



CAPE COD
COMMISSION

Cape Cod Commission Fiscal Year 2013 Annual Report

July 1, 2012, to June 30, 2013



Fiscal Year 2013 Annual Report of the Cape Cod Commission

The Cape Cod Commission is the regional land use planning, economic development, and regulatory agency created in 1990 to serve the citizens and the 15 towns of Barnstable County, Massachusetts. The agency's mission: "To keep a special place special."

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Fiscal Year 2013 Appointed Representatives to the Cape Cod Commission

Fiscal Year 2013 Officers:

Chair:	John D. Harris (Minority Representative)
Vice Chair:	Jack McCormack Jr. (Yarmouth)
Secretary:	Richard Roy (Dennis)

Fiscal Year 2013 Members

REPRESENTING...

Barnstable	Royden Richardson
Bourne	Michael Blanton

Brewster	Elizabeth Taylor
Chatham	Vacant
Dennis	Richard Roy
Eastham	Joy Brookshire
Falmouth	Vacant until December 2012, then Andrew Putnam
Harwich	Robert Bradley until mid-September 2012, then vacant until May 2013, then Jacqueline Etsten
Mashpee	Ernest Virgilio
Orleans	Leonard Short
Provincetown	Austin Knight
Sandwich	Joanne O'Keefe until April 2013, then vacant
Truro	Peter Graham until April 2013, then vacant
Wellfleet	Roger Putnam
Yarmouth	Jack McCormack Jr.
County Commissioner	Mary Pat Flynn
Minority Representative	John D. Harris
Native American Representative	Vacant
Governor's Appointee	Herbert Olsen until mid-March 2013, then vacant

Fiscal Year 2013 STAFF

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FY2013 PRIORITIES

The Cape Cod Commission pursued the following priorities in Fiscal Year 2013:

Wastewater Management

The Commission prepared a Regional Wastewater Management Plan (RWMP) throughout 2012, publishing it online on December 31 (www.capecodcommission.org/regionalplans/RWMP). The RWMP presents a framework and a set of tools for identifying several wastewater solutions for each watershed. The Commission created the RWMP to advance the region's decision making toward improving Cape Cod's water quality through sustainable and affordable approaches. The online document describes the Cape's wastewater problem; provides a baseline assessment of the region's land use and water quality environment, and the existing regulatory and planning environment; reviews a wide variety of potential solutions, including conventional and green infrastructure and innovative alternatives; explores questions related to the costs for various solutions and makes a preliminary analysis of the affordability of various solutions for Cape residents; and reviews the tools and resources on hand as the region pursues further wastewater management planning.

In preparation for the release of the RWMP, the Commission staff also:

- prepared a guidance document for the agency's regulatory review of local Comprehensive Wastewater Management Plans (CWMPs);
- conducted a Cape-wide buildout analysis to support local and regional planning;
- developed the Watershed MVP application for technical experts and municipalities to explore various potential management scenarios;
- developed a "green infrastructure" siting tool as a companion to the Watershed MVP; and,
- pursued pilot projects to better understand green approaches to treating wastewater and stormwater.

In late January 2013 the Commonwealth of Massachusetts directed the Commission to prepare an update to the 1978 Area-wide Water Quality Management Plan for Cape Cod, a requirement under Section 208 of the federal Clean Water Act. Calling nutrient contamination "one of the most pressing environmental challenges facing Cape Cod"¹ the state called for the updated plan to "address a critical problem—the degradation of Cape Cod's water resources from excessive nutrients," primarily nitrogen contamination from septic systems, wastewater treatment plants, lawns, and stormwater leaching into the groundwater, flowing underground, and discharging into water bodies.

¹ From the January 30, 2013, letter from Massachusetts Department of Environmental Protection (MassDEP) Commissioner Ken Kimmell directing the Cape Cod Commission to prepare the 208 Plan update. See: http://www.capecodcommission.org/resources/initiatives/KimmellDEP_013013CapeCodLetter.pdf

The Commission's technical staff, partner organizations, and scientists have pursued water quality planning and analyses for decades to give planners and officials in the region a better understanding of the hydrology and geology of Cape Cod in order to protect the region's natural resources. Following the scientific analyses prepared for the Massachusetts Estuaries Project during the last decade, the Commission, the University of Massachusetts-Dartmouth, and the Massachusetts Department of Environmental Protection conclude that nitrogen contamination has affected the water quality of more than 90 percent of the Cape's estuaries, and that 85 percent of the wastewater flow into those embayments and estuaries comes from on-site septic systems.

The state designated the Cape Cod Commission to prepare the 208 Update this year because it considers a regional effort to be one that will:

- facilitate a holistic, watershed-based approach;
- limit the amount of needed infrastructure by sharing facilities in areas of greatest need;
- allow more diverse solutions; and,
- achieve economies of scale.

To support the work that the draft 208 Update will entail, the state also committed \$3.35 million from the Massachusetts Water Pollution Abatement Trust to the Cape Cod Commission this spring.

The Commission developed a Program Work Plan for the 208 Update that lays out an ambitious set of tasks in a tight timeframe (three years, with the bulk of the work to be completed in Fiscal Year 2014) to produce an area-wide planning-level document. The Commission and its consultants are tackling the technical analyses, planning, financial, and public participation requirements for the 208 Update simultaneously, engaging stakeholders for the program's policy, affordability, financing, planning, and implementation issues, as well as stakeholders for watershed- or basin-specific issues, needs assessments, evaluation of alternatives, and evaluation of costs. A range of technologies and management/regulatory solutions are being explored and customized for each watershed to provide the most cost-effective, appropriately scaled, and phased solution for each water body.

A key principle of the Update is to prioritize actions "focusing on the most severely impaired waters and the most easily and affordably implemented solutions while maximizing the use of existing infrastructure." The entire 208 Program Work Plan can be reviewed online: www.capecodcommission.org/resources/initiatives/208workplan.pdf

The 208 Plan Update will:

- focus primarily on excess nutrients (nitrogen for marine waters and phosphorus for fresh waters)
- be watershed based (57 total watersheds across the Cape)
- rely on previously completed water-quality assessments and data-collection efforts
- use a workshop approach to engage stakeholders Cape-wide and watershed-by-watershed

- assess and redefine the baseline condition for natural systems and for built systems
- summarize water quality impairments and create a prioritized list of needs
- evaluate preliminary financial and affordability assessments
- identify watershed-based wastewater management alternatives that consider a range of technologies, including “green” infrastructure options
- propose implementation planning and performance/compliance monitoring for individual watersheds and Cape-wide
- accommodate an “adaptive management” approach

In preparation for an August 2013 launch, the Commission staff also worked this year to create an online activity to build public awareness of the wastewater/water quality challenge and to engage the general public in efforts to identify solutions. The Cape2O “game” (online: www.communityplanit.org/capecod) was developed by Commission staff working with Emerson College’s Engagement Game Lab. It can be experienced from any location with web access and at any time, making it convenient for individuals who may be interested in the wastewater and water quality issues but have difficulty attending or participating in public meetings and workshops.

For information about the Commission’s 208 Plan Update work during Fiscal year 2014, one can monitor the web site: watersheds.capecodcommission.org

Strategic Information Office

During Fiscal Year 2013, the Cape Cod Commission helped establish a governance committee for the regional Strategic Information Office (SIO). The “Smarter Government Steering Committee” executed a data-sharing agreement with Cape towns. The SIO is working with others, including the Cape Cod Economic Development Council, to collaborate on digital regionalization opportunities and to recommend potential regional solutions for services and products that increase government efficiency and decrease costs to taxpayers.

With funds from a 2012 state Community Innovation Challenge Grant, the SIO began working with Chatham, Yarmouth, and Nantucket in Fiscal Year 2013 on an ePermitting, Licensing, and Inspection System, starting with inspection services and building/health permitting. By leveraging state funds from the District Local Technical Assistance (DLTA) program, the Strategic Information Office will be able to add ePermitting capabilities in Harwich and Provincetown in Fiscal Year 2014. The Commission hired an applications implementation manager this year to work with communities and the vendor (Accela) on these installations. When fully implemented, the online system will allow Cape Cod municipalities to issue and monitor permits, licenses, and inspections, with a web-based portal for citizens and contractors, using a common technology infrastructure and software adopted regionally but tailored to each town.

Community Design Services

The Cape Cod Commission managed a number of complex planning projects for which the staff provided community design services to Cape municipalities this year.

One noteworthy project includes ongoing work with the Town of Chatham on Route 28 area “visioning.” The project includes a land use planning study along the Route 28 corridor from Crowell Road to the Harwich town line to address local concerns about the form and layout of future development along the roadway. The study is examining land use and streetscape issues adjacent to but not including the roadway itself. The project will ultimately identify potential opportunities to enhance or change development patterns along the corridor and other streetscape improvements to be considered by the town and the public. (Online:

www.capecodcommission.org/departments/planning/design/route28visioning)

Another noteworthy community design project this year involved RESET (Regional Economic Strategy Executive Team) assistance to Falmouth for a planning analysis of its Spring Bars Road property and the surrounding area. The team analyzed the infrastructure and transportation needs associated with the property, the financial viability of a proposed 30-unit rental affordable housing project there, made an analysis of broader land use issues and opportunities in the area, and prepared a draft report. (Online:

www.capecodcommission.org/initiatives/RESET)

Economic Development

The Cape Cod Commission continued to pursue the implementation of priority projects that were identified in the Five-year (2009-2014) Comprehensive Economic Development Strategy (CEDS) and were reevaluated through a subsequent yearly process. This year the focus was on:

- wastewater management planning in economic centers, especially in the downtown Buzzards Bay area and Growth Incentive Zone of Bourne, and in the proposed South Sandwich Village area of Sandwich;
- continuation of the SmarterCape Initiative and co-sponsorship of the third annual SmarterCape Summit to promote the use of technology infrastructure to help the region’s economy to evolve from service-based to knowledge-based; and,
- initial work on a comprehensive Cape Cod Canal area transportation study, which includes considering major congestion and safety issues associated with the canal bridges, improvements to Belmont Circle in the downtown Buzzards Bay area, and preliminary planning for improvements and alternatives to the Bourne

Rotary. These transportation issues strongly affect economic activities in the Town of Bourne.

The Commission approved and submitted the CEDS annual report for Year 4 to the US Economic Development Agency at the end of Fiscal Year 2013. Spring 2014 will bring a new five-year review and consensus-based planning process to help the region continue to make economic progress.

Economic development will also be enhanced through a RESET project that is just beginning in Sandwich, partially funded by District Local Technical Assistance (DLTA) funds from the state. The Commission will be a partner with the town to guide growth and development/redevelopment of the South Sandwich Village area, the industrial park, other town-owned parcels, and YMCA property. The Commission staff has begun to pursue a regulatory analysis and strategy that will involve expedited permitting to benefit this and other communities.

Regional Consensus

The Cape Cod Commission coordinated a number of ongoing planning and policy-making endeavors that seek to achieve consensus across the region. Examples from the past include the Five-year CEDS process (see above under “Economic Development”) and this year’s coordination and advancement of regional consensus support for the implementation of ePermitting services for municipalities and the regional government (see above under “Strategic Information Office”).

Culminating a multi-year effort, the Commission staff coordinated and advanced regional efforts – multi-town cooperation – that explored options and crafted a regionally consistent, locally beneficial, long-term contract for the disposal of Cape Cod’s solid waste. In 2015 many of the previously established long-term contracts between Covanta/SEMASS, the off-Cape waste-to-energy facility to which nearly all municipal solid waste is delivered, and Cape towns will expire. Through the formation of the Cape Cod Solid Waste Advisory Committee (SWAC), towns have come together to discuss the future of solid waste disposal and to identify regional solutions to solid waste and recycling. In keeping with the commitment to environmental quality, the Commission has facilitated the group’s efforts for several years. In early May 2013, the regional collaboration process resulted in a proposed term sheet outlining major terms negotiated with Covanta/SEMASS on behalf of Cape Cod and off-Cape communities via the SWAC. Through additional negotiations as the new fiscal year was beginning (August 2013), this regional collaborative effort secured two options from which towns could choose, Covanta/SEMASS and New Bedford Waste Services/Zero Waste Solutions, for competitively priced long-term municipal solid waste disposal contracts. (Online: www.capecodcommission.org/departments/planning/waste and www.capecodcommission.org/departments/technicalservices/DLTA)

Another good example of the Commission's work toward regional consensus is this year's efforts to update the 2005 Joint Land Use Study (JLUS) related to the Massachusetts Military Reservation (MMR), recently renamed to Joint Base Cape Cod. The US Department of Defense/Office of Economic Adjustment awarded the Commission a \$140,000 grant to complete the JLUS Update for the installation and the surrounding communities of Bourne, Falmouth, Mashpee, and Sandwich. The Army nominated the installation for this cooperative planning effort because of significant changes in military mission and land use related to the 2005 Base Realignment and Closure (BRAC) process, the need for policy and procedures about potential alternative-energy development on and off the base, and mutual interests between the military and communities to investigate opportunities for shared utility services. A program goal is to preserve the sustainability of the military mission by ensuring that future community growth and development is compatible with training and operations. In addition, the JLUS planning process and resulting community dialogue can help reduce the impacts of military operations on the adjacent land. Additional information about the JLUS Update are provided in the Town Services section of this report for the towns of Bourne, Falmouth, Mashpee, and Sandwich. (Online: www.capecodcommission.org/departments/planning/MMR)

Another example of the Commission's role in helping achieve regional consensus is its work toward development of regional and local Multi-Hazard Mitigation (MHM) Plans. The Federal Emergency Management Agency (FEMA) has recommended the approval of funds for the Commission to help develop six more local plans (for Bourne, Falmouth, Harwich, Mashpee, Sandwich, and Yarmouth) in addition to the current FEMA-certified Regional MHM Plan for Barnstable County and the five existing FEMA-certified local MHM plans (Barnstable, Chatham, Dennis, Provincetown, and Truro). Development of these plans elevates regional awareness to the types of hazards facing Cape Cod and the level of risk associated with impacts from certain types of hazards. Certified MHM plans also open avenues to mitigation funding to reduce vulnerability to impacts from hazards.

Another good example of the Commission's priority for regional consensus is the finalization this year of the Hyannis Access Study Implementation project. Working with a task force of 45 elected officials, transportation and municipal staff, business representatives, community representatives, and more, the Commission evaluated the design of Route 28 from the Airport Rotary to the Barnstable/Yarmouth town line, taking into consideration large-scale development along sections of Route 132. The study focused on access to and from Hyannis for all users, including those operating automobiles plus pedestrians, bicyclists, and transit riders. The project required extensive public outreach and consensus building among all interested parties and stakeholders. In January 2013, the task force identified a preferred long-term solution. The preferred plan for a new roadway would provide safe and efficient access from Hyannis to Route 6 (at Exit 7) and reduced travel times for emergency providers to the Cape Cod Hospital. The new roadway would also connect downtown Hyannis to the commercial district along Iyannough Road, portions of Route 28, and Route 132. The Cape Cod Commission is continuing to work with area planners and state and federal governmental agencies to advance the

proposal through transportation planning and funding processes. (Online: www.capecodcommission.org/departments/technicalservices/transportation/hyannisacess)

PRIORITIES FOR NEXT FISCAL YEAR

The priorities to be pursued by the Cape Cod Commission during Fiscal Year 2014 include:

1. completing the draft Update to the Section 208 Area-wide Water Quality Management Plan
2. developing a joint Barnstable County/Cape Cod Commission communications plan
3. continuing to develop the Strategic Information Office to further explore digital regionalization and move towards “smarter government” on Cape Cod
4. initiating the five-year update of the Cape Cod Regional Policy Plan
5. pursuing the concept of “expedited permitting” zones

FY2013 HIGHLIGHTS

The Cape Cod Commission staff both coordinated and presented at a number of high-visibility local and national conferences and programs this year, most of which focused on land use and water quality management, successful applications of new technology and new, holistic approaches to solving environmental problems, and developing models that take complex data and make them more easily understood.

The Commission cosponsored and staff organized a two-day well-attended conference, Sustainable Cape Cod: New Tools and Practices for Clean Water and Community Benefit, in October 2012. The conference brought participants and presenters from across the country and the globe to review wastewater management, focusing extensively on non-traditional approaches. Several staff members also attended and made presentations of Cape Cod Commission-developed geospatial technology (Watershed MVP) at the Esri Federal GIS Conference and the Esri Geodesign Summit. Staff also made presentations at the American Planning Association (APA) Annual Meeting, and participated in the Zofnass Program at the Harvard University Graduate School of Design to explore and promote sustainable infrastructure approaches and solutions.

The Commission's Executive Director and Deputy Directors remained closely involved with Cape communities; regional, state, and governmental partners; business groups and chambers of commerce; and nonprofit organizations. Some of their FY2013 meetings, seminars, and workshops included (alphabetically listed):

- Association to Preserve Cape Cod
- Barnstable Citizens Advisory Committee
- Barnstable County Assembly of Delegates
- Barnstable County Commissioners
- Barnstable Town Council
- Boston Society of Civil Engineers
- Bourne Wastewater Advisory Committee
- Brewster Chamber of Commerce
- Buzzards Bay Coalition
- Cape Cod Business Round Table
- Cape Cod Chamber of Commerce
- Cape Cod Community Development Partnership
- Cape Cod Environmental Summit and Consensus Building Process
- Cape Cod Economic Development Council
- Cape Cod Selectmen and Councilors' Association
- Cape Cod State Legislative Delegation
- Cape Cod Technology Council
- Cape Cod Times newspaper
- Cape Cod Town Managers
- Cape Cod Water Protection Collaborative
- Cape Cod Young Professionals

Cape Community Business Partners
CapeNet
Chatham Board of Selectmen
Community Action Committee of Cape Cod and Islands
Community Leadership Institute of Cape Cod and the Islands
Eastham Board of Selectmen
Emerson College
Enterprise newspapers
Falmouth Board of Selectmen
Falmouth Comprehensive Wastewater Management Planning
Falmouth Planning Board
Falmouth Unitarian Universalist Fellowship
Governing Massachusetts: A Leadership Forum
Harvard University Graduate School of Design – Urban Design for Planners
Harvard University Graduate School of Design – Zofnass Program
Harwich Board of Selectmen
Harwich Comprehensive Wastewater Management Planning
Home Builders and Remodelers Association of Cape Cod
Housing Assistance Corporation
Intermunicipal Cooperation Committee
Losing Cape Cod: Our Wastewater Challenge (Saturday community discussions)
Managing Uncertainties Workshop
Marine Biological Laboratory
Martha's Vineyard Commission
Massachusetts Association of Regional Planning Agencies (MARPA)
Massachusetts Department of Environmental Protection (DEP)
Massachusetts Digital Summit
Massachusetts Military Reservation (MMR) Military-Civilian Community Council
Metropolitan Area Planning Council
Nauset Unitarian Universalist Fellowship
New England Water Environment Association
New Urban Mechanics - City of Boston Mayor's Office
OpenCape Corporation
Orleans Board of Selectmen
Provincetown Banner newspaper
Regionalization Toolkit conference
Rhode Island School of Design
Sandwich Board of Selectmen
SmarterCape Partnership and the SmarterCape Summit 3 (2013)
Smarter Government Steering Committee
Southeast New England Partnership
University of Massachusetts-Amherst
US Environmental Protection Agency (EPA)
Waquoit Bay National Estuarine Research Reserve
WCAI/WNAN Public Radio/The Point Program
Wellfleet Non-Resident Taxpayers Association

**Workforce Investment Board
Yarmouth Board of Selectmen**

In addition to the 70± public meetings and public hearings required for the review of proposed Developments of Regional Impact (DRIs) and other regulatory matters, the balance of the Commission's staff also coordinated public meetings and special events as follows (alphabetically listed):

Annual Cape-wide Historic Preservation Workshop: Preparing for the Future
Barnstable County HOME Consortium Advisory Council (monthly)
Bay State Bike Week (annual)
Cape Cod Joint Transportation Committee (CCJTC; monthly)
Cape Cod Metropolitan Planning Organization (CCMPO)
Cape Cod Pathways Fall 2012 Walking Weekend and Spring 2013 Walking Weekend
Cape Cod Rail Trail Proposed Extension
Cape Cod Regional Bicycle and Pedestrian Committee
Cape Cod Smart Transportation Week (annual)
Cape Cod Solid Waste Contract Advisory Committee
Cape Cod Transportation Improvement Program (TIP)
Good Development in Small Packages: Cottage Housing and Affordable Housing (workshop)
Harvard University Graduate School of Design – Landscape Architecture III Studio
Hyannis Access Study Implementation Task Force
Living Streets Planning Project in Brewster and Orleans
Living Streets Planning Project in Yarmouth
Massachusetts Department of Transportation (MassDOT) “Your Vision, Our Future”
Provincetown-Truro-Wellfleet Bicycle and Pedestrian Master Planning
Regional Ready Renters (RRR) Program
Section 208 Area-wide Water Quality Advisory Board
SmarterCape Summit 3 (annual)
State of the Cape: Changing Waters and Shorelines (two-day conference by the Waquoit Bay National Research Reserve, with poster board sessions)

FY2013 PROGRAMMATIC GOALS AND ACTIONS

REGIONAL PROGRAMS

Goal 1: To increase capacity to manage water and wastewater infrastructure planning

FY2013 Actions:

The Commission staff prepared and published the Regional Wastewater Management Plan framework, completed a draft “guidance document” for the Commission’s regulatory review of local Comprehensive Wastewater Management Plans, and provided technical assistance about water supply protection to the Town of Eastham. (See also “Wastewater Management” in the FY2013 Priorities section of this report.)

Goal 2: To increase consistent and coordinated geographic data among towns and Barnstable County

FY2013 Actions:

The Commission staff made 24 web-mapping applications available through its Geographic Information System (GIS), encouraged cooperation and coordination among the Cape-wide GIS Users Group and organized three meetings of the group during Fiscal Year 2013, expanded the GIS to seven SQL databases with 501 layers, and improved access for non-departmental use of the SQL servers.

Goal 3: To promote the creation of affordable housing and equal opportunity in housing

FY2013 Actions:

The Commission staff, through the Barnstable County HOME Consortium, administered the US Department of Housing and Urban Development (HUD)-funded HOME Program. Four Consortium-funded rental projects totaling 210 affordable units were completed, and eight down-payment loans to first-time homebuyers were made. The Commission staff also filled nine rental units through the Regional Ready Renters Program and added 17 new applicants to the program (www.capecodcommission.org/departments/planning/housing/renters).

Goal 4: To coordinate a regional transportation program to improve safety, relieve congestion, promote alternatives to automobile travel, and encourage roadway construction/modifications that are consistent with community character and historic and scenic resources

FY2013 Actions:

The Commission staff continued to help coordinate the activities of the Cape Cod Joint Transportation Committee and the Cape Cod Metropolitan Planning Organization. These efforts secured \$23.6 million of federal and state infrastructure capital for the region. In addition, the Commission staff undertook two “Complete Streets/Living Streets” projects this year to design an approach to transportation planning that respects the unique environmental resources of the region and includes roadway improvements with multi-use paths and sidewalks. The staff completed a Living Streets project along a portion of Route 6A between Brewster and Orleans in December 2012 and initiated a Living Streets project along a portion of Route 28 in Yarmouth in March 2013. The Yarmouth project is continuing into Fiscal Year 2014. (Online: www.capecodcommission.org/departments/planning/design/sustainabledesign)

Goal 5: To implement transportation policies for Barnstable County that are consistent with local, regional, state, and federal transportation plans and policies

FY2013 Actions:

The Commission staff continued to work with Cape municipalities, the Cape Cod Joint Transportation Committee, and the Cape Cod Metropolitan Planning Organization to identify and pursue funding for priority projects. About 71 percent of available funds were allocated for roadway infrastructure through the Cape Cod Transportation Improvement Program (TIP), the annual projects list. (More transportation information online: www.capecodcommission.org/departments/technicalservices/transportation)

The staff also continued to work on a Cape-wide bicycle network plan to advance cross-border bicycle path connections (www.capecodcommission.org/initiatives/bikeped). The staff worked most actively with local committees and municipal staff this year on Provincetown-Truro-Wellfleet connections and Dennis-Yarmouth-Barnstable connections. In addition, the Commission partnered with the Cape Cod Regional Transit Authority to design and produce 300-plus regionally consistent Cape Cod Bicycle Network signs, and designed and supervised the printing of 20,000 brochures that describe and provide maps for many segments of the bicycle network.

ENERGY AND ENVIRONMENT PROGRAMS

Goal 1: To increase energy conservation, efficiency, and use of renewable resources in local plans and large-scale development

FY2013 Actions:

The Cape Cod Commission staff continues to provide technical assistance to towns toward adoption of local energy policies and progress on federal/state renewable energy initiatives. The towns of Barnstable and Harwich have incorporated energy policies into their Local Comprehensive Plans, and 15 towns have adopted criteria for siting renewal energy facilities locally (all have solar overlay districts). All large-scale developments undergoing regulatory review by the Commission for energy this year incorporated renewable energy, energy efficiency, and energy conservation initiatives in their proposals.

Goal 2: To protect the most sensitive natural resources

FY2013 Actions:

The Commission staff continued to support regional efforts that prioritize land areas needing protection and local efforts that protect rare species, wetlands, vernal pools, wildlife habitat, and potential future water supply areas. Ten Cape Cod towns currently have state-approved local Open Space and Recreation Plans, and 11 Cape towns have identified actions and priorities for land acquisition in their Local Comprehensive Plans.

Goal 3: To protect historic/cultural resources and community character

FY2013 Actions:

The Commission staff continued to provide technical assistance to towns and town committees this year as they developed local design guidelines and reviewed alterations to historic buildings. Planning, design, and technical staff members finalized the guidance document, *Complete Streets/Living Streets: A Design Manual for Cape Cod*, and shared it with local boards. The planning staff is currently working with the Town of Chatham on a visualization and planning project for land use along a portion of the Route 28 corridor. The staff historic preservation specialist also coordinated with Boston University's Preservation Studies Graduate Program this year to inventory and map "heritage landscapes" in Falmouth and gave several public presentations on the region's historic architecture and efforts to preserve it. The historic preservation specialist also organized the Fifth Annual Cape-wide Historic Preservation Workshop (online: www.capecodcommission.org/departments/planning/historic/workshops).

Goal 4: To limit development in the coastal zone, particularly high-hazard areas, to protect the natural, beneficial functions of coastal resources

FY2013 Actions:

The staff made presentations and provided technical assistance to several Cape towns this year about coastal resource protection and restoration proposals. The staff Natural Resources Specialist also continued to serve on the Massachusetts Ocean Advisory Commission.

The Commission staff also worked to promote and assist development and adoption of local Multi-Hazard Mitigation (MHM) Plans and to encourage climate-adaptation planning. Five Cape Cod towns currently have FEMA-certified local MHM plans. (FEMA had already certified Barnstable County's regional MHM plan in March 2010.) Through the Commission's efforts, funding has been granted for Fiscal Years 2014 and 2015 to help with the development of six additional local plans. The five existing local MHM plans considered climate-adaptation strategies.

Goal 5: To protect and restore the Cape's sensitive fresh and marine water resources

FY2013 Actions:

The Commission staff continued to help Cape towns in their efforts to assess and protect freshwater resources, and continued to work with citizen volunteers (Pond and Lake Stewards, or PALS) and the University of Massachusetts-Dartmouth School for Marine Science and Technology (SMAST) to monitor and test the water quality of Cape Cod's ponds and lakes. In addition, for the ongoing Massachusetts Estuaries Project, the Commission staff continued to work with SMAST and the state Department of Environmental Protection (DEP) on technical issues related to implementation of nitrogen limits. The staff also worked this year with the towns of Chatham and Barnstable on their adaptive management plans (AMPs) for wastewater management.

Goal 6: To maintain a high-quality and sustainable drinking water supply

FY2013 Actions:

The Commission staff assisted 13 towns this year toward the protection of drinking water supplies and 14 towns toward water supply development and management. The staff also helped towns understand low-impact development (LID) stormwater management techniques and incorporate them into town projects and proposals.

The staff continued to monitor the Cape-wide network of observation wells that track the height of the water table (groundwater level) each month and made 240 well measurements for that purpose throughout the year (online: www.capecodcommission.org/departments/technicalservices/water/wells). Among

other uses, the measurements are routinely used by engineers, contractors, and municipal staff to design, properly locate, and issue permits for on-site septic systems.

Goal 7: To coordinate local and regional solid waste management efforts and ensure proper handling and disposal of hazardous wastes

FY2013 Actions:

The Commission's Deputy Director continued to work with the regional Solid Waste Contract Advisory Committee throughout the year to develop a long-term municipal solid waste disposal contract that towns could opt into to receive the benefit of a regionally negotiated, favorable rate beginning in 2015 or earlier. By May 2013, the collaboration process had resulted in a proposed term sheet for 10-year contracts negotiated with Covanta/SEMASS Partnership (operators of the waste-to-energy facility in Rochester, Massachusetts) on behalf of Cape Cod and off-Cape communities. Negotiations were continuing as the new fiscal year began. By August 2013, the SWAC had finalized negotiations with Covanta/SEMASS and New Bedford Waste Services/Zero Waste Solutions, securing favorable rates and terms from which towns may choose. Several Cape towns (Brewster, Sandwich, and Wellfleet) have already entered into contracts with either Covanta or New Bedford Waste Services; Falmouth has an agreement with the Town of Bourne Integrated Solid Waste Management Facility. Other towns are continuing to consider the advisory committee's successfully negotiated options.

Goal 8: To promote a balanced regional economy capable of supporting year-round livable wage jobs; to retain and attract income to the region; and to increase economic opportunities

FY2013 Actions:

The Commission continued to work with regional partners such as Barnstable County's Cape Cod Economic Development Council and the Cape Cod Chamber of Commerce to implement the fourth year of the 2009 Five-year Comprehensive Economic Development Strategy (CEDS) this year. Eleven CEDS priority projects are actively under way. The region received \$60,000 this year from the US Economic Development Administration as a result of the CEDS certification. (Annual CEDS reports are available online: www.capecodcommission.org/departments/economicdevelopment/CEDS)

The Commission's staff also continued to enhance the STATscapecod online data center (www.statscapecod.org) providing data sets and analyses of economic and demographic statistics and information for the region. Currently 20 benchmarks for a balanced economy are available on the site, as are eight data tables presenting up-to-date information on a town-by-town basis.

Goal 9: To promote efficient capital facilities and infrastructure

FY2013 Actions:

The Commission staff worked to develop baseline assessments of existing infrastructure for telecommunications, energy, water, transportation, stormwater, and public safety. The Commission's GIS department has partially mapped 28 different types of infrastructure. The Commission's planning, economic development, and transportation staff also continued to promote infrastructure solutions that contribute to "livable communities," a multifaceted approach to incorporate sidewalks and bicycle amenities, low-impact design (LID) for stormwater management, and more. Twelve Cape Cod towns currently have bylaws or regulations that support LID. Several communities are currently pursuing multi-use paths and sidewalks. The Commission has also continued to promote inter-municipal approaches to shared equipment and infrastructure needs. Two Cape towns (Chatham and Harwich) have executed a memorandum of agreement to explore shared wastewater infrastructure. In addition, a scope of work was developed for infrastructure in the planned Economic Center known as the proposed South Sandwich Village Center through a public-private partnership.

Goal 10: To implement land use planning and growth management programs to guide growth to appropriate areas

FY2013 Actions:

The Commission staff continued to work toward implementation of the 2009 Regional Policy Plan's growth policy: "To guide growth toward areas that are adequately supported by infrastructure and away from areas that must be protected for ecological, historical, or other reasons." The staff has completed a Cape-wide buildout analyses to estimate additional development potential under existing zoning, which will assist regional and local land use planning and growth management efforts. The Commission has also permitted 25,000 new square feet of development space in Economic Centers through Development of Regional Impact (DRI) decisions and Development Agreements.

The planning staff has continued to help towns either develop, update, or re-certify their Local Comprehensive Plans; eleven are completed or updated. The staff also continues to help towns with their zoning amendments and bylaws to make those regulations more consistent with regional land use and growth management programs. For example, the Commission planning staff began work with the Town of Chatham on land use concerns along a portion of the Route 28 corridor this year.

INTERNAL OPERATIONS

Goal 1: To increase the Cape Cod Commission's capacity to provide planning and technical services to towns

FY2013 Actions:

The Cape Cod Commission receives funding from a variety of sources to accomplish its objectives. On behalf of the Commission, each town collects a proportional assessment from its taxpayers for the Cape Cod Environmental Protection Fund, which supports Commission work throughout the region. To broaden the agency's capacity for providing additional, cost-effective services to towns, the Commission also pursues outside grants and other sources of revenue that are then applied to town and regional projects. In Fiscal Year 2013, funds from fee-based services and external grants totaled more than \$2.4 million and allowed the staff to pursue targeted tasks for Cape towns. For example, the Commission has received state funds from the District Local Technical Assistance (DLTA) program for several years. Each year's DLTA funds are then awarded to various town and regional projects to help those communities perform (or establish contracts for) studies and to accomplish planning and technical work that they might not be able to afford otherwise.

The Commission staff also continues to pursue resources necessary to design and develop searchable databases (for example, about proposals undergoing the regional regulatory review process) and data sets that support municipal policy- and decision-making (for example, last year's Watershed MVP, which helps municipalities and technical professionals compare various water quality protection and wastewater management approaches). The Commission also continues to pursue the resources necessary to implement project and information management technologies, such as the ePermitting system described under "Strategic Information Office" in the FY2013 Priorities section of this report.

The Commission's primary web site (www.capecodcommission.org) provides a wide variety of information, documents, maps, and other resources for public information and municipal purposes. In Fiscal Year 2013, the site enjoyed use by more than 29,000 unique visitors during which more than 200,000 pages were viewed. Visitation is nearly equally divided between returning visitors and new visitors. The Commission also expanded its web presence this year to offer a portal to the Section 208 Area-wide Water Quality Management Plan Update (www.watersheds.capecodcommission.org) as the planning progresses; the site allows municipal officials, residents, seasonal homeowners, visitors, and policy makers at all levels of government to follow and participate in events and review materials that are under development.

Goal 2: To increase professional development of Cape Cod Commission staff and members

FY2013 Actions:

To keep staff well informed and to maintain their professional skills, the Cape Cod Commission provided funding for professional affiliations and training opportunities. In Fiscal Year 2013, for example, staff attended training offered by:

- Commonwealth of Massachusetts Inspector General – Procurement
- Environmental Systems Research Institute (ESRI) – GIS
- National League of Cities
- Citizens' Housing & Planning Association
- Massachusetts Housing Partnership
- Home Builders Association
- New England Chapter of the American Public Works Association
- Barnstable County Public Works Association
- American Planning Association
- New England Water Environment Association
- Graphics, Desktop Publishing training at Cape Cod Community College
- Institute of Transportation Engineers
- American Public Transportation Association
- Baystate Roads Program

Goal 3: To ensure compliance with statutory requirements and regulations while coordinating review of DRI proposals and DCPC and GIZ nominations

FY2013 Actions:

The Cape Cod Commission prepares informational jurisdictional determinations, development agreements, Development of Regional Impact (DRI) decisions, modification decisions, technical comments on Environmental Notification Forms and Chapter 40B permit applications, and certificates of compliance for DRI-permitted projects. In Fiscal Year 2013, the Commission issued decisions on 11 DRI project applications and 20 requested "Type 1" minor modifications and one requested "Type 2" minor modification to previously approved DRIs (the former reviewed by the agency's Executive Director; the latter reviewed by the Commission's standing Regulatory Committee). The "Town Services" section of this annual report provides more details about these regulatory activities.

Goal 4: To manage the Cape Cod Commission financial resources to ensure adequate reserves and zero funding from Barnstable County Regional Government

FY2013 Actions:

The Cape Cod Commission oversees budgeting, grants management, procurement, and accounts payable/receivable for its own operations. The agency submitted a balanced budget proposal to Barnstable County Regional Government for Fiscal Year 2014, with

no county general funds requested for the fifth consecutive year. The budget includes \$500,000 for legal reserves, \$225,000 for capital reserves, and \$719,819 as the unassigned Cape Cod Environmental Protection Fund balance.

PUBLIC EDUCATION

Goal 1: To continue to build strong community relationships

FY2013 Actions:

The Cape Cod Commission's Executive Director visited six Boards of Selectmen meetings this year, one Cape Cod Selectmen and Councilors Association meeting, two meetings of Cape Cod Town Managers, and six other meetings with town officials. A more extensive list of public/community outreach by the Executive Director, Deputy Directors, Program Managers, and other staff are offered above in the "FY2013 Highlights" section.

Goal 2: To continue to provide education to local officials and the public in the areas of Cape Cod Commission expertise

FY2013 Actions:

The staff continues to participate in working sessions with municipal staff on a regular basis to discuss significant growth management, regulatory, and planning issues.

The staff also continued a major initiative to gather and provide information about wastewater management planning through extensive outreach efforts to municipal and other officials, engineers, and public stakeholders this year. Stakeholder and citizen engagement activities will continue and intensify in FY2014 to increase public awareness about the issue and garner support for the regional Section 208 Area-wide Water Quality Management Plan Update (see "Wastewater Management" in the FY2013 Priorities section of this report). In addition to the planning, technical, engineering, financial, and policy challenges this update presents, the 208 Plan requires region-wide public engagement.

The Cape Cod Commission staff also wrote, compiled, and published six issues of the REPORTER newsletter, distributing each issue to nearly 400 email subscribers and to those who wished to download it from the Commission's web site this year. The newsletter keeps readers, including many municipal offices, informed about regional activities, decisions, actions, and events relevant to their work. The staff also issued 10 press releases and one op-ed commentary to local media outlets. Media coverage of significant Commission work is a regular feature of local weekly and daily newspapers. As mentioned earlier, more than 29,000 unique visitors enjoyed use of the Commission's primary web site (www.capecodcommission.org) in FY2013, up from 19,536 unique visitors in FY2012.

FY2013 TOWN SERVICES

Each of the 15 towns on Cape Cod receives a variety of direct assistance from the Cape Cod Commission that is tailored to that community's specific needs, in addition to benefitting from Cape-wide regional services and programs. The highlights of town-specific activities during Fiscal Year 2013 follow.

TOWN OF BARNSTABLE

Planning, Community Development, and Technical Services

Affordable Housing

- The Barnstable County HOME Consortium, coordinated by the Commission's affordable housing staff specialist, made two down payment/closing cost loans totaling \$17,642 to low-income first-time homebuyers.
- The HOME Consortium closed a \$200,000 loan of HOME funds and the construction is under way by the Barnstable Housing Authority for its 12-unit affordable rental development on Stage Coach Road.
- The Commission filled three accessory apartment units through the Regional Ready Renters program. (Online: www.capecodcommission.org/departments/planning/housing/renters)

Economic Development

- The Commission's staff is coordinating a Regional Economic Strategic Executive Team (RESET) project for the Iyannough Road (Route 132) Regional Retail Center Redevelopment Incentive Project. The project includes analysis of four commercial/retail areas on the regional corridor: the Cape Cod Mall, the Capetown Plaza, the Festival Plaza, and the Southwind Plaza). The project will lead to a short-term redevelopment strategy and a long-term concept plan, as well as proposed new zoning to expedite permitting in the area. The goal is to stimulate the redevelopment of the four major retail centers and to increase economic opportunity and the town's non-residential tax base. (Online: www.capecodcommission.org/initiatives/RESET)

Transportation

- The Commission's transportation staff completed the final report for the Yarmouth Road Corridor Study in December 2012 and the final report for the Hyannis Access Study Implementation in June 2013. Both projects involved working with a task force of community members, business representatives, and

leaders to identify “preferred alternative” concepts for segments of those heavily travelled roadways and intersections leading into and out of Hyannis. The Yarmouth Road project addressed the design of Yarmouth Road/Willow Street area and developed alternatives to improve access for all modes of transportation along this corridor; online:

www.capecodcommission.org/resources/transportation/Yarmouth_Road_2012_report_12272012.pdf

The Hyannis Access Study Implementation project addressed the design of Route 28 from the Airport Rotary to the Barnstable/Yarmouth town line, taking into consideration large-scale development along sections of Route 132; online:

www.capecodcommission.org/resources/transportation/hyannisaccess/HASI_2013_final_report06282013.pdf

- Commission staff transportation planners continued to support local work to extend the Cape Cod Rail Trail from Dennis through Yarmouth and Barnstable. The staff hosted an informational meeting in February 2013 for the public to discuss the proposed project. As envisioned, the proposed project may extend the Cape Cod Rail Trail from Old Town House Road Park in Yarmouth to Iyannough Road (Route 132) in Barnstable, with improvements such as the construction of a continuous, paved shared-use path with grassed shoulders. The project may also include construction of parking areas, rest stops, and pedestrian road crossings at public and private roadways. The design, if approved and funded, would conform to all Massachusetts Department of Transportation (MassDOT) design guidelines and engineering directives.
- The Commission’s transportation staff provided technical assistance to the town to improve traffic flow within the Barnstable Transfer Station and near Pearl Street in Hyannis.
- The Commission’s transportation staff conducted annual summer traffic counts in Barnstable, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online:

www.capecodcommission.org/departments/technicalservices/transportation/counts

Roadway segments and intersections in Barnstable included Route 28 east of the Airport Rotary, Route 28 east of Bearses Way, Route 28 at the Mashpee/ Barnstable town line, Route 28 east of Old Stage Road, Route 6 at the Barnstable/Yarmouth town line, Route 6 at the Sandwich/Barnstable town line, Route 6A at the Barnstable/Yarmouth town line, Route 6A east of Hyannis Road, Route 6A at the Sandwich/Barnstable town line, Airport Road north of Route 132, Bearses Way north and south of Route 28, Bridge Street east of the drawbridge, Bumps River Road east of Lumbert Mill Road, Center Street north of Main Street, Fuller Road east of Wedgewood Drive, Huckins Neck Road west of Route 132, Hyannis Road south of Route 6A, Independence Park Drive north of Route 132, Kidds Hill Road east of Phinneys Lane, Lewis Bay Road north of South Street, Lumbert Mill Road south of Westminster Road, Main Street (Hyannis) west of Cedar Street, Main

Street (Hyannis) west of Winter Street, Nye Road north of Lumbert Mill Road, Old Colony Road north of South Street and south of South Street and Ocean Street, Old Mill Road at the Mashpee/Barnstable town line, Parker Road south of Third (3rd) Avenue, Phinneys Lane south of Kidds Hill Road, Race Lane at the Sandwich/Barnstable town line, Service Road at the Sandwich/Barnstable town line, and West Main Street south of Route 28.

In January 2013, the transportation staff also established a permanent counting station at the intersection of Route 28 and Lumbert Mills Road in Barnstable. Traffic counts from this location are updated monthly and made available online: www.capecodcommission.org/resources/transportation/counts/pdf_count/bar_28_Lumbert.pdf

Water Resources

- The Commission's water staff continued to support the town in its pursuit of wastewater management, including review of Barnstable's nutrient-management plan and Comprehensive Wastewater Management Plan. The town submitted an Alternatives Screening Analysis Draft Environmental Impact Report (EIR)/Environmental Notification Form (ENF) for joint Massachusetts Environmental Policy Act (MEPA)/DRI review in May 2012. The Needs Assessment and Alternatives Screening Analysis reports concluded with five alternative plans. MEPA has required the preparation of a Final EIR, for which the town must engage in a targeted-watershed approach.
- The Commission water and planning staff continued to support the town's work to address wastewater management in a comprehensive way and to pursue measures to restore the water quality in the Lewis Bay and Parkers River watersheds. With an award from the US Environmental Protection Agency, the Commission worked this year with the towns of Barnstable and Yarmouth on a "green infrastructure" pilot project in the two nitrogen-impacted watersheds. An EPA contractor, the Commission, and the towns worked to (1) identify suitable green infrastructure techniques in the target locations; (2) develop conceptual designs from site inventories, aerial photography, GIS data and mapping analyses, and watershed modeling to quantify water-quality benefits; and (3) identify preliminary cost estimates. The initiative in these watersheds may result in a cost-effective model for other towns as they attempt to implement sustainable wastewater options.
- The Commission partnered with the Town of Barnstable and a consulting and engineering company (Ecolotree) and worked with a graduate student to conduct a research project on the use of trees to mitigate excess nitrogen in groundwater. The process involved "phytoremediation," a potential green-infrastructure solution that uses plants to clean up soils. In 2012, the staff installed test cells at the Barnstable Water Pollution Control Facility. In the cells they planted three species of trees. As the saplings grew and their roots filled the cells, the staff took periodic water samples to determine how well the trees removed nitrogen, phos-

phorus, and heavy metals from the effluent at the facility. Samples were tested at the University of Massachusetts-Dartmouth School for Marine Science and Technology. In January, the staff moved the project from Barnstable's facility to Barnstable County's Alternative Septic System Test Center. More information is available online:

www.capecodcommission.org/initiatives/wastewater/phytoremediation

- The Commission water staff supported the town's use of the Watershed MVP application to evaluate targeted-watershed approaches for Three Bays.
- The Commission's water staff conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds water-quality sampling snapshot for Aunt Betty's, Bog, Eagle, Garrett's, Hamblin, Hathaway, Hinckley, Joshua, Lewis, Little Parker, Long, Lovell, Lumbert Mills, Mary Dunn, Micah, Middle, Mill, Muddy, Neck, Parker, Red Lily, Round, Rushy Marsh, Schoolhouse, Shallow, Shubael, and Stoney ponds; Crystal and Mystic lakes; and Lake Elizabeth.

Geographic Information System (GIS)

- The Commission's GIS staff supported all of the above as necessary. For the Iyannough Road (Route 132) Regional Retail Center Redevelopment Incentive (RESET) Project, the GIS staff is using Barnstable County LiDAR data from the Northeast LiDAR Project, which was funded by the NRCS and is being hosted by MassGIS. The Commission is using the county LiDAR data set to develop surfaces for the possible development of 3D imagery. The GIS staff also provided mapping support to the Hyannis Access Study Implementation project, and draft maps of wildfire hazard areas and regional vulnerability assessment to municipal staff for review and update of the local Multi-Hazard Mitigation Plan.

Regulatory Activities

DRI Mitigation Funds in Fiscal Year 2013

- The Commission provided \$40,000 to support planning, design, and construction of the Bearses Way Multi-Modal Path project.

DRI Decision in Fiscal Year 2013

- Cape Cod Healthcare/Cape Cod Hospital Emergency Department Expansion – On 10/11/12, the Cape Cod Commission approved a Hardship Exemption/Project of Community Benefit (POCB) application for the proposed 26,500-sq.ft. single-story expansion to the Cape Cod Hospital for an enlarged emergency center with new and reconfigured parking lots within the main hospital campus and at several parcels on Park Street.

DRI Minor Modifications – Type #1

- The Commission's executive director approved requested minor modifications to the following previously approved decisions:

- Rose Motel Redevelopment/Lakeside Commons (CU-HDEX07018) – approved 7/2/12
- Cotuit Landing Redevelopment and Expansion (JR99013) – one approved 8/9/12, another 1/3/13, and another 3/28/13
- Cape Cod Mall Renovation and Expansion (TR96025) – one approved 8/30/12 and another 1/15/13
- Barnstable Municipal Airport Improvements Project (DRI/EIRO6011) – one approved 9/5/12 and another 3/25/13
- Industrial Communications & Electronics Tower/Barnstable (TR20069) – one approved 10/2/12, another 10/3/12, another 1/30/13, and another 2/14/13
- Cape Cod Hospital Emergency Center Expansion (HDEX12031) – one approved 1/25/13 and another 5/29/13

DRI Minor Modifications – Type #2

- The Commission’s Regulatory Committee approved a requested minor modification to the previously approved decision for the Rose Motel Redevelopment/Lakeside Commons (CU-HDEX07018) on 9/13/12.

DRI Certificates of Compliance

- Final Certificates of Compliance:
 - Atlantis Stop & Shop (JR20035) – Issued on 7/19/12
 - Airport Way Nominee Trust Photovoltaic Project (TR11016) – Issued on 11/7/12
 - Cape Cod Mall Renovation and Expansion (TR96025) – Issued for T. Murphy’s Sports Bar on 1/29/13
 - Cape Cod Commercial Linen Service (TR11017) – Issued on 4/5/13
- Preliminary Certificates of Compliance:
 - NSTAR Lower SEMA 345kV Transmission Project (TR11014) – Issued on 8/23/12
 - Cape Cod Hospital Emergency Center Expansion (HDEX12031) – Issued on 1/29/13

DRI Reviews Pending at Year End

- Barnstable Comprehensive Wastewater Management Plan –The Town of Barnstable’s proposal to assess wastewater needs, evaluate mitigation measures, and develop a recommended plan. The DRI review is pending the issuance of a Massachusetts Environmental Policy Act (MEPA) certificate for an Environmental Impact Report.

Development Agreements

- On 11/29/12, the Cape Cod Commission approved the Barnstable Municipal Airport Commission's filing of a Notice of Intent to File a Development Agreement Application for the Barnstable Municipal Airport Master Plan.

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed Mill Pond Improvements (Marstons Mills). Comment letter submitted on 8/14/12.

TOWN OF BOURNE

Planning, Community Development, and Technical Services

Planning

- The Commission's planning and technical staff pursued an update to the Massachusetts Military Reservation (MMR) Joint Land Use Study (JLUS), including collecting and analyzing data, plans, studies, shared-services agreements, and land use/zoning and buildout analyses. The staff convened meetings of policy and technical advisory committees, completed a report on community-military partnerships, and held several workshops to identify potential shared-services opportunities. Commission staff members are now completing initial feasibility studies for several potential shared services, and the staff will develop a model agreement and a final report by the end of September 2013. Online: www.capecodcommission.org/departments/planning/MMR

The Commission's GIS staff has provided locus maps for the JLUS Update project showing features such as owners/occupants and land use, the boundary of Camp Edwards, protected open space and energy projects, buildout potential, and location of 40B affordable housing sites near the study area. Cooperative work with the military base's GIS staff resulted in a GIS layer that more closely matched the defined boundary of the Upper Cape Water Supply Reserve of the MMR.

Affordable Housing

- The Barnstable County HOME Consortium, coordinated by the Commission's affordable housing staff specialist, made one down payment/closing cost loan totaling \$9,000 to a low-income first-time homebuyer.
- Construction was completed and units occupied at Clay Pond Cove, a development with 45 units of affordable age-restricted rentals done by the Housing Assistance Corporation with the assistance of \$150,000 in HOME funds.

Economic Development and Transportation Planning

- The annual planning process for the region's Comprehensive Economic Development Strategy (CEDS) identified an assessment and study of potential transportation improvements in the Cape Cod Canal Area as one of the top priorities

this year. (Online:
www.capecodcommission.org/departments/economicdevelopment/CEDS)

Transportation

- The Cape Cod Commission’s annual Unified Planning Work Program (UPWP) for transportation activities has also identified data collection and analysis and implementation/coordination of Intelligent Transportation Systems (ITS), real-time traveler information, and “smart” travel initiatives aimed at congestion management in the Canal Area as significant program activities this year. (Online:
www.capecodcommission.org/departments/technicalservices/transportation/UPWP)

One study will address congestion management in the area of the Bourne Rotary, one of the most serious traffic safety problem areas on Cape Cod. The study area includes the roadways leading to the rotary, including the Bourne Bridge, MacArthur Boulevard, Sandwich Road, and Trowbridge Road. Another study will address transportation safety at the Belmont Circle in Buzzards Bay. Traffic queues affect the village and can back-up onto Scenic Highway (Route 6 north of the Canal). This study will look at Belmont Circle, the Bourne Bridge ramps, Scenic Highway, the Route 6 Bypass, Main Street Route 6 and 28, Head of the Bay Road, and the intersection of Nightingale Road and Scenic Highway. The staff is analyzing at least four alternatives, including a “no-build” scenario against which to compare any “build” scenarios for these two study areas.

Although not managed by the Cape Cod Commission, the agency supports the trial CapeFlyer passenger-train summer weekend service, which launched successfully this year, attracting riders to and from Boston on Fridays, Saturdays, and Sundays, as one effort to alleviate traffic congestion in the Canal Area.

- The Commission’s transportation staff conducted annual summer traffic counts in Bourne, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online:
www.capecodcommission.org/departments/technicalservices/transportation/counts

Roadway segments and intersections in Bourne included Route 28 at the Bourne/Falmouth town line, Route 28 south of the Bourne Rotary, Route 28 north of the Otis Rotary, Route 28A at the Bourne/Falmouth town line, Route 28A north of County Road, Route 3A south of the Bourne/Plymouth town line, Route 6 Bypass east of St. Margaret, Route 6 Scenic Highway under the Bourne Bridge, Route 6 and 28 west of St. Margaret, Route 6A at the Bourne/Sandwich town line, Adams Street south of Sandwich Road, Andy Olivia Road south of Route 6 Scenic Highway, Clay Pond Road west of Route 28, County Road north of Route 28A, County Road south of Barlows Landing Road, County Road south of Old Dam Road and south of Valley Bars Road, Head of the Bay Road north of Belmont Circle, Meetinghouse Lane west of Old Plymouth Road, Nightingale

Pond Road north of the Scenic Highway, Sandwich Road west of Sagamore Bridge, and Trowbridge Road west of the Bourne Rotary.

Water Resources

- The Town of Bourne recently completed a targeted wastewater planning effort for the Buzzards Bay downtown area. The Commission's water, planning, and technical staff supported the town's Wastewater Advisory Committee as it prepared the proposed wastewater management plan and water supply report in FY2012. The report provided a detailed assessment of the needs, alternatives, facility siting, and estimated costs of providing wastewater infrastructure to support the revitalization of Buzzards Bay. The staff also made a presentation to the Bourne Sewer Commissioners early in FY2013. The town has since voted to approve the report's recommendations to pursue the appropriate next steps.

Geographic Information System (GIS)

- The Commission's GIS staff supported all of the above as necessary, and provided some analysis and map clarifications related to the proposed New Generation Wind Joint Venture DRI project. The staff is also developing a variety of concepts to support the efforts of the Commission's transportation department in its work to improve the Bourne Rotary.

Regulatory Activities

DRI Minor Modifications – Type #1

- The Commission's executive director approved requested minor modifications to these previously approved decisions:
 - ICE Tower/Sagamore Beach (TR99016) on 9/12/12
 - Hydroid, Inc. (HDEX/EX11018) on 9/19/12

DRI Certificates of Compliance:

- Preliminary Certificates of Compliance:
 - NSTAR Lower SEMA 345kV Transmission Project (TR11014) – Issued on 8/23/12
 - Hydroid, Inc. (HDEX/EX11018) – Issued on 9/20/12

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed MMR Small-arms Range Improvements project. Comment letter submitted on 9/19/12.
- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed Solar Array on MacArthur Boulevard. Comment letter submitted on 9/24/12.

- The Commission provided a comment letter on the Chapter 40B proposal for the Coady School Redevelopment/Residences, the redevelopment of a school building into a 58-unit affordable rental apartment facility. Comment letter submitted on 11/28/12.

TOWN OF BREWSTER

Planning, Community Development, and Technical Services

- The Commission's planning and technical staff completed the "Living Streets" study of a 1.7-mile segment of the Route 6A corridor through Orleans and Brewster in October 2012 and issued a final report in December. The study identified conceptual designs and "best management practices" to address traffic safety, stormwater management for wet weather conditions, accessibility and safety for pedestrian and bicycle uses, historic considerations, and community character in that area. (Online: www.capecodcommission.org/departments/planning/design/sustainabledesign/livingstreets_brewsterorleans)

Transportation

- The Commission's transportation staff conducted annual summer traffic counts in Brewster, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online: www.capecodcommission.org/departments/technicalservices/transportation/counts
Roadway segments and intersections in Brewster included Route 124 north of Route 137 and at the Harwich/Brewster town line, Route 137 west of Route 124 and at the Harwich/Brewster town line, Route 6 at the Brewster/Orleans town line, Route 6A east of Route 124, Route 6A at the Brewster/Orleans town line and at the Dennis/Brewster town line, Airline Road at the south end at the Dennis/Brewster town line, Freemans Way west of Route 6, Millstone Road north of Route 137, and Satucket Road west of Red Top Road.

Water Resources

- The town produced a Draft Integrated Water Resources Management Plan (Phase II) report in November 2012, which recommended alternatives for coastal nitrogen reduction in the Pleasant Bay watershed. The Commission continues to support the town's efforts to protect drinking water through its bylaws and the Brewster Water Protection District of Critical Planning Concern.

- The Commission’s water staff conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds water-quality sampling snapshot for Blueberry, Cahoon, Canoe, Cliff, Cobbs, Elbow, Flax, Greenland, Griffiths, Higgins, Little Cliff, Mill, Myricks, Pine, Schoolhouse, Seymour, Sheep, Slough, Smalls, Sols, Upper Mill, and Walkers ponds.

Geographic Information System (GIS)

- The Commission’s GIS staff supported the “Living Streets” project as necessary, and provided some analysis and maps to promote discussion at local meetings with concerned citizens and municipal staff.

Regulatory Activities

DRI Decision in Fiscal Year 2013

- MP Renaissance LLC – The Cape Cod Commission approved with conditions a DRI for the proposed facility off Route 124, which will have one 131,877-sq.ft. building with 132 units (66 memory-care units, 65 assisted-living units, and one manager’s unit) on 8/2/12.

DRI Minor Modifications – Type #1

- The Commission’s executive director approved requested minor modifications to a previously approved decision for Cape Cod National Golf (TR95022) on 9/13/12, 9/19/12, and 10/12/12.

TOWN OF CHATHAM

Planning, Community Development, and Technical Services

- The Commission’s planning and technical staff are conducting a land use planning/visioning study of the Route 28 corridor from the Crowell Road intersection to the Harwich town line to address local concerns about the form and layout of future development along the roadway. The study is examining land use and streetscape issues adjacent to but not including the roadway itself. The study is identifying potential opportunities to enhance or change development patterns along the corridor and/or other streetscape improvements consistent with Chatham’s Local Comprehensive Plan, for consideration by the town and the public. The Commission conducted two workshops to support this study, with a third workshop planned for September 2013. More information is available online:

www.capecodcommission.org/departments/planning/design/route28visioning

Transportation

- The Commission's transportation staff conducted annual summer traffic counts in Chatham, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online:

www.capecodcommission.org/departments/technicalservices/transportation/counts

Roadway segments and intersections in Chatham included Route 137 south of Middle Road and south of Queen Anne Road, Route 28 east of Barn Hill Road, Route 28 at the north and west ends at the Harwich/Chatham town lines, Route 28 west of Stoney Hill Road, Main Street west of Chatham Bars Avenue, Morton Road north of Charles Street, Old Comers Road west of Route 28, Old Queen Anne Road north and south of Stepping Stones Road, Queen Anne Road east and west of Route 137, and Sam Ryder Road north of Middle Road.

Geographic Information System (GIS)

- The Commission's GIS staff supported all of the above as necessary, including providing continued mapping support and buildout analysis for the Commission's planning department as it pursues the land use planning/visioning study for a portion of the Route 28 corridor.

Water Resources

- The Commission's water staff continues to support the town's work to implement its long-range Comprehensive Wastewater Management Plan and Adaptive Management Plan. The town completed the treatment facility and main sewer trunk-line construction in 2012 and is seeking State Revolving Loan Fund funding for the next stage of sewer expansion in the nitrogen-sensitive Stage Harbor watershed system. The town also signed an agreement with the Town of Harwich to evaluate using a portion of the Chatham plant's treatment capacity for the eastern portion of the shared Pleasant Bay watershed.

Strategic Information Office

- The Cape Cod Commission, with funding from a 2012 state Community Innovation Challenge Grant, began working with the town on an E-Permitting, Licensing, and Inspection System. (The towns of Chatham, Yarmouth, and Nantucket were the first to be involved in development of the system; Harwich and Provincetown will also become involved in Fiscal Year 2014.) When fully implemented, the online system will allow Cape Cod municipalities to issue and monitor permits, licenses, and inspections, with a web-based portal for citizens and contractors, using a common technology infrastructure and software adopted regionally but tailored to each town.

The Commission's GIS staff continues to support the regional e-permitting project by providing right time standardized datasets to Accela, the vendor for the project. Working with a third-party contractor, GIS staff created a procedure for receiving bi-weekly feeds from the assessing vendors in the towns of Chatham and Yarmouth. Those weekly feeds are processed into a standardized format and

delivered to Accela. The automation process can be applied to other towns as they implement e-permitting. GIS also spent effort on standardizing the GIS layers that Accela access in their Online map service. GIS hosts these maps on their Online Server for Accela to access.

Regulatory Activities

DRI Minor Modifications – Type #1

- The Commission’s executive director approved a requested minor modification to the previously approved decision for the Chatham Airport Solar Array (TR04012) on 5/8/13.

DRI Certificates of Compliance

- Final Certificates of Compliance for the Chatham Revetments, Phase 1 (TR92055) was issued on 8/3/12.
- Preliminary Certificates of Compliance:
 - Commerce Park/Chatham Cellular Tower Extension (HDEX10003) – Issued on 6/13/12 for the Verizon Installation
 - DuPont Historic Residence – 3 Main Street (TR12005) – Issued on 11/14/12

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed 174 Eastward Road Beach Nourishment project. Comment letter submitted on 9/11/12.

TOWN OF DENNIS

Planning, Community Development, and Technical Services

Planning

- The Commission’s planning and technical staff provided technical support for the town’s Development of Regional Impact (DRI) threshold relief (“Chapter H”) application for the Dennisport Village Center/Economic Center. The town submitted the application on 6/26/12, proposing to revise commercial, residential, mixed use, and economic center requirements. Pending the town’s compilation of additional information, the Commission will process the application in FY2014.

Affordable Housing

- The Barnstable County HOME Consortium, coordinated by the Commission's affordable housing staff specialist, made one down payment/closing cost loan totaling \$8,853 to a low-income first-time homebuyer.
- The HOME Consortium made a conditional commitment of \$175,000 in HOME funds to the Housing Assistance Corporation to assist in the new construction on town-leased land of its 27-unit, 100% affordable, family rental project known as Route 134 Community Housing.
- The Commission filled one accessory apartment unit through the Regional Ready Renters program. (Online: www.capecodcommission.org/departments/planning/housing/renters)

Transportation

- The Commission's transportation staff conducted annual summer traffic counts in Dennis, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online: www.capecodcommission.org/departments/technicalservices/transportation/counts
Roadway segments and intersections in Dennis included Route 134 south of Route 6A, north of Airline Road, south of Exit 9, south of Setucket Road, and north and south of Upper County Road; Route 28 west of Sea Street and east of Telegraph Road; Route 6 at the Dennis/Harwich town line and at the Yarmouth/Dennis town line; Route 6A at the Dennis/Brewster town line, east of Old Bass River Road, and at the Yarmouth/Dennis town line; Airline Road east of Route 134 and at south end at the Dennis/Brewster town line; Highbank Road west of Main Street; Market Place west of Main Street and west of Route 134; Old Bass River Road south of Route 6A, north of Highbank/Upper Road, and north of Main Street; Old Chatham Road east of Route 134; Scargo Hill Road south of Route 6A; Setucket Road at the Yarmouth/Dennis town line; South Gages Way north of the Cape Cod Rail Trail; and Trotting Park Road south of Route 28.

Water Resources

- The Commission's water staff continued to support the work of the Dennis Water and Sewer District on wastewater management planning issues, especially for the Herring River, Swan Pond, and Bass River watersheds and to support the economic redevelopment needs of Dennisport.
- The Commission's water staff conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds water-quality sampling snapshot for Bakers, Cedar, Coles, Eagle, Flax, Fresh, N. Simmons, Scargo, Run, and White's ponds.

Geographic Information System (GIS)

- The Commission's GIS staff supported all of the above as necessary, including map analyses related to the town's DRI threshold relief/Chapter H application for the Dennisport area.

Regulatory Activities

DRI Minor Modifications – Type #1

- The Commission's Executive Director approve a requested modification to the previously approved decision for the Crowell Golf Driving Range/Longest Drive (TR90037) on 12/13/12.

DRI Reviews Ongoing at Fiscal Year End

- Lowe's of Dennis – On 2/5/13, the Cape Cod Commission received an application for the proposed construction of an approx. 100,000-sq.ft. retail Lowe's Home Improvement Store with an adjacent 28,000-sq.ft. garden center near the intersection of Theophilus F. Smith Road and Route 134 in South Dennis. The applicant withdrew the proposal on 5/6/13, but then resubmitted it with additional transportation information on 5/13/13.

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed Ramp/Float/Dredging project at 98 Merchant Avenue. Comment letter sent 2/6/13.

TOWN OF EASTHAM

Planning, Community Development, and Technical Services

Planning

- The Commission's planning staff supported the town's work toward recertification of its Local Comprehensive Plan (LCP).
- The planning staff continues to provide technical assistance to the town on zoning issues, particularly for the North Eastham area.

Planning and Transportation

- The Commission's planning and transportation staff continue to support the work of Outer Cape towns and the Cape Cod National Seashore to improve bicycle and pedestrian amenities in the area. Pending funding, the National Seashore is working to correct hazards and to redesign and overhaul the Nauset Bike Trail from the Salt Pond Visitor Center to Coast Guard Beach. In addition, the National Seashore plans to install a self-activated warning beacon, signage, and a crosswalk at the intersection of Nauset Trail and Ocean View/Cable roads and at the Route 6/Governor Prence Road intersection.

- The Commission's transportation staff conducted annual summer traffic counts in Eastham, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online:

www.capecodcommission.org/departments/technicalservices/transportation/count

Roadway segments and intersections in Eastham included Route 6 at the Eastham/Wellfleet town line, south of Hemenway Road, north of Kingsbury Beach Road, north of the Orleans/Eastham Rotary, and south of Samoset Road; the north and south ends of Nauset Road east of Route 6; Old Orchard Road south of Glacier Hills Road; Samoset Road west of Route 6; and West Road at the Eastham/Wellfleet town line.

Affordable Housing

- The Eastham Affordable Housing Trust filled one new accessory apartment unit via a lottery through the Commission's Regional Ready Renters program. (Online: www.capecodcommission.org/departments/planning/housing/renters)

Water Resources

- The Commission's water staff supported the town in its analysis of options for drinking water and in its work to protect and restore the water quality of freshwater ponds.
- The Commission's water staff conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds water-quality sampling snapshot for Bridge, Depot, Great, Herring, Jemima, Little Depot, Minister, Molls, Muddy, Schoolhouse, and Widow Harding ponds.

Geographic Information System (GIS)

- The Commission's GIS staff supported all of the above as necessary, and provided draft maps of wildfire hazard areas and regional vulnerability assessment to municipal staff for review and update of the local Multi-Hazard Mitigation Plan.

Regulatory Activities

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed Beach Association Stairway project. Comment letter sent 3/5/13.

TOWN OF FALMOUTH

Planning, Community Development, and Technical Services

Planning

- The Commission's planning and technical staff pursued an update to the Massachusetts Military Reservation (MMR) Joint Land Use Study (JLUS), including collecting and analyzing data, plans, studies, shared-services agreements, and land use/zoning and buildout analyses. The staff convened meetings of policy and technical advisory committees, completed a report on community-military partnerships, and held several workshops to identify potential shared-services opportunities. Commission staff members are now completing initial feasibility studies for several potential shared services, and the staff will develop a model agreement and a final report by the end of September 2013. Online: www.capecodcommission.org/departments/planning/MMR

The Commission's GIS staff has provided locus maps for the JLUS Update project showing features such as owners/occupants and land use, the boundary of Camp Edwards, protected open space and energy projects, buildout potential, and location of 40B affordable housing sites near the study area. Cooperative work with the military base's GIS staff resulted in a GIS layer that more closely matched the defined boundary of the Upper Cape Water Supply Reserve of the MMR.

- The Commission provided RESET (Regional Economic Strategy Executive Team) assistance to Falmouth to conduct a planning analysis of its Spring Bars Road property and the surrounding area. The work included an assessment of the infrastructure and transportation needs and the financial viability of a 30 rental-unit affordable housing project proposed on the property and an analysis of broader land use issues and opportunities in the area. (Online: www.capecodcommission.org/initiatives/RESET)
- The Commission's historic preservation and planning staff worked with the GIS department to help map heritage landscapes in Falmouth in cooperation with graduate students from Boston University. The graduate student interns identified historical "pockets" that may not be designated a historic district. Maps of the Falmouth-designated heritage landscapes and seasonal communities were completed.

Affordable Housing

- The Barnstable County HOME Consortium, coordinated by the Commission's affordable housing staff specialist, made a conditional commitment of \$105,000 in HOME funds to The Resource Inc. to assist in the acquisition and rehabilita-

tion of a foreclosed property at 20 Shore Street to create three affordable rental units.

- The HOME Consortium also made a conditional commitment of \$175,000 in HOME funds to the Falmouth Housing Corporation to assist in the redevelopment of its 11-unit, 100% affordable, family rental project known as Notantico Woods in Woods Hole.

Transportation

- The Commission's transportation staff collected data and made observations about the accommodation of bicyclists on Woods Hole Road, issuing a memorandum report in late September 2012.
- The Commission's transportation staff conducted annual summer traffic counts in Falmouth, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online:

www.capecodcommission.org/departments/technicalservices/transportation/counts

Roadway segments and intersections in Falmouth included Route 151 east of Route 28, east of Route 28A, and at the Falmouth/Mashpee town line; Route 28 north of Lakeview Avenue, east of Spring Bars Road, north of Thomas Landers Road, and at the Bourne/Falmouth town line; Brick Kiln Road east of Sandwich Road; Carriage Shop Road east of Collins Street, north of Fresh Ponds Road, and west of Old Barnstable Road; Church Street south of Woods Hole Road; Gifford Street north of Jones Road; Hatchville Road north of Sandwich Road; Jones Road between Route 28 and Beacon Street; Jones Road west of Dove Cottage Road; Katherine Lee Bates Road east of Route 28; Locust Street south of Route 28; Maravista Avenue east of Route 28; Maravista Extension south of Route 28; Old Barnstable Road south of Carriage Shop Road; Palmer Avenue west of Hewins Street; Red Brook Road at the Falmouth/Mashpee town line; Sandwich Road at the Falmouth/Mashpee town line; Shoreview Drive north of Whittier Road; Surf Drive east of Elm Road; and Woods Hole Road south of Oyster Pond.

Water Resources

- The Commission's water staff supported the town's effort to develop its Comprehensive Wastewater Management Plan (CWMP) and exploration of traditional and non-traditional nutrient/nitrogen management methods and participated in the joint MEPA/DRI process for the draft CWMP/Draft Environmental Impact Report (DEIR). The town has proposed a collection system, facility upgrades, and pilot project implementation for the Little Pond watershed. The Commission staff also supported the additional evaluation of the Massachusetts Military Reservation as a potential shared regional facility for the Upper Cape as one of the town's alternatives.

Geographic Information System (GIS)

- The Commission's GIS staff supported all of the above as necessary, including the heritage landscapes work and RESET analyses project for the Spring Bars Road

area. The GIS department also continues to support the Massachusetts Estuaries Project (MEP), providing GIS analysis of the Salt Pond watershed to the UMASS-Dartmouth School for Marine Science and Technology this year.

Regulatory Activities

DRI Mitigation Funds in Fiscal Year 2013

- The Commission provided \$137,551 toward the design and construction of intersection improvements at Worcester Court/Jones Road and Davisville Road/Route 28; and \$50,300 to support the Massachusetts Estuaries Project work at Wild Harbor.

DRI Decisions in Fiscal Year 2013

- Teledyne Instruments Inc. Expansion of 49 Edgerton Drive – The Cape Cod Commission approved a Hardship Exemption on 7/19/12 for the proposed construction of up to 44,850 sq.ft. of new commercial space to be added to an existing 27,750-sq.ft. facility in North Falmouth.
- Green Cove, LLC, and Falmouth Airpark Homeowners Association – The Cape Cod Commission approved a DRI Exemption on 8/30/12 for the proposed modification of a Definitive Plan/Special Permit to re-divide and re-combine more than 52 acres of land.
- F.W. Webb – The Cape Cod Commission approved a DRI with conditions on 9/13/12 on the proposed demolition of an existing block-and-steel building and the construction of a 24,652-sq.ft. building for a wholesale, retail, and warehouse plumbing facility.
- Martha's Vineyard Hybrid Cable Project – The Cape Cod Commission approved on 5/23/13 a Limited DRI with conditions for the proposed submarine installation of a 4.5-mile hybrid fiber-optic/electric cable between Falmouth on Cape Cod and Tisbury on Martha's Vineyard. The Commission's review was limited to coastal and marine resource issues.

DRI Minor Modifications – Type #1

- The Commission's executive director approved several requested minor modifications to previously approved decisions:
 - Falmouth Self Storage (CU07012) on 9/19/12
 - Teledyne Instruments, Inc. Expansion (HDEX12018) on 9/27/12
 - Seacoast LP/Falmouth Monopole (TR02019) on 1/31/13

DRI Certificates of Compliance

- Final Certificates of Compliance:
 - WHOI LOSOS Building (TR11001) – Issued on 7/3/12

- Falmouth Self Storage (CU07012) – Issued for Phase One on 9/18/12
- Preliminary Certificates of Compliance:
 - Teledyne Instruments, Inc., Expansion (HDEX12018) – Issued on 9/28/12
 - F.W. Webb (TR12020) – Issued on 2/21/13

DRI Reviews Pending at Year End

- Falmouth South Coast Watersheds Comprehensive Wastewater Management Plan/Draft Environmental Impact Report (DEIR) – The Town of Falmouth’s draft plan for the south coast watersheds and recommendations for the West Falmouth watershed identifies a preferred scenario for wastewater management and several demonstration projects for non-traditional wastewater and nitrogen management methods. The DRI review is pending the issuance of a Massachusetts Environmental Policy Act (MEPA) certificate for the DEIR.

Development Agreements

- On 12/13/12, CCC approved a modification to the Falmouth Technology Park Development Agreement to enable the Falmouth Economic Development Industrial Corporation to sell a parcel within the park to the Woods Hole, Martha's Vineyard, and Nantucket Steamship Authority.

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on a Notice of Project Change for the proposed Comcast Fiber Optic Cable project. Comment letter submitted on 8/14/12.
- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed project at 85 Associates Road (Chapoquoit Island). Comment letter submitted on 8/23/12.
- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed MMR Small-arms Range Improvements project. Comment letter submitted on 9/19/12.
- The Commission provided a comment letter on a Chapter 40B proposal for 55 Stephens Lane, a rehab of a single-family house. Comment letter submitted on 5/31/13.

TOWN OF HARWICH

Planning, Community Development, and Technical Services

Transportation

- The Commission's transportation staff continued to conduct traffic counts remotely at the intersection of Routes 137 and 39 and at the intersection of Route 124 and Queen Anne Road.
- The Commission's transportation staff conducted annual summer traffic counts in Harwich, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online:
www.capecodcommission.org/departments/technicalservices/transportation/counts

Roadway segments and intersections in Harwich included Route 124 north of Route 39, at the Harwich/Brewster town line, north of Long Pond Drive, and north of Queen Anne Road; Route 137 at the Harwich/Brewster town line; Route 28 at the north and west ends at the Harwich/Chatham town line; Route 28 east of Sisson Road (Route 39); Route 39 west of Route 137; Route 6 at the Dennis/Harwich town line; and Queen Anne Road west of Route 124, east and west of Route 137, east and west of Route 39, east of Main Street, and east of Oak Street.

Water Resources

- The Commission water staff continues to support the town's work toward wastewater management planning and anticipates participating in joint MEPA/DRI review for the proposed Comprehensive Wastewater Management Plan (CWMP). Options for regional infrastructure, for example with the Town of Chatham, are encouraged, especially for shared watersheds such as Pleasant Bay.

Geographic Information System (GIS)

- The Commission's GIS staff supported all of the above as necessary, and provided draft maps of wildfire hazard areas and regional vulnerability assessment to municipal staff for review and update of the local Multi-Hazard Mitigation Plan.

Strategic Information Office

- The Cape Cod Commission, with funding from a 2012 state Community Innovation Challenge Grant, began working on an E-Permitting, Licensing, and Inspection System for the towns of Chatham, Yarmouth, and Nantucket in Fiscal Year 2013. Harwich and Provincetown will also become involved in Fiscal Year 2014. When fully implemented, the online system will allow Cape Cod municipalities to issue and monitor permits, licenses, and inspections, with a web-based portal for citizens and contractors, using a common technology infrastructure

and software adopted regionally but tailored to each town.

The Commission's GIS staff continues to support the regional e-permitting project by providing right time standardized datasets to Accela, the vendor for the project. Working with a third-party contractor, GIS staff created a procedure for receiving bi-weekly feeds from the assessing vendors in the towns of Chatham and Yarmouth. Those weekly feeds are processed into a standardized format and delivered to Accela. The automation process can be applied to other towns as they implement e-permitting. GIS also spent effort on standardizing the GIS layers that Accela access in their Online map service. GIS hosts these maps on their Online Server for Accela to access.

Regulatory Activities

DRI Decisions in Fiscal Year 2013

- Harwich Landfill Land Division (ANR) – The Cape Cod Commission approved a DRI Exemption on 2/14/13 for the proposed division of the town's capped landfill/recycle center into three parcels. As proposed, the larger parcel is to be retained by the town for its current use (as authorized by Harwich Town Meeting), and the two smaller parcels are to be sold or leased or used in conjunction with abutting commercial and industrial properties.

DRI Minor Modifications – Type #1

- The Commission's executive director approved requested minor modifications to a previously approved decision for Cape Cod National Golf (TR95022) on 9/13/12, 9/19/12, and 10/12/12.

DRI Reviews Pending at Year End

- Harwich Comprehensive Wastewater Management Plan (CWMP) – The Town of Harwich's proposed CWMP for a town-wide wastewater collection and treatment system involves a traditional wastewater program with about 92 miles of sewer pipes, 30 pumping stations, and two centralized treatment facilities, to be phased over 40 years. The DRI review is pending the issuance of a Massachusetts Environmental Policy Act (MEPA) certificate for a Draft Environmental Impact Report (DEIR).

TOWN OF MASHPEE

Planning, Community Development, and Technical Services

Planning

- The Commission's planning and technical staff pursued an update to the Massachusetts Military Reservation (MMR) Joint Land Use Study (JLUS), including collecting and analyzing data, plans, studies, shared-services agreements, and land use/zoning and buildout analyses. The staff convened meetings of policy and technical advisory committees, completed a report on community-military partnerships, and held several workshops to identify potential shared-services opportunities. Commission staff members are now completing initial feasibility studies for several potential shared services, and the staff will develop a model agreement and a final report by the end of September 2013. Online: www.capecodcommission.org/departments/planning/MMR

The Commission's GIS staff has provided locus maps for the JLUS Update project showing features such as owners/occupants and land use, the boundary of Camp Edwards, protected open space and energy projects, buildout potential, and location of 40B affordable housing sites near the study area. Cooperative work with the military base's GIS staff resulted in a GIS layer that more closely matched the defined boundary of the Upper Cape Water Supply Reserve of the MMR.

Affordable Housing

- The Barnstable County HOME Consortium, coordinated by the Commission's affordable housing staff specialist, made one down payment/closing cost loan totaling \$7,337 to a low-income first-time homebuyer.
- The HOME Consortium closed a \$225,000 loan of HOME funds and the construction is under way by the Housing Assistance Corporation for its 10-unit 100% affordable rental development known as Breezy Acres on land leased from the Mashpee Housing Authority.

Transportation

- The Commission's transportation staff conducted annual summer traffic counts in Mashpee, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online: www.capecodcommission.org/departments/technicalservices/transportation/counts

Roadway segments and intersections in Mashpee included Route 130 at the Sandwich/Mashpee town line; Route 151 at the Falmouth/Mashpee town line, west of the Mashpee Rotary, and east of Old Barnstable Road; Route 28 at the Mashpee/Barnstable town line; Cotuit Road at the Sandwich/Mashpee town line; Great Neck Road North north of the Mashpee Rotary; Great Neck Road South

south of the Mashpee Rotary; Lowell Road west of Great Neck Road North; Mashpee Neck Road south of Quinaquisset Avenue; Meetinghouse Road north of Route 28; Old Barnstable/Falmouth Road south of Route 151; Old Barnstable Road north of Route 151; Old Mill Road at the Mashpee/Barnstable town line; Orchard Road south of Route 28; Red Brook Road at the Falmouth/Mashpee town line; and Sandwich Road at the Falmouth/Mashpee town line.

Water Resources

- The Commission's water staff continued to support the work of the town on its wastewater management planning. The town has reformulated its Sewer Commission Wastewater Committee and has an in-house coordinator for the wastewater project as the town proceeds with selecting a preferred alternative. New considerations include the MMR treatment facility and disposal site as long-term regional solutions are being evaluated in addition to a potential inter-municipal agreement between Mashpee and surrounding towns on responsibilities and potential nutrient-trading opportunities for the shared Popponesset Bay.
- The Commission's water staff conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds water-quality sampling snapshot for Santuit Pond.

Regulatory Activities

DRI Mitigation Funds in Fiscal Year 2013

- The Commission provided \$1,500 toward development of a Watershed Nitrogen Management Plan and Massachusetts Estuaries Project work; and \$60,389 for the Great Cove Community affordable housing project.

DRI Minor Modifications – Type #1

- The Commission's executive director approved several requested minor modifications to the previously approved decision for ICE Tower/Echo Road (TR02013) on 1/31/13, 2/14/13, and 5/7/13.

DRI Reviews Pending at Year End

- Holland Mills Well and Pumping Station – the town's previously proposed installation of a new water supply well/pump station. The DRI review is pending the issuance of a Massachusetts Environmental Policy Act (MEPA) certificate.

DRI Certificates of Compliance

- Final Certificates of Compliance for the Mashpee Community Health Center (HDEX11009) was issued on 9/17/12.

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the

proposed MMR Small-arms Range Improvements project. Comment letter submitted on 9/19/12.

TOWN OF ORLEANS

Planning, Community Development, and Technical Services

Planning

- The Commission's community design staff remained involved with the Orleans Village Center Subcommittee in their ongoing work to implement the 2011 Orleans Village Center Streetscape Plan. The staff provided assistance with a cultural designation application and continues to work with the Massachusetts Department of Transportation (MassDOT) on furthering components of the streetscape plan.
- The Commission's planning and technical staff completed a "Living Streets" study of a 1.7-mile segment of the Route 6A corridor between Orleans and Brewster. The study identified planning and design approaches for a retrofit to improve safety, bicycle and pedestrian accommodations, and increase connections between transportation modes, and to enhance stormwater management along 6A between Nickerson State Park and Orleans village center. The Commission held several public meetings and finalized a report with conceptual design plans, standard details, and plant lists in December 2012. (Online: www.capecodcommission.org/departments/planning/design/sustainabledesign/livingstreets_brewsterorleans)

Affordable Housing

- With the assistance of \$150,000 in HOME funds from the Barnstable County HOME Consortium (which is coordinated by the Commission's affordable housing staff specialist), the Preservation of Affordable Housing organization completed the rehabilitation of Rock Harbor Village, a project that preserved 100 units of affordable age-restricted rentals.

Transportation

- The Commission's transportation staff conducted annual summer traffic counts in Orleans, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online: www.capecodcommission.org/departments/technicalservices/transportation/counts
Roadway segments and intersections in Orleans included Route 28 north of Route 39, south of Route 6A, and south of Main Street; Route 6 at the Brew-

ster/Orleans town line and west of the Orleans/Eastham Rotary; Route 6A at the Brewster/Orleans town line; Routes 6A/28 east of Route 28; Brewster Cross Road east of Route 6A; Eldredge Parkway east of Route 6A; Lots Hollow Road south of Eldredge Parkway; Main Street west of Route 28, east and west of Route 6A, and east of Locust Road; and Old Colony Way east of Old Tote Road.

Water Resources

- The Commission's water staff continued to support the town's efforts for comprehensive wastewater management planning. The six-phase CWMP, approved by the Commission as a DRI in Fall 2011, aims to meet nitrogen-loading limits for Pleasant Bay, embayments to Cape Cod Bay, and Nauset Marsh/Town Cove. The CWMP accommodates sewage and sludge handling and proposes five cluster treatment systems. The DRI approval contained several conditions for sharing the town's wastewater facility with the neighboring towns of Brewster and Eastham. Local debate about implementation of the CWMP is ongoing.
- The Commission's water staff conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds water-quality sampling snapshot for Bakers, Bolands, Cedar, Critchett's, Deep, Gould, Ice House, Meadow Bog, Reuben's, Sarah's, Shoal, Twinings, Uncle Harvey's, Uncle Israel's, and Uncle Seth's ponds, and Crystal and Pilgrim lakes.

Geographic Information System (GIS)

- The Commission's GIS staff supported the "Living Streets" project as necessary, and provided some analysis and maps to promote discussion at local meetings with concerned citizens and municipal staff.

Regulatory Activities

DRI Mitigation Funds in Fiscal Year 2013

- The Commission provided \$82,600 toward the John P. Hinckley Jr. affordable housing project.

DRI Minor Modifications – Type #1

- The Commission's executive director approved several requested minor modifications to the previously approved decision for the Cape Cod Five Cents Savings Bank Operations Center (TR98019) on 5/6/13.

TOWN OF PROVINCETOWN

Planning, Community Development, and Technical Services

Planning

- The Commission's planning and technical staff continued work with the Outer Cape towns and the Cape Cod National Seashore on the Outer Cape Bicycle and Pedestrian Master Plan, which will address improved bicycle and pedestrian connections between Provincetown and the end of the Cape Cod Rail Trail in South Wellfleet. The staff also continue to support the National Seashore's work to improve bicycle and pedestrian amenities within and near the park, including plans to connect the Province Lands Trail with downtown Provincetown. (Online: www.capecodcommission.org/initiatives/bikeped)

Affordable Housing

- With the assistance of \$125,000 in HOME funds from the Barnstable County HOME Consortium (which is coordinated by the Commission's affordable housing staff specialist), The Community Builders, Inc., completed the construction of Province Landing. The project has 50 units of 100% affordable family rentals, all now occupied, on town-leased land.
- With the assistance of \$100,000 in HOME funds, the Community Housing Resources organization completed the rehabilitation of 83 Shank Painter Road. The project has 15 units of 100% affordable rentals, all now occupied.

Transportation

- The Commission's transportation staff conducted annual summer traffic counts in Provincetown, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online: www.capecodcommission.org/departments/technicalservices/transportation/counts
Roadway segments and intersections in Provincetown included Route 6A at the Truro/Provincetown town line; Bradford Street between Ryder and Alden, west of Shank Painter Road, and between Winslow and Prince; and Conwell Street north of Route 6A.

Water Resources

- The Commission's water staff continued to support the town's work on its phased Comprehensive Wastewater Management Plan, presently Phase 3, which included expanding sewer lines and upgrading the water pollution control facility to its planned capacity. The town has recently applied to the state for sewer extension/connection permits and actions related to Phase 4, which will expand current service to the west end of town.

Strategic Information Office

- The Cape Cod Commission, with funding from a 2012 state Community Innovation Challenge Grant, began working on an E-Permitting, Licensing, and Inspection System. for the towns of Chatham, Yarmouth, and Nantucket in Fiscal Year 2013. Harwich and Provincetown will also become involved in Fiscal Year 2014. When fully implemented, the online system will allow Cape Cod municipalities to issue and monitor permits, licenses, and inspections, with a web-based portal for citizens and contractors, using a common technology infrastructure and software adopted regionally but tailored to each town.

The Commission's GIS staff continues to support the regional e-permitting project by providing right time standardized datasets to Accela, the vendor for the project. Working with a third-party contractor, GIS staff created a procedure for receiving bi-weekly feeds from the assessing vendors in the towns of Chatham and Yarmouth. Those weekly feeds are processed into a standardized format and delivered to Accela. The automation process can be applied to other towns as they implement e-permitting. GIS also spent effort on standardizing the GIS layers that Accela access in their Online map service. GIS hosts these maps on their Online Server for Accela to access.

Regulatory Activities

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed 131A Commercial Pier (Flyer's Boat Shop) project. Comment letter sent 1/8/13.

TOWN OF SANDWICH

Planning, Community Development, and Technical Services

Planning

- The Commission's planning and technical staff pursued an update to the Massachusetts Military Reservation (MMR) Joint Land Use Study (JLUS), including collecting and analyzing data, plans, studies, shared-services agreements, and land use/zoning and buildout analyses. The staff convened meetings of policy and technical advisory committees, completed a report on community-military partnerships, and held several workshops to identify potential shared-services oppor-

tunities. Commission staff members are now completing initial feasibility studies for several potential shared services, and the staff will develop a model agreement and a final report by the end of September 2013. Online:

www.capecodcommission.org/departments/planning/MMR

The Commission's GIS staff has provided locus maps for the JLUS Update project showing features such as owners/occupants and land use, the boundary of Camp Edwards, protected open space and energy projects, buildout potential, and location of 40B affordable housing sites near the study area. Cooperative work with the military base's GIS staff resulted in a GIS layer that more closely matched the defined boundary of the Upper Cape Water Supply Reserve of the MMR.

Affordable Housing

- The Barnstable County HOME Consortium, coordinated by the Commission's affordable housing staff specialist, made one down payment/closing cost loan totaling \$6,343 to a low-income first-time homebuyer.

Economic Development

- The Commission's staff developed a scope of work with the town for a Regional Economic Strategy Executive Team (RESET) project that will begin in Fiscal Year 2014. The project involves an evaluation of development/redevelopment options within a study area that includes the industrial park, the South Sandwich Village area, the town-owned properties in South Sandwich, and the YMCA property. The Commission will complete baseline research and a market analysis to determine existing and future demand for retail and office space. Three scenarios of possible future land use patterns will be presented, the first based on current zoning. The study will also include a fiscal impact analysis for each scenario to better predict taxes, levels of services, and types of taxpayers affected. The study will also include an impact analysis for transportation, water and natural resources, and the regional economy, and a regulatory analysis. A final report is expected later in FY2014. (Online: www.capecodcommission.org/initiatives/RESET)

Planning, Economic Development, and Transportation

- The Commission's transportation and planning staff helped promote local work to establish a bicycle path/route from the Cape Cod Canal into Sandwich village. The Board of Selectmen approved the concept, pending funding.

Transportation

- The Commission's transportation staff conducted annual summer traffic counts in Sandwich, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online: www.capecodcommission.org/departments/technicalservices/transportation/counts
Roadway segments and intersections in Sandwich included Route 130 north of Quaker Meetinghouse Road and at the Sandwich/Mashpee town line; Route 6

between Exits 3 and 4; Route 6 at the Sandwich/Barnstable town line; Route 6A at the Bourne/Sandwich town line and at the Sandwich/Barnstable town line; Route 6A east and west of the east end of Tupper Road; Cotuit Road south of Quaker Meetinghouse Road and at the Sandwich/Mashpee town line; Main Street east of Route 130; Quaker Meetinghouse Road east of Cotuit Road, south of Kiah's Way, and east of Peters Pond Drive; Race Lane at the Sandwich/Barnstable town line; and Service Road east of Quaker Meetinghouse Road and at the Sandwich/Barnstable town line.

Water Resources

- The Commission's water staff continues to support the town's work on wastewater planning and solutions, including plans that accommodate economic development in the South Sandwich Village Center, a proposed 50-acre private development that includes a public-private wastewater component. The project is moving through the Massachusetts Environmental Policy Act (MEPA) process and the Cape Cod Commission regulatory and development agreement process. The Commission's staff also has supported the town's discussions with the Massachusetts Military Reservation about the potential use of the base's wastewater infrastructure as a regional option with other Upper Cape towns.
- The Commission's water staff conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds water-quality sampling snapshot for Lawrence and Triangle ponds.

Geographic Information System (GIS)

- The Commission's GIS staff supported all of the above as necessary, including the RESET project through the use of Barnstable County LiDAR data from the Northeast LiDAR Project, which was funded by the NRCS and is being hosted by MassGIS. The GIS staff is using the county LiDAR data set to develop surfaces for the possible development of 3D imagery. Currently, this work is in support of potential development projects in so-called "Golden Triangle" area.

Regulatory Activities

DRI Decisions in Fiscal Year 2013

- Greenwood Meadows – The Cape Cod Commission approved a Limited DRI with conditions on 1/31/13 for the proposed large-scale ground-mounted solar photovoltaic field on more than 16.5 acres in Forestdale.
- Sagamore Line Reinforcement Project, Western Segment, Phases I and II – The Cape Cod Commission approved a DRI with conditions on 2/28/13 for the proposed installation of 23,000 feet of 20-inch diameter gas pipeline from the Spectra Energy Station west of Route 130, across Route 130, and along Service Road to Quaker Meetinghouse Road.

DRI Minor Modifications – Type #1

- The Commission's executive director approved several requested minor modifications to the previously approved decision for Olde Harbor Estates (HDEX05006) on 10/26/12.

DRI Reviews Pending at Year End

- Sandwich Beach Nourishment Dredging – a proposed beach nourishment and maintenance dredging project. The DRI review is pending the issuance of a Massachusetts Environmental Policy Act (MEPA) certificate.

DRI Certificates of Compliance

- Final Certificates of Compliance:
 - Bay View Farm Estates (TR05015) – Issued on 7/18/12
 - Olde Harbor Estates (HDEX05006) – Issued on 10/26/12
- Preliminary Certificates of Compliance for the NSTAR Lower SEMA 345kV Transmission Project (TR11014) was issued on 8/23/12.

Development Agreements

- On 7/19/12, CCC approved the Tsakalos Realty Trust's filing of a Notice of Intent to File a Development Agreement Application for the South Sandwich Village, a proposed 50-acre mixed-use village center off Route 130 and Cotuit Road. The proposal includes retail, office, and residential buildings, a community center, a sports complex, and a library, and will involve the redevelopment of three existing shopping plazas. The Massachusetts Environmental Policy Act (MEPA) office issued a certificate on the project's Final Environmental Impact Report on 11/14/12. In July 2013, the CCC approved an extension to the period for filing a Development Agreement Application for another year.

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed MMR Small-arms Range Improvements project. Comment letter submitted on 9/19/12.

TOWN OF TRURO

Planning, Community Development, and Technical Services

Affordable Housing

- The Barnstable County HOME Consortium, coordinated by the Commission's affordable housing staff specialist, closed a \$125,000 loan of HOME funds and

the construction is under way by Community Housing Resource for its 16-unit 100% affordable family rental development known as Sally's Way on town-owned land.

Planning and Transportation

- The Commission's planning and technical staff continued work with the Outer Cape towns and the Cape Cod National Seashore on the Outer Cape Bicycle and Pedestrian Master Plan, which will address improved bicycle and pedestrian connections between Provincetown and the end of the Cape Cod Rail Trail in South Wellfleet. The staff also continue to support the National Seashore's work to improve bicycle and pedestrian amenities within and near the park. (Online: www.capecodcommission.org/initiatives/bikeped)

Transportation

- The Commission's transportation staff conducted annual summer traffic counts in Truro, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online: www.capecodcommission.org/departments/technicalservices/transportation/counts
Roadway segments and intersections in Truro included Route 6 south of Route 6A, north of Truro Central School, and south of Union Field Road; Route 6A south of Pond Road/Highland Road and at the Truro/Provincetown town line; Old County Road south of Prince Valley Road; and Truro Center Road north of Castle Road.

Water Resources

- The Commission's water staff supported the town's work on its Comprehensive Wastewater Management Plan, begun in 2012. The town is assembling data and developing a program to compile land and water data, historic septic-system management information, and key areas for additional analysis.
- The Commission's water staff conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds water-quality sampling snapshot for Great Pond.

Regulatory Activities

DRI Reviews Ongoing at Year End

- Herring River Tidal Restoration Project – the proposed reestablishment of tidal flow to the 1,100-acre Herring River estuary and floodplain. The DRI review is pending the issuance of a Massachusetts Environmental Policy Act (MEPA) certificate.

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed project at 596 Shore Road (Unit 4). Comment letter sent 6/4/13.

TOWN OF WELLFLEET

Planning, Community Development, and Technical Services

Planning and Transportation

- The Commission's planning and technical staff continued work with the Outer Cape towns and the Cape Cod National Seashore on the Outer Cape Bicycle and Pedestrian Master Plan, which will address improved bicycle and pedestrian connections between Provincetown and the end of the Cape Cod Rail Trail in South Wellfleet. The staff also continue to support the National Seashore's work to improve bicycle and pedestrian amenities within and near the park. (Online: www.capecodcommission.org/initiatives/bikeped)

Transportation

- The Commission's transportation staff conducted annual summer traffic counts in Wellfleet, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online: www.capecodcommission.org/departments/technicalservices/transportation/counts
Roadway segments and intersections in Wellfleet included Route 6 at the Eastham/Wellfleet town line and south of Lecount Hollow Road; Chequessett Neck Road south of Duck Harbor Road; Cove Road west of Route 6; Lecount Hollow Road east of Route 6; Lieutenant Island Road west of Route 6; Long Pond Road east of Lawrence Road, Main Street west of Route 6 and at the Methodist Church; and West Road at the Eastham/Wellfleet town line.

Water Resources

- The Commission's water staff supported the town's continued work related to its Comprehensive Wastewater Management Plan (CMWP) Needs Assessment and Alternatives Analysis. The town completed those reports in June 2012 with objectives to protect and enhance the ecosystem of Wellfleet Harbor, promote aquaculture-based water quality management solutions, identify low-cost and sustainable remedies, develop least-cost alternatives and, only as a final resort, engage in structured solutions. The town has pursued and implemented pilot aquaculture solutions that have increased the shellfish harvest.

- The Commission's water staff conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds water-quality sampling snapshot for Ryder and Snow ponds.

Geographic Information System (GIS)

- The Commission's GIS staff supported all of the above as necessary, and assisted the Wellfleet Conservation Trust in the development of a priority matrix for acquisition of undeveloped land. In addition, the GIS staff conducted a line-of-sight analysis in Wellfleet to help OpenCape site its microwave technology.

Regulatory Activities

DRI Decisions during Fiscal Year 2013

- Chequessett Yacht and Country Club – The Cape Cod Commission approved a Limited DRI with conditions on 11/29/12 for the proposed division of a 1.1-acre lot from a larger 106-acre parcel.

DRI Minor Modifications – Type #1

- The Commission's executive director approved requested minor modifications to previously approved decisions for the Nextel Tower/Monopole, Gross Hill Road (TR98047) on 11/1/12 and 3/28/13.

DRI Certificates of Compliance

- Final Certificate of Compliance for the Chequessett Yacht and Country Club (TR12037) was issued on 2/21/13.

DRI Reviews Ongoing at Year End

- Herring River Tidal Restoration Project – the proposed reestablishment of tidal flow to the 1,100-acre Herring River estuary and floodplain. The DRI review is pending the issuance of a Massachusetts Environmental Policy Act (MEPA) certificate.

Other Regulatory Assistance

- The Commission provided technical comments to the Massachusetts Environmental Policy Act (MEPA) office on an Environmental Notification Form for the proposed project at 150 and 160 Third Street Shorefront. Comment letter submitted on 9/11/12.

TOWN OF YARMOUTH

Planning, Community Development, and Technical Services

Affordable Housing

- The Barnstable County HOME Consortium, coordinated by the Commission's affordable housing staff specialist, made two down payment/closing cost loans totaling \$17,921 to low-income, first-time home buyers.
- The HOME Consortium also closed a \$150,000 loan of HOME funds and construction is under way by the Stratford Capital Group for its 65-unit Simpkins School Residences development project. Fifty-eight of those 65 units will be affordable, age-restricted rentals.
- The Commission filled four apartment units through the Regional Ready Renters program. (Online: www.capecodcommission.org/departments/planning/housing/renters)

Planning and Transportation

- The Commission's planning and technical staff initiated a "Living Streets" project for a two-mile section of Route 28 (from West Yarmouth Road to Forest Road) in Yarmouth. The study is exploring transportation improvement alternatives that will reduce conflicts, improve traffic flow, and incorporate multi-modal transportation options along the corridor. It aims to further the creation of vibrant, pedestrian- and bicycle-oriented mixed-use centers along the corridor. The study will explore the potential impact of proposed land use and zoning changes under consideration by the town and make recommendations for roadway changes that accommodate traffic volumes and all users of the roadway. The project will establish a preferred roadway redesign that incorporates "Complete Streets" design strategies and low-impact development (LID) techniques to mitigate stormwater runoff. The Commission staff will conduct public workshops, make presentations, and develop a final report in Fall 2013. (Online: www.capecodcommission.org/departments/planning/design/sustainabledesign/livingstreets_yarmouth)

Transportation

- The Commission's transportation staff completed the final report for the Yarmouth Road Corridor Study in December 2012 and the final report for the Hyannis Access Study Implementation in June 2013. Both projects involved working with a task force of community members, business representatives, and leaders to identify "preferred alternative" concepts for segments of those heavily travelled roadways and intersections leading into and out of Hyannis. The Yarmouth Road project addressed the design of Yarmouth Road/Willow Street area and developed alternatives to improve access for all modes of transportation along this corridor; see

http://www.capecodcommission.org/resources/transportation/Yarmouth_Road_2012_report_12272012.pdf

The Hyannis Access Study Implementation project addressed the design of Route 28 from the Airport Rotary to the Barnstable/Yarmouth town line, taking into consideration large-scale development along sections of Route 132; see

http://www.capecodcommission.org/resources/transportation/hyannisaccess/HASI_2013_final_report06282013.pdf

- Commission staff transportation planners continued to support local work to extend the Cape Cod Rail Trail from Dennis through Yarmouth and Barnstable. The staff hosted an informational meeting in February 2013 for the public to discuss the proposed project. As envisioned, the proposed project may extend the Cape Cod Rail Trail from Old Town House Road Park in Yarmouth to Iyannough Road (Route 132) in Barnstable, with improvements such as the construction of a continuous, paved shared-use path with grassed shoulders. The project may also include construction of parking areas, rest stops, and pedestrian road crossings at public and private roadways. The design, if approved and funded, would conform to all Massachusetts Department of Transportation (MassDOT) design guidelines and engineering directives.
- The Commission's transportation staff conducted a Road Safety Audit of a segment of Route 6A in the Yarmouth Port area.
- The Commission's transportation staff conducted annual summer traffic counts in Yarmouth, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data are available online:
www.capecodcommission.org/departments/technicalservices/transportation/counts

Roadway segments and intersections in Yarmouth included Route 28 west of Long Pond Drive, west of Lyman Lane, east of North Main Street, east of Seaview Avenue, east of South Sea Avenue, and east of Wood Road; Route 6 at the Barnstable/Yarmouth town line, between Exits 7 and 8, and at the Yarmouth/Dennis town line; Route 6A at the Barnstable/Yarmouth town line, west of Setucket Road, and at the Yarmouth/Dennis town line; Abells Road east of Higgins Crowell Road; Buck Island Road west of Pumphouse Lane and east of West Yarmouth Road; Camp Street north of Route 28; Forest Road north of Route 28 and south of Constance Avenue; Great Western Road over Route 6; Higgins Crowell Road north of Abells Road, north of Buck Island Road, and east of Willow Street; Highbank Road west of Great Western Road; Long Pond Drive west of Station Avenue and north of Route 28; North Main Street north of Regional Avenue; Setucket Road at the Yarmouth/Dennis town line; and Strawberry Lane south of Route 6A.

Water Resources

- The Commission water and planning staff continued to support the town's work to address wastewater management in a comprehensive way and to pursue mea-

tures to restore the water quality in the Lewis Bay and Parkers River watersheds. With an award from the US Environmental Protection Agency, the Commission worked this year with the towns of Barnstable and Yarmouth on a “green infrastructure” pilot project in the two nitrogen-impacted watersheds. An EPA contractor, the Commission, and the towns worked to (1) identify suitable green infrastructure techniques in the target locations; (2) develop conceptual designs from site inventories, aerial photography, GIS data and mapping analyses, and watershed modeling to quantify water-quality benefits; and (3) identify preliminary cost estimates. The initiative in these watersheds may result in a cost-effective model for other towns as they attempt to implement sustainable wastewater options.

Geographic Information System (GIS)

- The Commission’s GIS staff supported all of the above as necessary, including supporting the Living Streets project. The GIS staff also provided draft maps of wildfire hazard areas and regional vulnerability assessment to municipal staff for review and update of the local Multi-Hazard Mitigation Plan.

Strategic Information Office

- The Cape Cod Commission, with funding from a 2012 state Community Innovation Challenge Grant, began working with the town on an E-Permitting, Licensing, and Inspection System. (The towns of Chatham, Yarmouth, and Nantucket were the first to be involved in development of the system; Harwich and Provincetown will also become involved in Fiscal Year 2014.) When fully implemented, the online system will allow Cape Cod municipalities to issue and monitor permits, licenses, and inspections, with a web-based portal for citizens and contractors, using a common technology infrastructure and software adopted regionally but tailored to each town.

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Regulatory Activities

DRI Decision in Fiscal Year 2013

- Mayflower Place Expansion and Memory Care Facility – The Cape Cod Commission approved a DRI with conditions on 3/28/13 for the proposed construction of independent living and memory care facilities on a redeveloped site (the

former Mill Hill Club on Route 28 and several adjacent house lots) and on the Mayflower Place Continuing Care Retirement Community campus near Buck Island Road, Route 28, and Mill Pond Road in West Yarmouth. The project will construct a new, connected building wing in the northwest portion of the campus to house 50 independent living units plus one caretaker's apartment. The project will also construct a memory care building in the expanded southeast portion of the campus to house 75 memory care units.

DRI Minor Modifications – Type #1

- The Commission's executive director approved requested minor modifications to the previously approved decision for the Simpkins School Redevelopment (TRHDEX10018) on 8/9/12.

DRI Certificates of Compliance

- Final Certificate of Compliance for the Owl Club/Cultural Center of Cape Cod (TR08026) was issued on 1/14/13.
- Preliminary Certificate of Compliance for the Simpkins School Redevelopment (TR/HDEX10008) was issued on 10/3/12.

DRI Reviews Pending at Year End

- Parker's River Marine Park – a proposed marine park on a 22-acre site of the former drive-in theater. The DRI review is pending issuance of a Massachusetts Environment Policy Act (MEPA) certificate.

Other Regulatory Assistance

- The Commission provided a comment letter on the Chapter 40B proposal for Laban Lane, a two-lot, two-house Habitat for Humanity affordable ownership project. Comment letter submitted 10/18/12.

Fiscal Year 2013 Financial Statements

Cape Cod Environmental Protection Fund:

Cape Cod Environmental Protection Fund Schedule of Revenues, Expenditures and Changes in Fund Balance For the Fiscal Year Ended June 30, 2013 Cash Basis	
	Cash Basis
Beginning FY13 CCEPF Balance	\$1,810,962.33
Restricted for FY13 Encumbrances	\$215,151.60
Restricted for FY13 Appropriations	\$489,237.00
Restricted for Continuing Appropriations	\$0.00
Restricted for Unfunded Workers Compensation	\$13,000.00
Restricted for Legal Expenses	\$375,000.00
Restricted for Building Fund	<u>\$225,000.00</u>
Unrestricted CCEPF Balance	\$493,573.73
Add FY13 Revenue	\$4,253,245.28
Subtract FY13 Expenses	\$3,901,095.86
	Cash Basis
Ending FY13 CCEPF Balance	\$2,163,111.75
Restricted for FY13 Encumbrances	\$89,478.15
Restricted for FY14 Appropriations	\$615,814.00
Restricted for Continuing Appropriations	\$0.00
Restricted for Unfunded Workers Compensation	\$13,000.00
Restricted for Legal Expenses	\$500,000.00
Restricted for Building/Capital Fund	<u>\$225,000.00</u>
Unrestricted CCEPF Balance	\$719,819.60

Development of Regional Impact (DRI) Mitigation Funds:

To be approved, a project undergoing Cape Cod Commission regulatory review may be required to address problems resulting from the development, for example, by making traffic improvements or by providing affordable housing in a new residential development. When it is not practical to correct a problem directly, a developer may be required to contribute a fair share of funds to solve the problem rather than undertake the actual work.

Funds collected for these purposes are held in a special revenue account by the Barnstable County Treasurer and are tracked by project. Interest accrues on the account.

The Cape Cod Commission works with town officials to determine the best use of these funds. Typically, after local officials have identified a project for which mitigation funds can be utilized, they submit a request to the Commission, and a Memorandum of Agreement is executed with the town.

The DRI mitigation funds provided to towns and those still available to towns are shown in the following table.

DRI Mitigation Funds Available to Cape Cod Towns, as of 4/1/13:

	Available						
	Transportation	Open Space	Affordable Housing	Water Resources	Economic Development	Hazardous Materials	Total
Barnstable*	\$981,026		\$13,582	\$4,773	\$40,317		\$1,039,697
Bourne*	\$124,944		\$220,239	\$577			\$345,760
Brewster	\$4,207						\$4,207
Chatham							\$0
Dennis							\$0
Falmouth*	\$299,237						\$299,237
Harwich*	\$174,843	\$166,299		\$5,550			\$346,693
Mashpee*	\$109,682		\$220,717	\$442,870			\$773,268
Orleans				\$2,513			\$2,513
Sandwich	\$75,171	\$15,597		\$14,910			\$105,678
Yarmouth	\$6,404	\$26,342					\$32,746
Sub-Total	\$1,775,514	\$208,238	\$454,538	\$471,193	\$40,317	\$0	\$2,949,799

*current agreements obligate some available funds

DRI Mitigation Funds Previously Provided to Cape Cod Towns, as of 4/1/13:

	Previously Provided						
	Transportation	Open Space	Affordable Housing	Water Resources	Hazardous Materials	Economic Development	Total
Barnstable	\$775,730	\$388,160	\$45,093		\$95,122	\$52,500	\$1,356,606
Bourne	\$170,470		\$319,907				\$490,376
Brewster	\$2,250						\$2,250
Chatham	\$6,138						\$6,138
Dennis	\$23,652						\$23,652
Falmouth	\$470,657	\$109,201		\$133,108			\$712,966
Harwich	\$143,627	\$75,962		\$9,712			\$229,301
Mashpee	\$1,324,293		\$60,389	\$36,917			\$1,421,599
Orleans	\$70,932	\$564,647	\$108,601				\$744,180
Sandwich	\$295,868	\$26,272	\$1,264,298				\$1,586,438
Yarmouth	\$436,455			\$16,000			\$452,455
Sub-Total	\$3,720,072	\$1,164,242	\$1,798,288	\$195,737	\$95,122	\$52,500	\$7,025,960

CAPE COD COMMISSION

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