FY2013 Annual Report of the Cape Cod Commission to the Town of Chatham

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 15 towns of Barnstable County, Massachusetts. The Commission's mission is "to keep this special place special," and the agency strives to achieve technical excellence, environmental protection balanced with economic progress, and regional consensus. The Commission pursued the following **regional priorities** for Fiscal Year 2013 (July 1, 2012 to June 30, 2013):

1. Wastewater Management – Related to this priority, this year the Commission prepared an initial Regional Wastewater Management Plan to serve as a framework and a set of tools to help begin identifying several water quality solutions for each watershed across the Cape. The Commission 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 January 2013, the Commonwealth of Massachusetts directed the Cape Cod 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. The Commission subsequently developed a Program Work Plan for the 208 Update and has embarked on that work plan. The work plan has an ambitious set of tasks to complete within three years, the bulk of which is to be completed in FY2014. The Commission and its consultants are tackling the technical analyses, planning, financial, and public participation requirements for the 208 Update simultaneously. Stakeholders are engaged in the program's policy, affordability, financing, planning, and implementation issues, and in watershed- or basin-specific issues, needs

assessments, evaluation of alternatives, and evaluation of costs. The overall goal is to identify the most cost-effective, appropriately scaled and phased solutions on a watershed-by-watershed basis, focusing on the most severely impaired waters and the most easily and affordably implemented solutions while maximizing the use of existing infrastructure.

2. Strategic Information Office – Related to this priority, this year the Commission helped establish a governance committee. The Smarter Government Steering Committee then executed a data-sharing agreement with Cape towns to collaborate on opportunities for digital regionalization and recommend potential regional solutions for services and products that increase governmental efficiency and decrease costs to taxpayers. One example activity is the development of an "ePermitting, Licensing, and Inspection System" that is under development now. 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. The system uses a common technology infrastructure and software that can be adopted regionally but tailored to each town.

3. Community Design Services – Related to this priority, this year the Commission managed a number of complex planning projects for which the staff provided community design services to Cape municipalities. Design services can focus on land use, streetscape, roadway, development patterns, transportation alternatives such as bicycle and pedestrian amenities, stormwater management, sustainable landscape design, and more. Design services are frequently integrated through Regional Economic Strategy Executive Team (RESET) assistance projects, which offer a multi-faceted, multi-disciplined approach to community and economic development planning.

4. Economic Development – Related to this priority, the Commission continued to pursue the implementation of priority projects that were identified in the Five-year (2009-2014) Comprehensive Economic Development Strategy (CEDS). This year the focus was on wastewater management planning in economic centers; continuation of the SmarterCape Initiative to promote the use of technology infrastructure that helps the region's economy evolve from service-based to knowledge-based; and initial work on a comprehensive Cape Cod Canal area transportation study, which includes considering major congestion, safety, and community/economic issues associated with the bridges and the rotaries.

5. Regional Consensus – Related to this priority, the Commission coordinated a number of ongoing planning and policy-making endeavors striving to achieve consensus across the region. In addition to the activities mentioned above, the Commission embarked on a consensus-building update to the Joint Land Use Study (JLUS) for the Massachusetts Military Reservation and surrounding communities. The US Department of Defense-funded planning process between the military installation and the communities of Bourne, Falmouth, Mashpee, and Sandwich aims to ensure that future community growth and development is consistent with the military training and operational missions and to help reduce the impacts of military operations on the adjacent land. The Commission also continued to help Cape communities prepare Multi-Hazard Mitigation Plans for FEMA certification and potential future funding.

In addition to the Cape-wide regional services and programs that the Cape Cod Commission pursues each year (the highlights mentioned above), each of the 15 municipalities in Barnstable County receives direct assistance from the Commission that is tailored to that community's specific needs. **Some highlights of Cape Cod Commission activities specific to the Town of Chatham during Fiscal Year 2013 follow.**

PLANNING, COMMUNITY DEVELOPMENT, AND TECHNICAL SERVICES

PLANNING

- 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.

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.

GEOGRAPHIC INFORMATION SYSTEM (GIS)

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

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.

CAPE COD COMMISSION

REGULATORY ACTIVITIES

DEVELOPMENT OF REGIONAL IMPACT (DRI) MINOR MODIFICATIONS – TYPE #1

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

DRI CERTIFICATES OF COMPLIANCE

- A Final Certificate of Compliance was issued on 8/3/12 for the Chatham Revetments, Phase 1 (TR92055) DRI.

- 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.

For more information about the Cape Cod Commission, visit the web site: www.capecodcommission.org