



# FY2013 Annual Report of the Cape Cod Commission to the Town of Harwich

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 Harwich during Fiscal Year 2013 follow.**

## 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](http://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

### DEVELOPMENT OF REGIONAL IMPACT (DRI) DECISION 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.



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#### 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).

For more information about the Cape Cod Commission, visit the web site:  
[www.capecodcommission.org](http://www.capecodcommission.org)