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CAPE COD
COMMISSION

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Minutes
Meeting of
Cape Cod Commission

September 13, 2012

The meeting was convened at 3:00 p.m., and the Roll Call was recorded as follows:

Town	Member	Present
Barnstable	Royden Richardson	✓
Bourne	Michael Blanton	✓
Brewster	Elizabeth Taylor	✓
Chatham	Vacant	Vacant
Dennis	Richard Roy	✓
Eastham	Joy Brookshire	✓
Falmouth	Vacant	Vacant
Harwich	Robert Bradley	Absent
Mashpee	Ernest Virgilio	✓
Orleans	Leonard Short	✓
Provincetown	Austin Knight	Absent
Sandwich	Joanne O'Keefe	Absent
Truro	Peter Graham	Absent
Wellfleet	Roger Putnam	✓
Yarmouth	John McCormack, Jr.	✓
County Commissioner	Mary Pat Flynn	✓
Minority Representative	John Harris	✓
Native American Rep.	Vacant	Vacant
Governor's Appointee	Herb Olsen	✓

The meeting of the Cape Cod Commission was called to order on Thursday, September 13, 2012 at 3:00 p.m. in the Assembly of Delegates Chambers in Barnstable, MA. Roll was called and a quorum established.

■ EXECUTIVE DIRECTOR'S REPORT

Paul Niedzwiecki said last Tuesday Senator Dan Wolf spoke at the Commission's staff meeting. He said the staff meetings have been formatted to bring in outside speakers on a monthly basis. He said at the request of the EPA he attended the Southeast New England Watershed meeting and sat on a working group to study wastewater on Cape Cod. He said last Friday he brought together town managers to form a committee to advise the Strategic Information Office (SIO). He said on Monday he attended a Regulatory Tool Kit Workshop in Worcester. He said the Commission was asked to participate and Kristy Senatori spoke on e-Permitting. Mr. Niedzwiecki said he promoted Ms. Senatori as Deputy Director and said she will head up design and innovative information at the Commission. He said Ms. Senatori would be giving a presentation on the SIO today.

■ STRATEGIC INFORMATION OFFICE

Kristy Senatori, Deputy Director at the Commission, provided a brief overview of the Strategic Information Office (SIO). She said the Commission was directed by the Barnstable County Commissioners in March of this year to create a SIO and said it's also number three on the list of the Comprehensive Economic Development Strategy (CEDS) regional priority projects. She said it began with a map, not just one many maps—planning, regulatory, water resources, transportation and GIS maps. She said in many ways it began with the GIS department preparing maps and said GIS was once a reactive department that has evolved into a proactive department. She said it's an opportunity for the GIS department to be more innovative. She said the Commission has an extensive data warehouse system and the idea is to take all of the data, maps, and skills across departments and develop new innovative ideas and ways to use all of the information. She said the SIO, in part, will create tools and applications aimed at serving the municipalities of Barnstable County to improve efficiencies, save time, increase transparency and to lower costs. She said we are in an era of declining public resources and we need to find a way to solve problems better, faster, and in the most cost-effective way possible. She said the SIO will have the ability to track and organize the data warehouse by constantly cataloguing and taking inventory of existing data and needed data and then format the data to add value by visualizing the information in new ways and creating new tools and technologies to help save the towns money. She said through a process the SIO would be able to identify problems or issues affecting municipalities and come up with strategic ways to solve the problems and develop the tools helpful in finding the most efficient and cost-effective solution and then assisting with the implementation. Ms. Senatori said the first meeting of the Governance Committee met last week and issues regarding membership of the committee, data sharing, recognizing need and the importance of maintaining and feeding the data warehouse were discussed. She said in its simplest form, we would be moving past traditional planning and providing umbrella services to municipalities in the most efficient and cost-effective way. She noted some of the tools created by the Commission and said Viper is a tool that was created to assist fire departments by identifying environmentally sensitive areas and assists town fire officials in determining the best way to put out fires; the Stats Cape Cod tool provides statistical data and graphic visualizations of Cape Cod statistics with specific highlights given to economic development; and e-Permitting. She said e-Permitting is one of the Commission's largest efforts and said out of a \$4 million CIC grant, the Commission was awarded \$500,000 for e-Permitting. She said they are currently underway with three pilot towns—Yarmouth, Chatham, and Nantucket. She said e-Permitting would save citizens, homeowners, and contractors time and they could apply for permits from home. She said it would make the jobs of building inspectors easier and it will increase efficiency throughout towns. Ms. Senatori said the Watershed MVP is a powerful planning tool at the Commission that was developed to support local participation and community involvement in identifying appropriate wastewater management solutions. She said it combines GIS mapping, land use, water use and costs associated with various treatment technologies to compare various wastewater treatment options for watersheds, neighborhoods or entire sub-regions of the Cape and provides a comparative cost analysis

for different approaches. She said the SIO is looking at new applications to propose to towns where municipal officials can format a dashboard that would enable them to see the most pertinent information on a daily basis and updated as regularly as they want. She said they have been working closely with the state on possibilities for the next round of CIC grants. She said these are important technology tools as well as policy tools.

Paul Niedzwiecki asked Ms. Senatori about the next round of grants.

Kristy Senatori said there is another \$4 million grant that is being offered that the Commission can apply for. She said the Commission could apply for an extension of the e-Permitting grant and/or other types of grants. She said the Commission could apply for an additional \$200,000 for e-Permitting and another \$500,000 for a new grant.

Elizabeth Taylor asked how the tool would work. She asked if towns would apply for e-Permitting and pay for it.

Kristy Senatori said e-Permitting would be offered to Cape towns at no cost to the town.

Michael Blanton asked if there would be resources available to teach towns how to use the tools.

Paul Niedzwiecki said the committee that met on Friday is an Ad Hoc committee. He said it would require training after the applications have been employed. He said the concept is of a regional umbrella system that would be housed at the County. He said some applications would be easier to use.

Jack McCormack asked about outreach and said he believes smaller towns will need more assistance than larger towns.

Kristy Senatori said they would provide as much assistance as needed.

Chair John Harris said he attended the workshop this past Monday and said the Lt. Governor said that \$4 million has been renewed for the next year. He said he was disappointed that there were no comments from people in the audience. He said he is worried more about towns being educated and involved in the process.

Paul Niedzwiecki said the 15 towns on the Cape will not have to pay for the MVP tool and said he wants to capitalize on that moving forward. He said we need to get more efficient in municipal government. He said this is not staff intensive at all and it holds great promise. He said the Commission is developing powerful informational tools such as the Watershed MVP and said it's about being more efficient but also about being smarter.

Mary Pat Flynn said she attended a meeting where a town administrator talked about e-Permitting and said it changes the interaction of staff.

Paul Niedzwiecki said it does hold the promise of change in interaction and efficient government.

■ F.W. WEBB—FALMOUTH

Chair John Harris noted that this is a continued hearing from July 31, 2012.

The subcommittee reviewed the minutes of the August 27, 2012 subcommittee meeting. Ernest Virgilio moved to approve the minutes. Royden Richardson seconded the motion. The motion passed by a unanimous vote of the subcommittee.

Elizabeth Enos, regulatory officer at the Commission, with the use of PowerPoint slides said the proposed project is located on a 59,154 square foot property at 171 Worcester Court East in the Town of Falmouth. She said the site is the former location of an auto dealership/service repair shop and the current location of Clement's Auto Service. She said the existing site is a single-story 10,472 square foot masonry, glass and steel building with a concrete slab floor and a 760 square foot detached garage located in the southeast corner of the property and approximately 71% of the site is currently paved with parking located on either side of the southern curb cut. She said the property is surrounded by existing developed parcels and a partially disturbed naturally vegetated area along the eastern property line which serves as a buffer to a coastal bank. She said the property is bordered by an existing auto body repair shop to the north, NAPA Auto Parts to the south, undeveloped property owned by the Town of Falmouth to the east, and Worcester Court to the west. Ms. Enos said the applicant is proposing to demolish the existing building and detached garage and construct a new two-story F.W. Webb Wholesale & Warehouse facility. She said the proposed project includes reconfiguration of the existing landscaped island along the western portion line, new paved parking, an outdoor storage area, updated drainage infrastructure, a new septic system, new landscape islands throughout the property and updated site lighting. She said the existing water and gas utility services will be reconfigured to accommodate the new building. She explained the Commission's jurisdiction, provided a procedural history on the project and said the application for a Development of Regional Impact (DRI) was received on June 21, 2012. Ms. Enos reviewed the key findings and conditions in the draft written decision and the subcommittee's recommendations regarding land use, economic development, water resources, coastal resources, natural resources and open space, transportation, waste management, energy, affordable housing, and heritage preservation and community character. She said the subcommittee found that the probable benefits of the proposed project include meeting Best Development Practices for water resources WR1.7 and WR5.6; transportation TR2.16; heritage preservation and community character HPCC2.19; replacing the existing facility with a new updated building and eliminating blight in the area; and that the narrow width of the passage way on the south side of the building is a probable detriment of the proposed project. She said the subcommittee further found that the probable benefit from the proposed development is greater than the probable detriment. She said the subcommittee recommends that with appropriate conditions, the project is consistent with the Commission's Regional Policy Plan (RPP). Ms. Enos said the subcommittee adopted the written testimony of Brian Currie, Falmouth Town Planner, and found that the proposed project is consistent with the town's Local Comprehensive Plan, the project is not located in a District of Critical Planning Concern, and that but for a Special Permit from the Zoning Board of Appeals and Site Plan Review by the Planning Board, the proposed project is consistent with local zoning as well. In conclusion, Ms. Enos said the subcommittee recommends that the DRI application of F.W. Webb be approved with conditions.

Andy McBeth, of JM Coull, said he would not be making a presentation today however he is available to answer questions.

Elizabeth Taylor moved to close the hearing and the record. Royden Richardson seconded the motion. The motion passed with a unanimous vote.

Richard Roy moved to approve the DRI application of F.W. Webb with conditions and to approve the draft written decision, as amended. Jack McCormack seconded the motion. A vote called on the motion passed with a unanimous vote.

■ CCC MEMBER COMMENTS

Michael Blanton said the 43rd annual Bourne Scallop Festival will be held on September 21-23 and he invited all to attend.

A motion was made to adjourn at 3:55 p.m. The motion was seconded and voted unanimously.

Respectfully submitted,

Richard Roy, Secretary

LIST OF DOCUMENTS PRESENTED AT THE SEPTEMBER 13, 2012 COMMISSION MEETING

- Handout material: September 13, 2012 meeting agenda.
- Handout material: Draft written decision for the F.W. Webb—Falmouth project.
- Materials presented: PowerPoint slide presentation on the Strategic Information Office prepared by the Cape Cod Commission.
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