting.



SANDWICH

Affordable Housing Program

- Awarded \$60,000 in HOME funds to support a proposed 31-unit homeownership development.

- Provided two HOME down-payment and one Soft Second Program loans to Sandwich households.
- Awarded \$3,000 in Technical Assistance Program (TAP) funds for legal services in preparation of a Request for Proposals for two town-owned parcels.
- Provided technical comments on modifications of two Chapter 40B developments.

Geographic Information System Program

- Provided digitized data for Sandwich's own GIS.
- Reprinted seven maps on request and produced two customized maps of affordable housing sites and categories for the town's Planning Department.

Planning, Community Development, and Regulatory Program

- Continued to provide support for the Local Comprehensive Plan (LCP) implementation grant.
- Worked on a Joint Land Use Study of the communities surrounding Massachusetts Military Reservation, including development of the study area and goals for the project.
- Provided \$22,500 from Project Impact Cape Cod for replacement of an existing culvert on Foster Road, which will enable tidal flow to reach the upstream marsh area and to drain storm tides and trapped storm surge from the upstream marsh area.
- Provided assistance with historic preservation issues.
- Provided assistance with a village zoning bylaw.
- Supported the town's request for a Self-help Grant for the Bosworth property.
- Provided technical comments on the state Environmental Notification Form for the Farmview Estates residential subdivision/Chapter 40B project on Snake Pond Road.
- Approved with conditions the Development of Regional Impact (DRI) Exemption application for Heritage Museums and Gardens.
- Continued to review other DRI proposals, including Lookout Ridge Definitive Subdivision Plan/Cluster Special Permit Application, Sandwich Beach Nourishment/Dredging, and Shaw's Super-market projects.

Transportation Program

- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Chase Road, Cotuit Road, Jones Road, Quaker Meetinghouse Road, Race Lane, West Meetinghouse Road, and Route 6.

Waste Management Program

- Provided assistance with the Upper Cape household hazardous waste collections.

Water and Coastal Resources Programs

- Continued to participate in monitoring, planning, and management issues related to water supply and hazardous waste cleanup in the Massachusetts Military Reservation area.
- Coordinated water quality "snapshots" (sampling and analyses) of Lawrence, Peters, Pimlico, Snake, Spectacle, and Triangle ponds.
- Provided support for the Sandwich Ponds Association/Watershed Action Plan for pond stewardship activities.



TRURO

Geographic Information System Program

- Provided digitized data for Truro's own GIS and maps of vacant lots, and completed a parcels data update.

Planning, Community Development, and Regulatory Program

- Continued to review the Development of Regional Impact (DRI) applications for the Karl Nurse Communications project and reviewed the now-withdrawn PCS Wireless Communications Facility and Stop & Shop proposals.

Transportation Program

- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Depot Road and Route 6A.
- Issued the final report (March 2004) for the Route 6 Outer Cape Traffic Flow and Safety Study.
- Assisted the National Park Service/Cape Cod National Seashore in obtaining \$3.4 million for the purchase of an alternative fuel bus fleet for the Outer Cape.

Waste Management Program

- Finalized the review of a feasibility study for a co-composting facility for Barnstable County and five Outer Cape towns, including Truro. (The study determined that a facility was not feasible at this time, and it recommended that alternatives to reduce the generation of municipal solid waste and to limit costs for its disposal should be pursued.)
- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Coordinated water quality “snapshots” (sampling and analyses) of Great, Round, Ryder, Slough, Snow, and Village ponds.
- Completed the US Geological Survey groundwater modeling study for the Outer Cape.
- Provided technical assistance related to water supply initiatives.



WELLFLEET

Affordable Housing Program

- Provided three HOME down-payment loans to Wellfleet households.
- Awarded \$3,000 in Technical Assistance Program (TAP) funds to the Wellfleet Housing Authority for well-drilling on a town-donated parcel.

Geographic Information System Program

- Provided digitized data for Wellfleet’s own GIS.
- Produced five zoning maps for Town Meeting.
- Completed a parcels data update.

Planning, Community Development, and Regulatory Program

- Continued to provide support for the Local Comprehensive Plan (LCP) implementation grant.
- Worked with the Wellfleet Historical Commission and the Historic Review Board on a District of Critical Planning Concern (DCPC) nomination for “The Colony.”
- Continued to review the Development of Regional Impact (DRI) application for the Wellfleet Wastewater Treatment Facility.

Transportation Program

- Performed traffic counts at selected roadways and intersections, including portions of Briar Lane, Cahoon Hollow Road, Commercial Street, Gull Pond Road, and Route 6.
- Issued the final report (March 2004) for the Route 6 Outer Cape Traffic Flow and Safety Study.
- Assisted the National Park Service/Cape Cod National Seashore in obtaining \$3.4 million for the purchase of an alternative fuel bus fleet for the Outer Cape.

Waste Management Program

- Finalized the review of a feasibility study for a co-composting facility for Barnstable County and five Outer Cape towns, including Wellfleet. (The study determined that a facility was not feasible at this time, and it recommended that alternatives to reduce the generation of municipal solid waste and to limit costs for its disposal should be pursued.)
- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Coordinated water quality “snapshots” (sampling and analyses) of Duck, Dyer, Great, Herring, Higgins, Kinnacum, Long, Northeast, Southeast, Spectacle, and Williams ponds.

- Completed the US Geological Survey groundwater modeling study for the Outer Cape.
- Provided technical assistance related to water supply issues and conceptualized a proposal for an Outer Cape water supply project.
- Provided technical comments on the Wellfleet bank stabilization project.
- Organized a water education festival in September 2003 for Brewster, Eastham, Orleans, and Wellfleet fifth-grade students and teachers at the Nauset Middle School.



YARMOUTH

Affordable Housing Program

- Awarded \$60,000 to Our First Home, Inc., for development of four ownership units.
- Provided six HOME down-payment, two HOME homeowner-repair, and one Soft Second Program loans to Yarmouth households.
- Awarded \$3,000 in Technical Assistance Program (TAP) funds for a housing needs assessment.

Geographic Information System Program

- Provided digitized data for Yarmouth's own GIS.

Planning, Community Development, and Regulatory Program

- Continued to provide support for the Local Comprehensive Plan (LCP) implementation grant.
- Provided \$22,500 from Project Impact Cape Cod for repair of a 275-foot retaining wall on River Street along the Bass River to prevent road collapse during significant storm events.
- Provided assistance on historic preservation issues.
- Supported the town's request for an Urban Self-help Grant for the Bass River Bathhouse.
- Provided technical comments on the state Environmental Notification Form for the Higgins Crowell Road project and on the Environmental Impact Reports for the proposed Barnstable Municipal Airport improvement project.
- Continued to review the Development of Regional Impact (DRI) application for the Cape Cod Hospital Patient Bed Addition, Cape Wind Project, and reviewed the now-withdrawn Exxon/Mobil Redevelopment proposal.

Transportation Program

- Continued to work on a study of safety and traffic issues on Route 28 through Chatham, Dennis, Harwich, and Yarmouth.
- Performed traffic and turning-movement counts at selected roadways and intersections, including portions of Abells Road, Berry Avenue, Buck Island Road, Camp Street, Higgins Crowell Road, Long Pond Drive, North Main Street, Pine Grove Road, Seaview Avenue, South Sea Avenue, Strawberry Lane, Town Brook Road, Winslow Gray Road, Wood Road, and Route 28.

Waste Management Program

- Provided assistance with the household hazardous waste collection.

Water and Coastal Resources Programs

- Coordinated water quality "snapshots" (sampling and analyses) of Baxter Mill, Big Sandy, Dennis, Elishas, Flax, Greenough, Horse, Jabez Neds, James, Little Sandy, Long, Miss Thachers, Perch, and Plaches ponds.
- Administered a \$50,000 Barnstable County grant for an evaluation of small community-sized wastewater technology.
- Provided technical assistance on wastewater planning and the Massachusetts Estuaries Project.

Cape Cod Commission
Fiscal Year 2004

Financial Information

Cape Cod Environmental Protection Fund (CCEPF)

Revenue

Federal	\$457,929.77
State	\$111,833.64
Local Assessment	\$2,428,940.00
Regulatory Fees	\$145,420.04
Miscellaneous Fees/Other	\$109,477.55
County	\$150,000.00
	\$3,403,601.00

Expenses

Planning/Community Development	\$816,199.18
Regulatory	\$1,074,265.91
Technical Services (GIS, Transportation, Water Resources)	\$562,401.44
Grant Programs	\$703,653.37
	\$3,156,519.90

Fund Balance

Previous Fund Balance	\$714,848.25
Revenue Over (Under) Expenses	\$247,081.10
Ending FY04 Fund Balance	\$961,929.35

• Restricted for FY04 Encumbrances	\$146,558.86
• Restricted for FY05 Appropriations	\$75,394.50
• Restricted for Legal Expenses	\$400,000.00
• Restricted for Grants	\$70,000.00
• Restricted for Unfunded Workers Compensation Liability	\$13,000.00
• Unrestricted CCEPF Balance	\$256,975.99
	\$961,929.35

Staff

Margo Fenn, Executive Director
John Lipman, Chief Planner/Deputy Director

Administration

Gail Coyne, Assistant to the Executive Director
for Administration and Finance

Keri Cahoon, Executive Assistant

Gail Hanley, Department Assistant III

Carolle White, Department Assistant III

Joan McCarty, Department Assistant II

Margaret Callanan, Staff Attorney

Kathie Harvey, Commission Clerk

Nancy Hossfeld, Communications Coordinator

John Morse, Information Technology Specialist

Affordable Housing Program

Paul Ruchinskas, Affordable Housing Specialist

Arden Cadrin, Department Assistant III (part time)

Economic Development Program

Leslie Richardson, Economic Development Officer

Marilyn Fifield, Research Analyst (part time)

Geographic Information System (GIS) Program

Gary Prahm, Systems Manager

Jennifer Kachajian, GIS Analyst

Ben Smith, GIS Analyst

Marine Resources Program

Steve Tucker, Marine Resources Specialist

Natural Resources and Land Protection Program

Heather McElroy, Natural Resources/Land
Protection Specialist

Planning, Community Development, and Regulatory Program

Dorr Fox, Chief Regulatory Officer

Sharon Rooney, Senior Regulatory Planner

Andrea Adams, Planner II

Phil Dascombe, Planner II

Martha Hevenor, Planner II

Stacey Justus, Planner II

Sarah Korjeff, Planner II (part time)

Greg Smith, Planner II

Martha Twombly, Planner II

Tana Watt, Planner II

Transportation Program

Bob Mumford, Program Manager

Lev Malakhoff, Senior Transportation Engineer

Glenn Cannon, Transportation Engineer P.E.

Clay Schofield, Transportation Engineer P.E.

Tim Boesch, Transportation Engineer

Priscilla Leclerc, Senior Transportation Planner

John Jannell (until 7/7/03), then Melissa Mills,

Transportation Analyst

Water Resources Program

Tom Cambareri, Program Manager

Ed Eichner, Water Resources Scientist

Gabrielle Belfit, Hydrologist

Scott Michaud, Hydrologist

Donna McCaffery, Project Assistant (part time)

Brian DuPont, GIS Analyst (grant funded)



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