

**ANNUAL REPORT**  
**Fiscal Year 2005**



**Cape Cod Commission**  
Barnstable County, Massachusetts

# Cape Cod Commission Fiscal Year 2005

(July 1, 2004 through June 30, 2005)

*David Ansel, Chair*

*Alan Platt, Vice Chair*

*Brad Crowell, Secretary*

## Appointed Representatives:

Barnstable .....	David Ansel
Bourne .....	Carol Tinkham
Brewster .....	Elizabeth Taylor
Chatham .....	Catherine Frazer
Dennis .....	Brad Crowell
Eastham .....	Ian Aitchison
Falmouth .....	Jay Zavala
Harwich .....	Lawrence Cole
Mashpee .....	Ernest Virgilio
Orleans .....	Frank Hogan
Provincetown .....	Roslyn Garfield
Sandwich .....	Robert S. Jones
Truro .....	Susan Kadar
Wellfleet .....	Alan Platt
Yarmouth .....	Thomas Broidrick (until 4/24/05), then William Marasco (6/7/05)
County Commissioner .....	William Doherty
Minority Representative .....	John Harris
Native American Representative .....	Mark Harding
Governor's Appointee .....	Herbert Olsen

**COVER:** Shoestring Bay, part of the Popponesset Bay estuary system in Mashpee. Several embayments in Mashpee and Falmouth were the subject of reports on nitrogen-management thresholds released this year for the Massachusetts Estuaries Project (see page 18).

**CAPE COD COMMISSION • 3225 MAIN STREET • P.O. BOX 226 • BARNSTABLE, MA 02630-0226**

**PHONE:** (508) 362-3828 • **FAX:** (508) 362-3136 • **E-MAIL:** [frontdesk@capecodcommission.org](mailto:frontdesk@capecodcommission.org)

**WEB SITES:** [www.capecodcommission.org](http://www.capecodcommission.org) • [www.gocapecod.org](http://www.gocapecod.org) • [www.capecodgroundwater.org](http://www.capecodgroundwater.org)

## *A Message from the Chair & the Executive Director*

---

*CAPE COD IS HOME TO AN ESTIMATED 228,700 RESIDENTS AND 152,600 housing units. In the last four years alone, 5,500 units have been added. Growth of this magnitude requires careful attention to the infrastructure to support it and to the resources it affects. The Cape Cod Commission's work in Fiscal Year 2005 focused regional attention on growth management initiatives, particularly related to wastewater management, public transportation improvements, and the development of affordable housing, and on regulatory changes to support those initiatives. For example:*

- The Commission continued efforts it started last year to revise its regulations, development guidelines, and internal procedures after 15 years of operation. With Barnstable County's blessing last year, the Commission advanced a new category of hardship exemption for Developments of Regional Impact (DRIs) deemed to be "projects of community benefit." This year, the Commission approved the first proposal to be reviewed under that category, a new year-round facility for the Wellfleet Harbor Actors Theater. The Commission also rewrote its Administrative, Enabling, Local Comprehensive Plan, and Development Agreement regulations and adopted new regulations to enable towns to establish Growth Incentive Zones (GIZs). These zones simultaneously encourage a mix of uses in village centers with adequate infrastructure and discourage sprawling development in outlying areas. Designated GIZs may qualify for reduced mitigation requirements or limited review by the Commission.*

- The Commission formed an Ad Hoc Committee on Regulatory Effectiveness, chaired by Truro representative Susan Kadar, to make the DRI review process more effective, more flexible, less costly, and more understandable. The committee looked at review thresholds, evaluated regulatory procedures, and discussed methods to encourage the use of tools such as Districts of Critical Planning Concern and development agreements in Cape communities. As the Commission progresses through Fiscal Year 2006, the board and the staff will reconsider DRI thresholds and will consider the possibility of a "limited" DRI review to streamline the regulatory process and costs for projects meeting certain criteria. These matters will be considered simultaneously with the five-year update of the Cape Cod Regional Policy Plan during the coming year.*

- The Commission worked with partners in the region to coordinate programs and develop land use policies that influence affordable housing in a positive way. The Commission submitted the "Five-year Consolidated Plan" for affordable housing to the U.S. Department of Housing and Urban Development on behalf of the entire region, ensuring*





*Cape Cod's continued eligibility for federal and state housing funds. In addition, the Commission contributed to the development of the new "Ten-year Plan to End Homelessness" for the Cape and Islands.*

- *The Commission's short- and long-range transportation plans helped identify and provide funding for present and future year-round and seasonal transportation needs for the region. The Commission, which continues to support transit service and other alternatives to automobile travel, had a lead role in developing and advancing a proposal for a new transit bus service for the Outer Cape. The "Flex Service," developed as a cooperative venture with the Cape Cod Transit Task Force, the Cape Cod National Seashore, and the Cape Cod Regional Transit Authority, will combine traditional fixed-route service (with a defined route, schedule, and bus stops) and "route deviation" that will allow the buses to serve areas up to a mile from the defined routes. The service should be operational in summer 2006, pending funding.*

- *The Commission pursued and promoted a better understanding of water quality in wells, estuaries, and ponds, which in turn is helping local, regional, state, and federal scientists and officials develop and implement solutions to protect and manage these resources. The Commission had a strong role this year in a variety of county work, including distribution of the so-called "wastewater management tools report" developed with the guidance of the county's Wastewater Implementation Committee, extensive outreach to Cape communities about the report's recommendations for implementation of a comprehensive regional wastewater management strategy, and development of a groundwater model to help evaluate potential sites for future wastewater disposal. The Commission also continued to support the county's Blue Ribbon Committee for Regional Wastewater as it worked toward a new regional collaborative, and the county-funded Massachusetts Estuaries Project with watershed-based nitrogen-loading assessments of many Cape embayments.*

*Although the board's membership remained stable for much of the year, the longest-serving Commission member in the agency's history, Yarmouth representative Tom Broidrick, resigned this year after more than 10 years of service. We are grateful to Tom for his commitment and often-witty, intelligent contribution to the work of the Commission.*



**DAVID ANSEL**

Chair, Fiscal Year 2005

Barnstable Representative, 1999 to present



**MARGO FENN**

Executive Director

Cape Cod Commission

## Program Highlights

*AS BARNSTABLE COUNTY'S PLANNING AND LAND USE REGULATORY AGENCY, the Cape Cod Commission provides regional services and serves as a coordinator of many projects and activities that affect all of Barnstable County. Activities involve promotion of affordable housing, demographic and economic data analyses, economic development programs, geographic mapping and data analyses, historic preservation, marine and coastal resource protection, preservation of open space and natural resources, transportation planning and analyses, solid and hazardous waste management, and water quality and water supply protection.*

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

*Representation on the Cape Cod Commission provides each Cape town with opportunities to participate in setting regional policy and to advocate for the town's interests in land use planning. Commission membership involves each town in important regulatory and funding matters at regional, state, and federal levels. Through the Commission's involvement, many committees and councils contribute to the quality of life throughout Barnstable County. Some of these groups include the Barnstable County HOME Consortium Advisory Council, the Barnstable County Wastewater Implementation Committee, the Cape Cod Groundwater Guardian Team, the Cape Cod Joint Transportation Committee, the Cape Cod Metropolitan Planning Organization, the Massachusetts Bays National Estuary Program, and the Massachusetts Solid Waste and Hazardous Waste Advisory Committees.*

*The following pages describe the Cape Cod Commission's programmatic activities for Fiscal Year 2005.*



## Planning, Community Development, and Regulatory Programs

Regional planning and regulatory work in Fiscal Year 2005 continued to encourage development in areas with adequate infrastructure and to discourage sprawling development in outlying areas. The Cape Cod Commission refocused many of its regulations on this concept. In addition, the Commission's planning staff worked actively with several communities to help begin to revitalize village centers, and with others to consider Districts of Critical Planning Concern to protect sensitive or significant resources. The Commission also started the five-year update for the Cape Cod Regional Policy Plan.



*Downtown Hyannis*

### New Activities:

The Cape Cod Commission developed new regulations this year to establish a process for designating so-called **Growth Incentive Zones**. Towns may pursue this approach to enhance village centers and other areas of existing development by encouraging a concentrated mix of residential and commercial uses that are properly served by adequate infrastructure. Towns must protect land outside the designated Growth Incentive Zones through efforts such as transferable development rights, "downzoning," conservation restrictions, and other land-protection measures. Developments of Regional Impact (DRIs) within these designated areas would qualify for reduced requirements related to nitrogen loading, traffic mitigation, open space, and community character. In addition, towns could request changes in DRI thresholds to allow larger projects to proceed without Cape Cod Commission review.

The Commission **rewrote regulations** this year to improve its processes and operations and to incorporate more effective growth-management principles for developments and municipalities. The revised regulations include:

- **Administrative Regulations** – These describe certain functions of the Cape Cod Commission, the requirements for DRI applications, and

the delegations of authority for various Commission administrative, planning, legislative, legal, regulatory, and budgetary matters.

- **Enabling Regulations** – These govern the Cape Cod Commission's review of DRIs. They define the Commission's jurisdiction, the types of reviews the Commission may conduct, the timeframes and procedures by which the Commission conducts the reviews, and the fees charged by the Commission.

- **Local Comprehensive Plan Regulations** – A Local Comprehensive Plan (LCP) articulates a vision and growth policy for a town and is a source of information about existing and expected conditions. As a key part of the local planning process, each town may prepare an LCP that is consistent with the Regional Policy Plan. The Cape Cod Commission is available to assist towns in the local planning process, and these regulations guide the preparation, certification, and recertification of LCPs.

- **Development Agreement Regulations** – A voluntary and binding contract, the development agreement is a tool that may be used by the Cape Cod Commission, municipalities, state agencies, and developers to define the scope of proposed developments. From a developer's perspective, such an agreement can assure that applicable regulations

will not change over the necessary construction period. From the public's perspective, such assurances encourage the developer to plan comprehensive projects and to provide major infrastructure and public benefits earlier in the project.

The Cape Cod Commission also approved and adopted **two new technical bulletins** in Fiscal Year 2005 to support the regulatory process: *DRI Guidelines for Analysis of Affordable Housing Needs Generated by Commercial Development* and *DRI Economic Development Technical Bulletin*.

An **Ad Hoc Committee on Regulatory Effectiveness** formed in January 2005. It included many Commission members and was supported by Commission staff. The committee worked six months to evaluate regulatory procedures to make the Commission's review process more effective, more flexible, less costly, and more understandable. The committee looked at DRI thresholds, evaluated regulatory procedures such as setting and managing development review timeframes and monitoring projects for compliance with development requirements, and discussed methods to encourage the use of Districts of Critical Planning Concern (DCPCs), development agreements, impact fees, and other regulatory tools in Cape communities. The committee also discussed technical training needs for Commission members.

Three Cape communities considered **Districts of Critical Planning Concern (DCPCs)** in Fiscal Year 2005:

- In July 2004, the Wellfleet Historical Commission and Historical Review Board proposed a small district for "The Colony," a cluster of 13 buildings (10 in a cottage colony and three private homes) on 3.74 acres. The goal of the proposal was to protect from potential demolition the mid-20th century structures because of their potential architectural significance and their relationship to Wellfleet's early development as an artists' colony. The Commission returned the nomination to the town for further study.

- In June 2005, the Barnstable Planning Board nominated a small district (about 110 acres) between Route 6A and Barnstable Harbor called

"Pond Village." The goal of the proposal is to protect water and natural resources and historic and scenic "viewsheds." The Cape Cod Commission accepted the nomination for consideration just as Fiscal Year 2006 began.

- The Mashpee Planning Board considered nominating a town-wide district this year to address concerns about development impacts on water resources. Many public meetings and several hearings were held, and the concept remained under discussion at the local level at the end of the fiscal year.

### Continued Activities:

Barnstable County awarded **Local Comprehensive Plan (LCP) Implementation Grants** in 2002–2003. Thirteen of the 15 Cape towns applied and received the grants and have been making progress on them with the ongoing planning, technical, and administrative support of the Cape Cod Commission. The grants have helped:

- Barnstable – to study potential traffic congestion from increased development density in downtown Hyannis;
- Bourne – to complete its LCP;
- Brewster – to review its zoning bylaws and subdivision regulations;
- Chatham – to design and implement improvements in the West Chatham commercial area;
- Eastham – to conduct a survey of historic properties, to hold a public summit on zoning, and to prepare a village-style plan for the North Eastham area;
- Falmouth – to develop historic district zoning and dimensional standards for Falmouth's historic district and to adopt a local scenic and historic roads bylaw;
- Mashpee – to prepare a draft needs assessment for the town's affordable housing plan and to prepare draft ordinances for two potential historic districts;
- Orleans – to evaluate vehicular and pedestrian circulation in the village center;
- Provincetown – to develop affordable housing bylaws and an historic overlay district;



## Program Highlights • Fiscal Year 2005

- Sandwich – to revise existing commercial zoning for a mixed-use village center;
- Truro – to rewrite its LCP;
- Wellfleet – to develop an informational brochure about its affordable accessory-dwelling-unit bylaw, to update and clarify subdivision regulations, to update its parcel maps, and to conduct a town-wide survey to help update its LCP; and
- Yarmouth – to identify locations for affordable housing in mixed-use village centers along Route 28.

The Cape Cod Commission's planning staff continued its work on several **major studies and planning projects** this year, including the Joint Land Use Study of conflicts in the communities surrounding the Massachusetts Military Reservation; the Natural Hazards Pre-Disaster Mitigation Plan (PDM) for Barnstable County and Cape towns; and the Land-based Wind Energy Suitability Study. The Joint Land Use Study report was in draft stage at year end. The PDM plan for the county was final, and the towns of Bourne, Chatham, Eastham, Harwich, Mashpee, Orleans, Sandwich, and Wellfleet had plans approved by the Federal Emergency Management Agency, and the towns of Barnstable, Brewster, and Provincetown had plans close to completion at year end. Work for the land-based wind study was completed this year, including a "suitability map" to identify areas suitable for locating distributed wind-energy facilities in Barnstable County; an assessment of distributed wind-energy technologies to establish their scale, application, and potential impacts; and a model bylaw to provide a framework for towns in creating local regulations to accommodate uses of this kind and to provide a tool to understand this complex technology.

The Cape Cod Commission continued to help coordinate **land protection work** in the region by supporting local Land Bank committees. (The Commission's regulatory review process also supports land protection by requiring that a percentage of open space be set aside as mitigation for approved Developments of Regional Impact.) In addition, the Commission again this year coordinated Barnstable County's Cape Cod Pathways

program, assisting towns with their efforts to create links to the walking trail network and hosting the 11th annual fall Walking Weekend and the 2nd annual spring Pathways Trails Clean-up with the help of Barnstable County's AmeriCorps Cape Cod members. AmeriCorps members also helped update the Commission's comprehensive database that tracks Land Bank acquisitions across the region.

The Cape Cod Commission continued to provide **historic preservation assistance** to Cape communities this year. Work included technical assistance to town historical commissions, planning boards, and historical societies regarding grant opportunities, preservation tools, maintenance of historic buildings, and architectural review; presentations of educational programs and slide lectures on Cape Cod architecture and historic preservation; a workshop on demolition delay bylaws and neighborhood conservation districts for planners and historic preservationists; and a design meeting to discuss and review draft guidelines for the design of large-scale buildings with Cape Cod architects.

The Cape Cod Commission continued to provide **staff support to the Sustainability Indicators Council**. This year, work began on an update to the *Sustainability Indicators Report*, which defines and tracks social, economic, and environmental indicators over time to help measure how well or poorly Cape Cod is addressing these concerns.

In addition to the regulatory work mentioned earlier, the Cape Cod Commission issued decisions on **17 Developments of Regional Impact (DRIs)** in Fiscal Year 2005. (For a brief description of the projects and their mitigation requirements, see the table on the next two pages of this report. The complete DRI decision documents are on this Web site: [www.capecodcommission.org/regulatory/decisions.htm](http://www.capecodcommission.org/regulatory/decisions.htm).) The Commission also reviewed about 50 other proposals this year. They included airport improvements, golf and recreational facilities, large commercial and mixed-use developments, supermarkets, utilities, residential subdivisions, municipal wastewater, water supply, and land-exchange projects, and more. The Commission also continued to address follow-up regulatory and legal matters for previous DRI projects.



Development of Regional Impact (DRI) Decisions in Fiscal Year 2005 (in chronological order)

PROJECT NAME & LOCATION	DESCRIPTION	TYPE & DATE OF DECISION	SAMPLE CONDITIONS & MITIGATION
<b>532 Main Street Clear Cut</b> Route 130, Mashpee	Clear cutting of 2.7 acres, for vehicle storage and truck turning for an adjacent concrete block company on an 18-acre parcel	DRI approval with conditions 09/02/04	<ul style="list-style-type: none"> <li>• Four acres on-site open space</li> <li>• \$8,750 mitigation to alleviate nitrogen loading</li> <li>• Permanent revegetation for 100-ft. wide buffer along Route 130</li> <li>• 30-ft. wide buffer along Nicoletta's Way</li> </ul>
<b>Cape Cod Hospital Patient Bed Addition &amp; Materials Management</b> Lewis Bay Road, Hyannis (Barnstable) and Bayview Street, Yarmouth	Demolition of two existing buildings; new construction of a five-story patient addition and materials management building on 17 acres	DRI approval with conditions 09/02/04	<ul style="list-style-type: none"> <li>• \$36,975 for transportation improvements, sidewalk improvements, transit amenities</li> <li>• Tied to Barnstable sewer system; wastewater flows limited to 12,000 gallons/day</li> <li>• Landscaping and building design improvements; building and mechanical systems to meet or exceed state energy-efficiency code</li> </ul>
<b>Sprint Spectrum L.P./Harwichport Golf Course</b> Forest Street, Harwichport (Harwich)	Construction of a 150-ft. tall monopole wireless communications tower with an accessory-equipment compound	DRI approval with conditions 09/23/04	<ul style="list-style-type: none"> <li>• \$30,864 to Harwich Land Bank</li> <li>• Colocation by four wireless carriers</li> <li>• Limits on height, design, etc.</li> </ul>
<b>Trinity Christian Academy</b> Mary Dunn Road, Hyannis (Barnstable)	Construction of a 4,709-sq.ft. addition to an existing school structure and creation of a 45,000-sq.ft. play field on 6.9 acres	Hardship Exemption approval with conditions 10/21/04	<ul style="list-style-type: none"> <li>• \$300 towards a tidal-flushing study of Lewis Bay</li> <li>• Hazardous materials restricted on site</li> </ul>
<b>Wellfleet Harbor Actors Theater</b> Route 6, Wellfleet	A new year-round theater and performing arts facility on 4.06 acres	Hardship Exemption ("Project of Community Benefit") approval with conditions 11/04/04	<ul style="list-style-type: none"> <li>• 18,020 sq.ft. on-site open space</li> <li>• Performances limited, to vary by season, to reduce traffic impacts on regional roads</li> <li>• Wastewater flows limited, water usage metered, stormwater runoff to be managed, impervious paved surface to be limited to a 47,376-sq.ft. area</li> <li>• Facility limited to 250 total seats</li> </ul>
<b>Centerville River Dredging and Craigville Beach Nourishment Phase II</b> Sections of the Centerville River and Craigville Beach, Barnstable	Maintenance and improvement dredging of up to 31,180 cubic yards of sediment from three "reaches" of the river	DRI approval with conditions 11/18/04	<ul style="list-style-type: none"> <li>• Restrictions on amount and timing of dredging and beach nourishment</li> </ul>
<b>Shepley Wood Products</b> Off Independence Drive, Hyannis (Barnstable)	Development of office space in the unfinished upper level of a building on 2.61 acres	DRI Exemption approval 01/06/05	(none)
<b>W.J.G. Realty Trust</b> At the intersection of Route 137 and Route 39, East Harwich (Harwich)	Redevelopment and expansion of an existing Stop & Shop, and construction of an additional new retail building on 18.1 acres	DRI approval with conditions 02/03/05	<ul style="list-style-type: none"> <li>• 12.7 acres on-site open space, plus \$115,339 to Land Bank</li> <li>• Signals at Route 137; roundabout at Route 39/ Queen Anne Road; and \$238,793 in cash</li> <li>• Denitrifying septic system to be installed, plus improved stormwater management</li> </ul>
<b>Mirant/Canal Station Power Plant</b> Off Freezer Road, Sandwich	Major modification to allow facility to construct two 60,000-gallon storage tanks for aqueous ammonia on 10 acres	Major Modification approval with conditions 02/17/05	<ul style="list-style-type: none"> <li>• Conditions to ensure safe transport, storage, and use of hazardous materials</li> </ul>

## Program Highlights • Fiscal Year 2005

PROJECT NAME & LOCATION	DESCRIPTION	TYPE & DATE OF DECISION	SAMPLE CONDITIONS & MITIGATION
<b>Fleet Property Marshview Circle</b> Marshview Circle, East Sandwich (Sandwich)	Subdivision of land into three parcels, two for conservation purposes and one for a building lot, on 74.44 acres (total)	DRI Exemption approval 03/03/05	(none)
<b>Lookout Ridge Definitive Subdivision Plan &amp; Cluster Special Permit</b> Off Popple Bottom Road and Great Hill Road, East Sandwich (Sandwich)	Subdivision of land into 19 residential lots and two open space lots on 40.5 acres (total)	Hardship Exemption approval with conditions 03/03/05	<ul style="list-style-type: none"> <li>• Two lots in subdivision to have affordable rental units</li> <li>• 26.2 acres of protected open space on site</li> <li>• \$125,500 for trip reduction; \$5,000 for tree pruning; other transportation-related conditions</li> <li>• Installation of four groundwater monitoring wells; horse stable limited to 19 horses; \$1,100 for tidal flushing study</li> <li>• Restrictions related to buffers on scenic roadways</li> </ul>
<b>Union Parsonage</b> 1159 Main Street, Cotuit (Barnstable)	Demolition of an 1854 building listed as a contributing property on the Massachusetts and National Registers of Historic Places, on 0.5 acres	Hardship Exemption approval with conditions 03/17/05	(none)
<b>SouthCape Village Phase II Modification</b> Route 28, Mashpee	Major modification to allow construction of an additional 103,400 sq.ft. of retail space on 25 acres	Major Modification approval with conditions 03/31/05	<ul style="list-style-type: none"> <li>• Intersection work; signalization; \$317,000 for sidewalks; 38 acres vacant land taken out of development; \$3,415,185 for fair-share transportation costs; \$260,989 for 3 acres</li> </ul>
<b>Oyster Harbors Clubhouse</b> 170 Grand Island Drive, Osterville (Barnstable)	Demolition of an existing clubhouse/restaurant and construction of a new one in its place, on 12.7 acres	DRI Exemption approval 03/31/05	(none)
<b>Eastham Ocean Beach</b> Ocean View Drive, Eastham	Construction of a 250-vehicle parking lot and access stairway to ocean beach on 123.73 acres	DRI approval with conditions 04/14/05	<ul style="list-style-type: none"> <li>• Four acres on-site conservation restriction</li> <li>• Police detail at entrance; bike and pedestrian access; additional four acres conservation restriction to take land out of development</li> <li>• Conditions to minimize impacts to buffer at top of coastal bank</li> <li>• Conditions related to design of stairway</li> <li>• Conditions to manage vegetation</li> </ul>
<b>Cape Cod Regional Transit Authority Operations/Maintenance Center</b> 40 American Way, Dennis	Construction of bus/vehicle operations/maintenance center in two buildings (24,100 and 21,450 sq.ft.) on 10 acres	DRI Exemption approval 04/15/05	(none)
<b>Chatham Airport Safety Improvements Projects</b> 240 George Ryder Road, Chatham	Safety improvements as described in the municipal airport's 20-year master plan (runways, aprons, lighting, etc.), on 92 acres	Hardship Exemption approval with conditions 06/23/05	<ul style="list-style-type: none"> <li>• Mitigation to minimize impacts to on-site vernal pool</li> <li>• Bike racks and trip-reduction promotional materials</li> <li>• Conditions to handle runoff, stormwater infrastructure, and drainage</li> <li>• Conditions on lighting, building design, landscaping, and hazardous materials</li> </ul>

## Affordable Housing Program

The Cape Cod Commission works with many partners in the region to coordinate affordable housing programs and to develop land use policies that influence affordable housing in a positive way. The Commission also coordinates the Barnstable County HOME Consortium, which since 1994 has been allocated more than \$8.5 million in federal HOME Investment Partnership Funds. The consortium has in turn awarded those funds to local projects that have resulted in more than 500 affordable housing units built, more than 120 units under construction, and more than 80 units committed for development.



*Wells Court, Brewster*

### New Activities:

The Commission's affordable housing specialist, in consultation with the HOME Consortium Advisory Council, prepared the **HUD Five-Year Consolidated Plan** this year. The 100-page document provides a detailed description of the area's affordable housing needs and available resources, and it describes what are considered to be the top priorities for the consortium. The plan is available on this Web site: [www.capecodcommission.org/housing/HOMEconsortium.htm](http://www.capecodcommission.org/housing/HOMEconsortium.htm)

The Cape Cod Commission helps address affordable housing needs through its regulatory process. Residential development projects subject to Commission review have long been required to set aside 10 percent of their development for affordable housing. Commercial development projects subject to Commission review are now required to provide an analysis of the affordable housing needs generated by their projects. The methodology for the analysis is contained in **Technical Bulletin 04-001: DRI Guidelines for Analysis of Affordable Housing Needs Generated by Commercial Development**, which the Commission finalized this year.

**Cape Cod Senior Residences**, a 100-percent affordable housing and health-care option for local seniors, opened in February 2005 on the site of the former Barnstable County Hospital in Pocasset.

The community has 24 independent apartments and 60 assisted-living apartments developed by the nonprofit Housing Assistance Corporation of Hyannis and Realty Resources Chartered of Maine with funds from the Barnstable County HOME Consortium, the state HOME Program, federal low-income housing tax credits, and the Massachusetts Affordable Housing Trust Fund. Barnstable County worked closely over a 10-year period with many agencies and individuals to create the affordable community, which offers below-market rates for seniors 65 years or older whose incomes are at or below 60 percent of the area median income. The Cape Cod Commission approved the project as a Development of Regional Impact in 2003.

### Continued Activities:

The HOME Consortium **Housing Development Program** saw the completion of seven projects this year (four rental and three ownership) that created a total of 181 affordable units. In addition, the consortium made commitments of \$1 million to nine projects (a record for one year) that will create an additional 114 units. The **HOME Down Payment Closing Cost Assistance Program** made 34 loans totaling \$217,771, and the HOME



## Program Highlights • Fiscal Year 2005

**Homeowner Rehabilitation Program** made nine loans totaling \$94,701.

The Cape Cod Commission's **Soft Second Loan Program** secured an additional \$50,000 and assisted 17 homeowners with loans.

The Leadership Council to End Homelessness completed the development of **A Ten-Year Plan to End Homelessness** in February 2005 with support from the Commission's affordable housing specialist. (A copy is available on the Web site [www.capecodcommission.org/housing/resources.htm](http://www.capecodcommission.org/housing/resources.htm).) The first project called for in the plan, Bridgeport's eight units for homeless individuals in Falmouth, was also completed this year.

The Cape Cod Commission made 10 awards under its **Affordable Housing Technical Assistance Program** this year. The awards went to the towns of Wellfleet, Falmouth, Bourne, and Yarmouth; to the housing authorities in Wellfleet, Truro, and Brewster; and to the Lower Cape Cod Community Development Corporation, the Housing Assistance Corporation, and the Housing Land Trust for Cape Cod.

The Commission's affordable housing specialist also updated **An Inventory of Comprehensive Permits (Chapter 40B Developments)** in Barnstable County this year. It is on this Web site: [www.capecodcommission.org/housing/resources.htm](http://www.capecodcommission.org/housing/resources.htm)



## Economic Development Program

Economic development encompasses a broad range of issues, and the Cape Cod Commission's Economic Development Program works with many agencies and individuals in the region on planning, regulatory, and technical assistance activities. The Commission collaborates with Barnstable County's Economic Development Council and many other partners to encourage sustainable economic development throughout the region.



*John F. Kennedy Memorial*

### New Activities:

The Cape Cod Commission approved a **new technical bulletin** guiding the economic impact review of Developments of Regional Impact in October 2004. The bulletin outlines the information both required of applicants to help the agency assess impacts and requested of applicants to help the agency determine the benefits and detriments of a project from the economic perspective.

Tourism brings new money into the region, and to capitalize on the economics of tourism and add value to the experience, programs have been developed to give visitors an understanding of the maritime history and unique maritime environment of Cape Cod. These programs are designed to extend the tourist season while engendering a respect and concern among visitors for what makes this region unique. The Cape Cod Commission supports and participates in a number of ongoing regional efforts in this regard, including Maritime Days, Passport to the Arts, the Regional Competitiveness Council-Industry Cluster Committee, Everything Arts, and Making Art/Making a Living. New value-added tourism efforts in which the Commission participated this year include:

• **Cultural Coast/National Heritage Corridor** – An effort is under way to establish the federal designation of a National Heritage Corridor extending from Quincy to Provincetown. The area has many examples of American ideals and achievements from Plimoth Plantation

to the homes of Presidents John Adams, John Quincy Adams, and John F. Kennedy. Partners in this effort include area chambers of commerce, towns, economic development organizations, local businesses, the offices of US Representative William Delahunt and US Senator Edward Kennedy, Massachusetts state legislators, and the Cape Cod Commission.

• **Creative Economy Conference** – The Cape Cod Commission participated in planning the first Creative Economy Conference designed to bring together people from all aspects of the industry to identify the strengths, weaknesses, opportunities, and threats to the future growth of the creative economy on Cape Cod. The Commission's economic development officer helped to facilitate discussions leading to specific recommendations to support the industry and increase wealth from creative endeavors.

• **Artisans Heritage Trail Project** – The Cape Cod Commission supported the successful proposal to the Massachusetts Cultural Council by the Cape Cod Chamber of Commerce to publish a travel guide that introduces visitors to working artisans across the region. The project is designed to support the artists within the region's creative economy and to promote value-added tourism.

• **WiFi Pilot Project** – The Cape Cod Commission supported the Cape Cod Technology Council's proposal to the John Adams



## Program Highlights • Fiscal Year 2005

Innovation Institute to fund a pilot project to bring high-speed wireless Internet (WiFi) access to residents, businesses, and visitors in Orleans. The proposed project will develop a model for deploying WiFi technology and will develop a replicable business plan that would enable communities across the region to offer similar services in their village centers. The project supports the Commission's ongoing effort to concentrate development into growth centers.

### Continued Activities:

The Cape Cod Commission's Planning Committee and its economic development officer led a regional effort to produce the annual update of the Cape Cod Region **Comprehensive Economic Development Strategy (CEDS)**. The 2005 update highlighted demographic and economic trends. It also described numerous economic development activities sponsored by a wide range of partner organizations, from Cape Cod Community College to Barnstable County's Cape Cod Economic Development Council.

The Commission's part-time research analyst provided demographic and economic data analysis. The agency's newsletter and Web site published four **Cape Trends Updates** this year, two on population estimates and two on commuting trends.

## Geographic Information System Program

Besides supporting the land use planning and regulatory work of the Cape Cod Commission itself, a major responsibility of the Commission's Geographic Information System (GIS) department is to provide technical assistance to Cape towns and Barnstable County departments. The Commission's GIS serves as a library of data and maps, with hundreds of thematic, digital map layers that can be used by town GIS departments and their consultants at no charge; the ready-to-use data can save a considerable amount of money for towns that utilize them.



*Aerial image from Pictometry*

### New Activities:

Through an interagency cooperative effort, the Cape Cod Commission offered a new GIS service this year. The Pictometry International Corporation provided software and aerial photographs of Massachusetts to the Massachusetts Highway Department and licensed the distribution of them without charge to municipalities through the regional planning agencies across the state. The company provided several training seminars, and the Cape Cod Commission's GIS staff then installed the **Pictometry software and data** in systems in the towns of Barnstable, Brewster, Eastham, Falmouth, Harwich, Mashpee, Orleans, Provincetown, Truro, and Wellfleet. The Commission is available to install the software in municipal systems in the remaining Cape towns, if desired. The Commission's GIS staff used the Pictometry images this year in several ways, including assisting a criminal investigation by the Barnstable Police Department and assisting an emergency-response training exercise at the Barnstable County Fire Training Academy.

report's Program Highlights) depended heavily on GIS land use mapping and overlay analyses of air safety zones, flight paths, town zoning, and noise contours. Using GIS data, the Commission helped prepare a buildout analysis of vacant and subdividable lands in the study area.

In Fiscal Year 2005, the Commission's GIS department completed a grant from the Massachusetts Executive Office of Environmental Affairs (EOEA) to update the **digital zoning layers data** for each of the 15 Cape towns and to bring associated data tables up to the standards required by EOEA's MassGIS office.

The Commission's GIS department also created **53 maps from existing data** (for example, maps showing protected open space areas or zoning districts) to answer the specialized requests of 10 Cape towns this year.

### Continued Activities:

The ongoing Massachusetts Military Reservation (MMR) **Joint Land Use Study** (see the "Planning, Community Development, and Regulatory Programs" section of this annual



## Marine Resources Program

The Cape Cod Commission works to advance local planning and restoration efforts for coastal and marine resources and to represent the Cape's broader interests in state, federal, and international resource management. The coming year holds the promise of a new approach to managing the Cape's coastal margins; a national dialogue and state draft legislation about appropriate uses of these resources must adequately consider, represent, and incorporate local priorities.



*Trap in Chatham*

### New Activities:

The Cape Cod Commission cosponsored and its staff members participated in a new conference this year entitled **Endless Summer: Managing Landscape Character in Coastal Communities**. Organized by the Cape Cod National Seashore, the Olmsted Center for Landscape Preservation, the Conservation Study Institute, and the University of Massachusetts–Amherst, the October 2004 forum focused on key issues for the communities of the Lower Cape, including small community harbors, working waterfronts, and community character. The forum fostered a stronger appreciation for shared concerns and pressures that may threaten the special attributes of the area.

The Commission's marine resources specialist also helped coordinate an international conference on community-based marine conservation in partnership with the Quebec Labrador Foundation (QLF) and others. The QLF's **Soundings Institute: Advancing Community-based Practices in Marine Conservation and Management** convened in April 2005 in Nova Scotia. The program drew attendees from the United States and Canada, from Cape Cod to the Gulf of Maine and the Gulf of St. Lawrence. Federal, state, and local governmental officials joined representatives of the fishing industry and numerous conservation groups to discuss an emerging movement: the promotion of stewardship of the coastal and marine environment at the local level. The principle idea is to vest responsibility for key management decisions with those

who are most directly affected by the health of the marine resource.

### Continued Activities:

The Cape Cod Commission continued to provide regional services for the **Massachusetts Bays National Estuary Program** this year by participating in local salt-marsh restoration projects and supporting management efforts for Areas of Critical Environmental Concern (ACECs).

The Commission's marine resources specialist continued to **work with local organizations** such as the Woods Hole Research Center on new planning tools to address development pressures, the effects of climate change, and land-based impacts to the coastal environment, and the Cape Cod Commercial Hook Fishermen's Association to follow fisheries issues that affect local communities.

The Commission's marine resources specialist also participated in two of the 10 working groups (the Intergovernmental and the Infrastructure and Capacity-building working groups) convened by the **Gerry Studds Stellwagen Bank Marine Sanctuary** to analyze elements of a new management plan under development. The marine resources specialist also continued to serve on the Sanctuary Advisory Council, working to ensure that the Cape's interests are well represented in the sanctuary's programs, priorities, and activities.



## Transportation Program

Short- and long-range transportation plans developed by the Cape Cod Commission help identify and provide funding for present and future year-round and seasonal transportation needs for the region. The Commission's traffic and safety studies and annual traffic counts inform activities coordinated with federal, state, regional, and local agencies. The Commission's regulatory review of major development proposals for their regional and local impacts also provides an opportunity to influence Cape Cod's transportation environment.



*Shuttle bus service*

### New Activities:

As required under federal guidelines to be eligible for federal transportation funding, the Cape Cod Commission transportation staff participated in the **restructuring of the Cape Cod Metropolitan Planning Organization (MPO)** this year. The MPO, a partnership between the state and the region, is responsible for directing transportation policy and allocating federal transportation funds on Cape Cod. Local representation to the four-member MPO has been through the chairs of the Cape Cod Commission and the Cape Cod Regional Transit Authority (or their representatives) and through the MPO's advisory group, the Cape Cod Joint Transportation Committee, which includes members from each of the Cape's 15 towns. The restructured MPO will expand to nine members with more local representation (three selectmen, a county commissioner, and a Barnstable town councilor or the Barnstable town manager) to increase local participation regarding the allocation of federal funds for transportation projects.

In Fiscal Year 2005, the Cape Cod Commission took the lead in developing and advancing the Cape Cod **Flex Route transit bus service** to serve the Lower and Outer Cape, in coordination with the Cape Cod National Seashore/National Park Service and the Cape Cod Regional Transit Authority. Dozens of local meetings with boards of selectmen, potential users, and stakeholders

resulted in unanimous support of the boards of selectmen from all the communities to be served and the full support of the Cape Cod Regional Transit Authority advisory board. Implementation of the service, contingent on funding, is expected in summer 2006.

### Continued Activities:

The Cape Cod Commission transportation staff continued to coordinate transportation planning activities for the MPO this year. Efforts included the preparation of the annual **Unified Planning Work Program for Transportation Planning Activities** and the annual update of the Cape Cod **Transportation Improvement Program (TIP)**.

As a result of these efforts, approximately \$61 million of local and regional transportation projects were eligible for state and federal transportation funding for federal Fiscal Year 2005.

**Projects advertised for construction** included:

- Sagamore Grade Separation Project, including a new park-&-ride lot and fire station – \$43.7 million
- Willow Street widening in Yarmouth – \$2.6 million
- Beares Way reconstruction/improvement in Barnstable – \$1.6 million



## Program Highlights • Fiscal Year 2005

- Shining Sea Bike Path extension in Falmouth – \$0.4 million
- Cape Cod Regional Transit Authority bus service (capital, operating, and maintenance) – \$13 million

Working with the Massachusetts Highway Department, town officials, and the Cape Cod Joint Transportation Committee, the Commission's transportation staff continued to assist with the **advancement and implementation of transportation projects**, including:

- Cape Cod Rail Trail extension in Barnstable/Yarmouth/Dennis
- Route 28 widening from the Airport Rotary in Barnstable to the Yarmouth town line
- Route 132 boulevard project in Barnstable
- Swan River Road reconstruction in Dennis
- Route 28/Ashers Path/Orchard Road new traffic-signal installation in Mashpee
- Skaket Corners (Route 6A/ West Road/ Eldredge Park Way) intersection improvements in Orleans
- Route 28/Finlay Road realignment and new signal installation in Orleans
- Town Hall Square/Route 130/Water Street intersection improvements in Sandwich
- Willow Street widening and Route 6/Exit 7 ramp signalization in Yarmouth

The Commission's transportation staff continued and made substantial progress this year on a **traffic and safety study of Route 28** in Yarmouth, Dennis, Harwich, and Chatham. Completion of the study is expected in Fiscal Year 2006.

The Commission's staff also conducted the **annual traffic-counting program**, counting traffic at nearly 300 locations in the Cape's 15 towns this year. The collected data provide a basis for the identification of transportation improvements, the analysis of traffic impacts of new development, and future travel trends.

## Waste Management Program

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



*SEMASS Facility*

### New Activities:

The Commission's solid waste specialist began an outreach effort about **future contracts with the SEMASS waste-to-energy facility** in Rochester, Massachusetts, which Cape towns use to dispose of their solid waste. The outreach effort, so far to the Barnstable County Solid Waste Advisory Committee, the Town Councilors' and Selectmen's Association, and the Town Managers' Association, is meant to foster a proactive, coordinated review of existing long-term waste disposal contracts with SEMASS, most of which expire in 2015. The effort may help Cape towns begin to examine issues for contract renegotiation, if desired, and to explore any viable alternative options. So far, the outreach has prompted some towns to review and renew their current contracts and to consider the possibility of forming a regional advisory board or contract committee.

the region. The reports are available on this Web site: [www.capecodcommission.org/waste](http://www.capecodcommission.org/waste)

The Commission's hazardous waste specialist also continued to work with Barnstable County's Cape Cod Cooperative Extension to provide **support for household hazardous product collection events** held by Cape towns (see the "Services to Towns" section of this report for details).

### Continued Activities:

The Commission's staff continued to monitor **waste-related state legislation and regulations** (for example, legislation related to the Bottle Bill and the Renewable Energy Portfolio) and to share this information with municipal staff and officials.

The Commission's waste management staff compiled **annual reports about solid waste, recycling, and hazardous waste collections** in



## Water Resources Program

Water quality and wastewater management remain important issues for the region, and many of the activities of the Cape Cod Commission this year reflected these priorities. The work of the Commission's Water Resources Office promotes a better understanding of the complex and interlinked nature of water quality in wells, estuaries, and ponds, which in turn helps local, regional, state, and federal scientists and officials develop and implement solutions to protect and manage these resources.



*Mystic Lake, Marstons Mills*

### New Activities:

The Cape Cod Commission and Barnstable County released a comprehensive report following a year-long study of wastewater management planning, administrative, and legal tools. The 120-page report, officially titled **Enhancing Wastewater Management on Cape Cod** but now commonly referred to as the Wastewater Management Tools Report, describes existing wastewater facilities and programs, defines the challenges to managing wastewater effectively, and discusses recommended solutions and 52 specific administrative, planning, legal, and management actions that town, regional, and state governments can undertake to begin better wastewater management now. The report also includes four case studies that exemplify a broad range of management needs and the possible techniques that all Cape towns could implement.

The Commission followed the release of the report with an **outreach program to Cape communities**, which continues the work of the Barnstable County Wastewater Implementation Committee (WIC) and also complements the efforts of the Barnstable County Blue Ribbon Committee to develop a regional approach to wastewater management. The Commission also helped launch a new public information project about wastewater through the WIC partnered with the Cape Cod Chamber of Commerce and the Association to Preserve Cape Cod; the \$116,000 project includes a public opinion survey and a public education effort.

The Commission helped coordinate a Barnstable County-funded (\$300,000) groundwater modeling project by the US Geological Survey (USGS) this year. The resulting model will provide assistance on the most important issue for action recommended in the Wastewater Management Tools Report: **the identification and evaluation of potential sites for future wastewater disposal**. The groundwater model has been instrumental so far in assisting the towns of Barnstable, Chatham, Dennis, Falmouth, Harwich, Orleans, and Yarmouth in their wastewater facility planning efforts.

### Continued Activities:

Four of the independent **town wastewater studies** funded by Barnstable County last year were completed this year. The Commission's water resources staff continues to provide administrative and technical assistance for studies by the towns of Barnstable, Bourne, Orleans, and Yarmouth. Mashpee's study is under way. (In addition, Barnstable County approved a grant to Eastham, which is being administered by the county's Department of Health and Environment.)

The **Massachusetts Estuaries Project** released six nitrogen-management threshold reports for six Cape Cod embayments this year, including:

- Popponesset Bay in Mashpee, Barnstable, and Sandwich;



## Program Highlights • Fiscal Year 2005

- Quashnet River in Mashpee;
- a portion of Waquoit Bay shared by Mashpee and Falmouth; and
- the Great, Green, and Bournes ponds in Falmouth.

The project lead is the School of Marine Science and Technology at the University of Massachusetts–Dartmouth. The Cape Cod Commission staff is the technical lead in the land use/nitrogen-loading portion of the “linked watershed model” used to prepare these reports. The technical reports provide the scientific basis for the Total Maximum Daily Load, or TMDL, limits developed by the Massachusetts Department of Environmental Protection and will provide a regulatory limit for wastewater planning in the towns in the watershed.

The Cape Cod **Pond and Lake Stewardship (PALS)** project continues to address citizen and town concerns about pond and lake water quality. Some of the pond-monitoring groups developed extensive data sets about water quality but required technical expertise to interpret them. In response, Cape Cod Commission staff developed a pilot project, funded by Barnstable County this winter (\$105,000), to help four towns interpret water-quality data from more than three years of sampling in freshwater ponds. The staff also coordinated the fourth annual PALS sampling snapshot this year. Over 180 ponds and lakes receive free laboratory analysis from the county’s Massachusetts Estuaries Project partners, the School of Marine Science and Technology at the University of Massachusetts–Dartmouth.

Other **pond-related activities** in Fiscal Year 2005 included:

- the Commission’s continued work in support of the restoration of Long Pond in Brewster and Harwich;
- a hydrogeologic assessment and water-budget report for Mystic Lake, Middle Pond, and Hamblin Pond in Barnstable for the Indian Ponds Association;
- a detailed water-quality assessment of data gathered for more than 10 years for Flax Pond in Harwich;

- a review of pond protection regulations for the Brewster Board of Health and Conservation Commission; and,

- preparation of bathymetric maps using depth measurements of freshwater ponds taken by citizens in Orleans.

Work related to **water supplies** also continued this year. The Cape Cod Commission water resources staff continue to participate in the Massachusetts Military Reservation’s Impact Area Groundwater Study and the Plume Clean-up Team. Staff also conducts and manages the groundwater clean-up activities at the Barnstable County Fire Training Academy and developed remedial plans to be implemented in the next year. Commission staff also continues to monitor the USGS water-level network, which consists of 60 groundwater wells measured on a monthly basis. Data from the wells are available through the Cape Cod Commission and USGS Web sites.

The Commission’s water resources staff continued to coordinate the activities of the Cape Cod **Groundwater Guardian Team** with the help of Barnstable County’s AmeriCorps Cape Cod members. Water festivals at numerous schools, a stormwater education project, and a redesigned Web site ([www.capecodgroundwater.org](http://www.capecodgroundwater.org)) focus on three priority areas: groundwater education, stormwater, and water conservation. The team held nine “Wet and Wild” Water Festivals in eight elementary schools that provided half-day educational programs for approximately 1,200 students and teachers this year. The team also developed a comprehensive town-by-town matrix of stormwater regulations, prepared educational materials, and developed information for community assistance with the implementation of federal stormwater regulations.

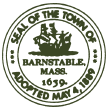




*BARNSTABLE COUNTY, MASSACHUSETTS*

# Services to Towns

*EACH OF THE 15 TOWNS IN BARNSTABLE COUNTY RECEIVES A WIDE VARIETY of technical assistance through the services of the Cape Cod Commission. Those services span the regional issue areas highlighted previously in this report but with a local emphasis, tailored to the specific needs of each community.*



## BARNSTABLE

### Affordable Housing Program

- Awarded \$150,000 in HOME funds for 18 affordable homeownership units in Marstons Mills and awarded \$100,000 in HOME funds for four affordable homeownership units on Gallaghers Lane.
- Provided ongoing construction monitoring of the remaining HOME-funded six affordable ownership units at Danvers Way.
- Provided one HOME homeowner rehab loan to a Barnstable household.
- Prepared a purchase-and-sale agreement that resulted in an affordable rental unit owned by the Barnstable Housing Authority.
- Prepared a Request for Proposals for an affordable housing development of the Barnstable Housing Authority.
- Provided technical comments on incentive and other affordable housing bylaws.

### Geographic Information System (GIS) Program

- Installed Pictometry software and images in the Barnstable GIS Unit, the Barnstable Police Department, and the COMM Fire Department.
- Calculated the volumes of ponds for the Water Resources Department.
- Provided an historic preservation map.

### Natural Resources and Land Protection Program

- Wrote letters of support for the town's pursuit of land-acquisition grants.

### Planning, Community Development, and Regulatory Programs

- Continued to provide support for the revitalization

- of downtown Hyannis and conducted a traffic and density study of downtown Hyannis to inform the potential designation of a Growth Incentive Zone.
- Continued to provide support for the Local Comprehensive Plan update and an implementation grant.
- Provided support for the potential nomination of the Pond Village area as a District of Critical Planning Concern (DCPC).
- Provided assistance with the design of the Main Street/Hyannis Transportation Center entrance area.
- Provided technical assistance to the Barnstable Historical Commission about current preservation tools and National Register of Historic Places protections.
- Approved Development of Regional Impact (DRI) applications for the Cape Cod Hospital Patient Bed Addition and the Centerville River Dredging/Craigville Beach Nourishment projects, approved the DRI Exemption applications for the Shepley Wood Products and Oyster Harbor Clubhouse projects, and approved the DRI Hardship Exemption applications for the Trinity Christian Academy and Union Parsonage projects.
- Continued to review other DRI proposals, including the proposed Atlantis Development Supermarket, Barnstable Municipal Airport Improvements/Terminal, Barnstable Wastewater Facilities Plan, and the now-withdrawn Stuborn Limited Partnership project.

### Transportation Program

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Continued to assist in the advancement of Route 132 improvements, including construction funding and design funding.



## Services to Towns • Fiscal Year 2005

- Assisted in developing the Scope of Work, performing data collection, and obtaining funding for the downtown Hyannis Land Use & Transportation Study (Barnstable growth management project).
- Performed traffic counts on 112 road segments and at 62 intersections, including portions of Five Corners Road (Pond Street), High School Road, Hyannis Road, Lambert Mill Road, Main Street (Marstons Mills), North Street, Nye Road, Old Stage Road, Pine Street, South County Road, South Street, Yarmouth Road, and Routes 6A, 28, and 132.

### Waste Management Program

- Assisted the town with its household hazardous waste collections.

### Water Resources Program

- Performed a water quality and watershed assessment for the Indian Ponds Association.
- Coordinated water quality “snapshots” (sampling and analyses) of Hamblin and Middle ponds and Mystic Lake.
- Monitored groundwater levels in 10 US Geological Survey (USGS) observation wells in Barnstable each month.

- Provided support for the clean-up of the Barnstable County Fire Training Academy site.
- Coordinated coastal water quality studies and issued a report for Popponesset Bay as part of the Massachusetts Estuaries Project.
- Published and pursued an outreach/education campaign about the wastewater management tools report (“Enhancing Wastewater Management on Cape Cod: Planning, Administrative, and Legal Tools”), which included a case study about the public transfer of a wastewater facility to accommodate wastewater management improvements and affordable housing.
- Administered a \$39,500 Barnstable County grant to produce a guidance document on effluent disposal siting and provided technical assistance with groundwater modeling through the county’s USGS project to assist the town in evaluating such sites.
- With the Cape Cod Groundwater Guardian Team, coordinated a Water Education for Teachers (WET) festival for 6th grade students and teachers at the Horace Mann School.



## BOURNE

### Affordable Housing Program

- Monitored completion of the 84-unit HOME-funded assisted-living development at the former Barnstable County Hospital site in Pocasset.
- Provided two HOME down payment, two HOME homeowner rehab, and one Soft Second Program loans to Bourne households.
- Awarded a \$3,000 Technical Assistance Program (TAP) grant to Bourne to develop an affordable housing action plan to meet state “planned production” guidelines.
- Provided technical comments to the Zoning Board of Appeals on three Chapter 40B developments.

### Planning, Community Development, and Regulatory Programs

- Continued to provide technical assistance to promote economic development and revitalization in Buzzards Bay. Staff met with the town planner, downtown property owners, and representatives of the Buzzards Bay Village Association to discuss a design “charrette” (a collaborative workshop process) for Buzzards Bay.
- Continued to provide assistance with the Local Comprehensive Plan (LCP). Staff provided feedback on the

drafting of the plan, which is being funded by Barnstable County’s LCP Implementation Grant Program.

- Coordinated the Massachusetts Military Reservation Joint Land Use Study (see the “Program Highlights” section of this annual report).

### Transportation Program

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Performed traffic counts on 12 road segments and at three intersections, including portions of Adams Street, Barlows Landing Road, Ben Abbey Road, Bournedale Road, Clay Pond Road, Old Plymouth Road, Sandwich Road, Sandwich Road Access, Shore Road, and Routes 6, 6A, 25, and 28.

### Water Resources Program

- Coordinated water quality “snapshots” (sampling and analyses) of Flax, Lily, and Shop ponds.
- Continued to participate in Massachusetts Military Reservation (MMR) water supply issues and on the MMR Impact Area Review Team about the clean-up of contaminants.



## BREWSTER

### Affordable Housing Program

- Monitored completion of the 24-unit HOME-funded Wells Court elderly housing development.
- Awarded a \$4,725 Technical Assistance Program (TAP) grant to the Brewster Housing Authority for a development consultant to pursue funding on a joint project with the Latham School.
- Provided technical assistance to the Brewster Housing Authority on future housing development projects.

### Geographic Information System (GIS) Program

- Installed Pictometry software and images in the Brewster town offices and the Brewster Fire Department.
- Produced several maps to meet special requests, including a water resources map, a potential future water supply areas map, a conservation restrictions map, an historic district map, and an open space purchase map.
- Updated the assessor's digital parcel layer by adding assessors' database attributes.

### Transportation Program

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Performed traffic counts on eight road segments and at one intersection, including portions of Freemans Way,

Millstone Road, Underpass Road, and Routes 6, 6A, 28, 124, and 137.

### Waste Management Program

- Assisted the town with its household hazardous waste collections.

### Water Resources Program

- Reviewed pond water quality provisions in Brewster health and conservation bylaws and regulations.
- Coordinated water quality "snapshots" (sampling and analyses) of Black, Blueberry, Cahoon, Canoe, Cliff, Cobbs, Eel, Elbow, Flax, Girl Scout, Greenland, Griffiths, Higgins, Little Cliff, Long, Lower Mill, Mill, Myricks, Owl, Pine, Schoolhouse, Seymour, Sheep, Slough, Smalls, Smiths, Sols, Upper Mill, and Walkers ponds.
- Monitored groundwater levels in three US Geological Survey (USGS) observation wells in Brewster each month.
- Provided support for the Long Pond Management Plan and restoration efforts.
- Continued to provide support for a Barnstable County-funded \$50,000 evaluation of the Tri-Town District septage disposal facility.



## CHATHAM

### Affordable Housing Program

- Awarded \$100,000 in HOME and \$50,000 in Barnstable County Rental Housing Program funds for the 47-unit Lake Street affordable family rental development.
- Provided a feasibility analysis for a potential affordable housing development.
- Provided technical comments on an affordable housing incentive zoning bylaw.

### Geographic Information System (GIS) Program

- Produced several maps on special request for the Monomoy Sanctuary.
- Assisted town staff with coordinate conversion for use in GIS (specifically for water quality monitoring station locations).

### Planning, Community Development, and Regulatory Programs

- Continued to provide assistance with the Local Comprehensive Plan.

- Approved with conditions a Development of Regional Impact (DRI) Hardship Exemption for the Chatham Airport Safety Improvement Projects.
- Continued to review a DRI proposal for the Chatham Wastewater Plan.

### Transportation Program

- Coordinated a regional traffic congestion and safety study of a portion of Route 28.
- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Performed traffic counts on seven road segments and at three intersections, including portions of Bridge Street, Crowell Road, George Ryder Road, Old Comers Road, Shore Road, Stepping Stone/Stony Hill, and Routes 28 and 137.

### Waste Management Program

- Assisted the town with its household hazardous waste collections.





## Services to Towns • Fiscal Year 2005

### Water Resources Program

- Provided assistance with wastewater management planning.
- Coordinated water quality “snapshots” (sampling and analyses) of Barclays, Black East, Emery, Goose, Mill, Ministers, Pickerel, Ryders, Schoolhouse, Stillwater, Trout, and White ponds, and Lovers Lake.

- Monitored groundwater levels in one US Geological Survey (USGS) observation well in Chatham each month.
- Continued to provide technical assistance through the Massachusetts Estuaries Project for land-use assessments.



## DENNIS

### Affordable Housing Program

- Awarded \$100,000 of HOME funds for seven affordable rental units on Telegraph Road in Dennisport.
- Monitored the completion of construction of the 46-unit HOME-funded Northside elderly rental housing development.
- Provided two HOME down payment and one Soft Second Program loans to Dennis households.
- Provided technical assistance to the Dennis Housing Authority on its planned Melpet Farm housing development.

### Geographic Information System (GIS) Program

- Provided a series of six requested maps for the Department of Natural Resources.
- Provided printed US Geological Survey quadrangle maps for Historic Commission use.
- Responded to two requests for technical assistance and provided copies of five maps.
- Provided GIS data to a private consultant hired by the Town of Dennis.
- Provided a protected open space layer update and conservation lands GIS data layers for use by town staff.

### Planning, Community Development, and Regulatory Programs

- Provided support for the Local Comprehensive Plan certification review.
- Approved a Development of Regional Impact (DRI) Exemption for the Cape Cod Regional Transit Authority Operations and Maintenance Center project.

### Transportation Program

- Coordinated a regional traffic congestion and safety study of a portion of Route 28.
- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Provided assistance in the advancement of the Swan River Road reconstruction project.
- Worked with the Massachusetts Department of Environmental Management to identify sources of funds for the reconstruction of portions of the Cape Cod Rail Trail.
- Performed traffic counts on 16 road segments and at two intersections, including portions of Airline Road, Great Western Road, Main Street, Old Chatham Road, Old Main Street, School Street, South Gages Way, Swan River Road, Trotting Park Road, and Routes 28 and 134.

### Waste Management Program

- Assisted the town with its household hazardous waste collections.

### Water Resources Program

- Coordinated water quality “snapshots” (sampling and analyses) of Baker, Cedar, Coles, Eagle, Flax, Fresh, Hiram, North Simmons, Run, Scargo, and White ponds.
- Provided assistance with wastewater management planning and provided technical assistance with groundwater modeling through Barnstable County’s US Geological Survey (USGS) project to evaluate the effect of potential wastewater disposal sites.
- Monitored groundwater levels in five USGS observation wells in Dennis each month.



## EASTHAM

### Affordable Housing Program

- Provided technical comments to the Zoning Board of Appeals on two Chapter 40B developments.

### Geographic Information System (GIS) Program

- Installed Pictometry software and images in the information technology director's office and the Assessing Department.

### Planning, Community Development, and Regulatory Programs

- Continued to provide support for the implementation of the Local Comprehensive Plan and assisted the Eastham Critical Planning Committee about Brackett Road.
- Provided technical assistance to the Eastham Historical Commission about the administration of demolition delay bylaws.
- Approved with conditions a Development of Regional Impact (DRI) application for the Eastham Ocean Beach project.

### Transportation Program

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Coordinated community meetings and local workshops about transit and the newly proposed Flex transit service.
- Worked with the Massachusetts Department of Environmental Management to identify sources of funds for reconstruction of portions of the Cape Cod Rail Trail.

- Performed traffic counts on 18 road segments and at 22 intersections, including portions of Brackett Road, Bridge Road, Cable Road, Doane Road, Herring Brook Road, Kingsbury Beach Road, Massasoit Road, Nauset Road, Ocean View Drive, Old County Road, Old Orchard Road, Samoset Road, Schoolhouse Road, and Route 6.
- Performed special traffic counts to support analysis for the ocean beach parking lot project.

### Waste Management Program

- Assisted the town with its household hazardous waste collections.

### Water Resources Program

- Reviewed a draft report on the US Geological Survey (USGS) Groundwater Modeling Project and continued to provide technical assistance about groundwater modeling through Barnstable County's USGS project to evaluate the effects of potential wastewater disposal sites.
- Coordinated water quality "snapshots" (sampling and analyses) of Depot, Great, Herring, Jemima, Minister, Molls, Muddy, Schoolhouse, and Widow Harding ponds.
- Monitored groundwater levels in two USGS observation wells in Eastham each month.
- Provided technical assistance on water supply and private well impacts.
- Continued to provide support for a Barnstable County-funded \$50,000 evaluation of the Tri-Town District septage disposal facility.



## FALMOUTH

### Affordable Housing Program

- Made funding commitments to three housing development projects in Falmouth this year: \$100,000 for Bridgeport, which includes eight rental units for homeless individuals; \$150,000 for Edgerton Drive, which has 24 rental units, 16 of which are affordable; and \$100,000 for East Ridge Road, which involves six affordable ownership units.
- Provided eight HOME down payment and four Soft Second Program loans to Falmouth households.
- Monitored the ongoing construction of the 58-unit HOME-funded rental development at 704 Main Street.

- Provided a \$3,000 Technical Assistance Program (TAP) grant to Falmouth for engineering studies on a town-owned parcel in Woods Hole.
- Provided technical comments to the Zoning Board of Appeals on one Chapter 40B development.
- Prepared a Request for Proposals and provided a feasibility analysis for proposed affordable housing developments.

### Geographic Information System (GIS) Program

- Installed Pictometry software and images in the town GIS director's office and the Assessing Department.



## Services to Towns • Fiscal Year 2005

### **Planning, Community Development, and Regulatory Programs**

- Continued to provide assistance with the Local Comprehensive Plan update; draft chapters are undergoing preliminary certification review by Cape Cod Commission staff.
- Provided technical assistance to the Falmouth Historic District Commission about the review of demolition proposals.
- Coordinated the Massachusetts Military Reservation Joint Land Use Study (see the “Program Highlights” section of this annual report).
- Began a Development of Regional Impact (DRI) review for the Fairway Pointe Condominium Trust/Ballymeade project.

### **Transportation Program**

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Assisted the town in obtaining construction funding for the extension of the Shining Sea bike path.
- Worked with the Town of Falmouth and MassHighway to expedite the Route 28/Ter Heun Drive roadway intersection improvement, which is being funded by Falmouth Hospital Development of Regional Impact (DRI).
- Performed traffic counts on 18 road segments and at two intersections, including portions of Barrows Road, Brick Kiln Road, Carriage Shop Road, Gifford Street, Jones Road, Locust Street, Old Barnstable Road, Sandwich Road, School Street, Shoreview Drive, Spring Bars Road, Ter Heun Drive, Thomas Landers Road, Water Street, Worcester Avenue, and Routes 28 and 151.

### **Waste Management Program**

- Assisted the town with its household hazardous waste collections.

### **Water Resources Program**

- Installed groundwater monitoring wells to assess water quality impacts related to the Woods Hole Oceanographic Institution’s Quissett Campus redevelopment DRI.
- Monitored groundwater levels in four US Geological Survey (USGS) observation wells in Falmouth each month.
- Coordinated water quality “snapshots” (sampling and analyses) of Cedar, Crocker, Dam, Fresh (Quahog), and Trout ponds.
- Coordinated coastal water quality studies and issued reports for Great, Green, and Bourne ponds and a portion of Waquoit Bay as part of the Massachusetts Estuaries Project.
- Provided assistance with wastewater management planning and assistance with groundwater modeling through Barnstable County’s USGS project to evaluate the effect of potential wastewater disposal sites.
- Published and pursued an outreach/education campaign about the wastewater management tools report (“Enhancing Wastewater Management on Cape Cod: Planning, Administrative, and Legal Tools”), which included a case study about wastewater permitting and management coordination between Falmouth town boards.
- Continued to participate in Massachusetts Military Reservation (MMR) water supply issues and on the MMR Impact Area Review Team about the clean-up of contaminants.



## **HARWICH**

### **Affordable Housing Program**

- Awarded \$120,000 of HOME and \$35,000 of Barnstable County Rental Housing Program funds to a seven-unit affordable rental housing development on Route 28 in Harwichport.
- Provided ongoing construction monitoring of the HOME-funded 13-unit rental housing development on Sisson Road.
- Provided technical comments to the Zoning Board of Appeals on one Chapter 40B development.

### **Geographic Information System (GIS) Program**

- Installed Pictometry software and images in the town GIS director’s office, the Planning Department, and the Police and Fire departments.

### **Planning, Community Development, and Regulatory Programs**

- Approved with conditions Development of Regional Impact (DRI) applications for the Sprint Spectrum L.P. (Harwichport Golf Course) and W.J.G. Realty Trust (Stop & Shop plaza) projects.
- Began a review of the now-withdrawn Crowell Construction DRI proposal.

### **Transportation Program**

- Coordinated a regional traffic congestion and safety study of a portion of Route 28.
- Participated in an East Harwich planning forum.
- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).

- Worked with the Massachusetts Department of Environmental Management to identify sources of funds for reconstruction of portions of the Cape Cod Rail Trail.
- Performed traffic counts on 17 road segments and at five intersections, including portions of Depot Road, Oak Street, Old Queen Anne Road, Queen Anne Road, and Routes 6, 39, 124, and 137.
- Provided assistance to the Harwich Police Department with traffic safety and congestion questions.

#### **Water Resources Program**

- Conducted a review of water quality of Flax Pond and wrote a report for the Harwich Board of Health.

- Coordinated water quality “snapshots” (sampling and analyses) of Andrews, Aunt Edies, Bucks, Cornelius, Flax, Hawksnest, Hinckleys, John Josephs, Robbins, Sand, Skinequit, Walkers, and White ponds.
- Provided support for the Long Pond Management Plan and restoration efforts.
- Monitored groundwater levels in two US Geological Survey (USGS) observation wells in Harwich each month.
- Provided technical assistance with groundwater modeling through Barnstable County’s USGS project to evaluate the effect of potential wastewater disposal sites.



## **MASHPEE**

#### **Affordable Housing Program**

- Provided three HOME down payment and one Soft Second Program loans to Mashpee households.
- Prepared a Request for Proposals and provided ongoing technical assistance for a proposed affordable housing development by the Mashpee Housing Authority.

#### **Geographic Information System (GIS) Program**

- Installed Pictometry software and images in the town GIS director's office and the Planning Department.

#### **Planning, Community Development, and Regulatory Programs**

- Provided planning support, technical assistance, and GIS maps to aid the town's consideration of a potential District of Critical Planning Concern (DCPC).
- Coordinated the Massachusetts Military Reservation Joint Land Use Study (see the “Program Highlights” section of this annual report).
- Approved with conditions a Development of Regional Impact (DRI) application for the 532 Main Street Clear Cut project; approved with conditions a DRI Major Modification for the SouthCape Village/Phase II project; and approved a DRI settlement agreement for the New Seabury Development project.
- Continued to review other DRI proposals, including the Augat Self Storage Bays, Holland Mills Well and Pumping Station, Mashpee Commons, Mashpee Place, and Mashpee Watershed Plan proposals. Also reviewed the now-withdrawn Kirsner Subdivision Plan and Shaw's Supermarket proposals.

#### **Transportation Program**

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).

- Performed traffic counts on 12 road segments and at two intersections, including portions of Ashers Path, Donna's Lane, Great Neck Road South, Old Barnstable/Falmouth Road, Orchard Road, Pimlico Pond Road, Quinaquisset Avenue, Red Brook Road, Shellback Way, and Routes 28 and 151.

#### **Water Resources Program**

- Coordinated water quality “snapshots” (sampling and analyses) of Ashumet, Johns, Mashpee, Moody, Santuit, and Wakeby ponds.
- Monitored groundwater levels in three US Geological Survey (USGS) observation wells in Mashpee each month.
- Provided assistance with wastewater management planning, technical assistance with groundwater modeling through Barnstable County's USGS project to evaluate the effect of potential wastewater disposal sites, and support for the county-funded \$33,000 sewer-collection system model.
- Published and pursued an outreach/education campaign about the wastewater management tools report (“Enhancing Wastewater Management on Cape Cod: Planning, Administrative, and Legal Tools”), which included a case study about the potential public use of private wastewater disposal facilities in Mashpee.
- Coordinated coastal water quality studies and issued a report for Popponesset Bay, Quashnet River, and a portion of Waquoit Bay as part of the Massachusetts Estuaries Project.
- Continued to participate in Massachusetts Military Reservation (MMR) water supply issues and on the MMR Impact Area Review Team about the clean-up of contaminants.





## ORLEANS

### Affordable Housing Program

- Provided three HOME down payment and one Soft Second Program loans to Orleans households.
- Monitored the completion of construction of the HOME-funded three-unit ownership development on Finlay Road.
- Provided a feasibility analysis for a proposed affordable housing development.

### Geographic Information System (GIS) Program

- Installed Pictometry software and images in the information technology director's office and the Planning Department, and provided Pictometry training and technical support to town planning staff.
- Provided GIS data to a private consultant hired by the town for wastewater studies.

### Planning, Community Development, and Regulatory Programs

- Provided assistance to the town planner on noise regulations and sign illumination.
- Continued to review a Development of Regional Impact (DRI) application for the Shaw's Supermarket project.

### Transportation Program

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Coordinated community meetings and local workshops about transit and the newly proposed Flex transit service.
- Continued to assist the town in the advancement of plans for intersection improvements at Route 6A, West Road, and Eldredge Park Way.
- Assisted the town with the advancement of plans to realign Route 28 at Finlay Road.
- Performed traffic counts on 15 road segments and at two intersections, including portions of Beach Road,

Brewster Cross Road, Eldredge Park Way, Finlay Road, Lots Hollow Road, Main Street, Monument Road, Old Colony Way, West Road, and Routes 6A, 28, and 39.

### Waste Management Program

- Assisted the town with its household hazardous waste collections.

### Water Resources Program

- Coordinated water quality "snapshots" (sampling and analyses) of Bakers, Boland, Cedar, Chigger, Critchetts (Duck), Crystal, Deep, Gould, Ice House, Kettle, Meadow Bog, Pilgrim, Ruebens, Sarahs, Shoal, Twinings, Uncle Seths, Uncle Harveys, Uncle Israels, and Wash ponds.
- Provided technical assistance with interpretation of pond bathymetry data.
- Monitored groundwater levels in three US Geological Survey (USGS) observation wells in Orleans each month.
- Provided assistance with wastewater management planning.
- Reviewed a draft report on the USGS Groundwater Modeling Project and provided technical assistance with groundwater modeling through Barnstable County's USGS project to evaluate the effect of potential wastewater disposal sites.
- Continued to provide support for a Barnstable County-funded \$50,000 evaluation of the Tri-Town District septage disposal facility.
- Published and pursued an outreach/education campaign about the wastewater management tools report ("Enhancing Wastewater Management on Cape Cod: Planning, Administrative, and Legal Tools"), which included a case study about preparing build-out projections to estimate future wastewater flows in Orleans.



## PROVINCETOWN

### Affordable Housing Program

- Provided ongoing construction monitoring of the HOME-funded 36-unit ownership development on Meadow Road.
- Provided technical comments on incentive and other affordable housing bylaws.

### Geographic Information System (GIS) Program

- Installed Pictometry software and images in the information technology director's office and the Department of Public Works.
- Provided reprints of two maps and created an historic features map.
- Provided aerial photos for use in the town pier grant application.



**Planning, Community Development, and Regulatory Programs**

- Continued to provide support for the Local Comprehensive Plan implementation grant.
- Continued to provide assistance with town zoning bylaw revisions.

**Transportation Program**

- Coordinated community meetings and local workshops about transit and the newly proposed Flex transit service.
- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Performed a preliminary evaluation of traffic safety issues at the intersection of Howland Road and Bradford Street.

- Performed traffic counts on three road segments, including portions of Commercial Street, Howland Road, and Province Lands Road.

**Water Resources Program**

- Reviewed a draft report on the US Geological Survey (USGS) Groundwater Modeling Project.
- Coordinated water quality “snapshots” (sampling and analyses) of Beech (Black), Clapps, Duck, and Great ponds.
- Monitored groundwater levels in one USGS observation well in Provincetown each month.
- Provided technical assistance with the development of potential water supply sites in Truro.



**SANDWICH**

**Affordable Housing Program**

- Monitored the completion of construction of the 12 affordable ownership units at Woodside Village.
- Awarded \$120,000 in HOME funds to a 16-unit ownership development that will include eight affordable units off Osprey lane.
- Provided 11 HOME down payment, one HOME homeowner rehab, and nine Soft Second Program loans to Sandwich households.
- Provided technical comments to the Zoning Board of Appeals on two Chapter 40B developments.
- Monitored implementation of the Sandwich housing purchase program by the Housing Assistance Corporation that was made possible by the \$1.25 million mitigation payment from the Norse Pines Development of Regional Impact.
- Provided a project feasibility analysis of a prospective housing development.

**Geographic Information System (GIS) Program**

- Provided an update of the town zoning map, three versions of the zoning map, an open space/recreation map, a Chapter 61A properties map, and a Chapter 40B affordable housing properties map.

**Planning, Community Development, and Regulatory Programs**

- Provided technical assistance on site design issues in South Sandwich.
- Continued to provide support for the Local Comprehensive Plan implementation grant.
- Coordinated the Massachusetts Military Reservation

Joint Land Use Study (see the “Program Highlights” section of this annual report).

- Approved with conditions a Development of Regional Impact (DRI) Major Modification for the Mirant/Canal Station Power Plant project; approved a DRI Exemption for the Fleet Property Marshview Circle project; and approved with conditions a DRI Hardship Exemption for the Lookout Ridge Definitive Subdivision Plan and Cluster Special Permit project.
- Continued to review other DRI proposals, including the Bayview Farm Estates, Olde Harbor Estates, Riverview School, Sandwich Beach Nourishment and Dredging, Shaw’s Supermarket, and Town of Sandwich/P.A. Landers proposals.

**Transportation Program**

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Provided assistance in the advancement of intersection improvements at Route 130/ Water Street/Main Street (Town Hall Square).
- Performed traffic counts on 16 road segments, including portions of Boardley Road, Cotuit Road, Main Street, Old County Lane, Quaker Meetinghouse Road, Race Lane, West Meetinghouse Road, and Routes 6, 6A, and 130.

**Water Resources Program**

- Coordinated water quality “snapshots” (sampling and analyses) of Lawrence, Peters, Pimlico, Snake, Spectacle, and Triangle ponds.



## Services to Towns • Fiscal Year 2005

- Monitored groundwater levels in six US Geological Survey (USGS) observation wells in Sandwich each month.
- Coordinated coastal water quality studies and issued a report for Popponesset Bay as part of the Massachusetts Estuaries Project.

- Continued to participate in Massachusetts Military Reservation (MMR) water supply issues and on the MMR Impact Area Review Team about the clean-up of contaminants.



### TRURO

#### Affordable Housing Program

- Awarded a \$3,000 Technical Assistance Program (TAP) grant to the Truro Housing Authority for engineering work on a town-owned site.
- Provided a Request for Proposals for an affordable housing development proposed by the Truro Housing Authority.

#### Geographic Information System (GIS) Program

- Installed Pictometry software and images in the information technology director's office.
- Provided six maps to be incorporated into the Truro Local Comprehensive Plan.
- Created an historic features map.

#### Planning, Community Development, and Regulatory Programs

- Provided technical assistance with the update to the Truro Local Comprehensive Plan.
- Provided technical assistance on a new town bylaw for exterior lighting design.
- Began a Development of Regional Impact (DRI) review of an application for the now-withdrawn Karl Nurse Communications proposal.

#### Transportation Program

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program.
- Provided a technical review, requested by the Truro Planning Board, of the potential traffic impacts of a proposed residential subdivision.
- Coordinated community meetings and local workshops about transit and the newly proposed Flex transit service.
- Performed traffic counts on five road segments, including portions of Castle Road, Old County Road, South Highland Road, and Routes 6 and 6A.

#### Water Resources Program

- Coordinated water quality "snapshots" (sampling and analyses) of Great, Round, Slough, and Snow ponds.
- Monitored groundwater levels in six US Geological Survey (USGS) observation wells in Truro each month.
- Reviewed a draft report on the USGS Groundwater Modeling Project.
- Provided technical assistance with the development of potential water supply sites in Truro.



### WELLFLEET

#### Geographic Information System (GIS) Program

- Installed Pictometry software and images in the police chief's office.
- Provided several custom-made maps to town officials, including two harbor management maps, a wind suitability map, and maps of zoning district variations, open space, conservation restriction locations, Land Bank purchases, and elderly population density.

#### Natural Resources and Land Protection Program

- Wrote letters of support for the town's Self Help grant applications to the state.

#### Planning, Community Development, and Regulatory Programs

- Continued to provide support for the Local Comprehensive Plan implementation grant.
- Approved with conditions a Development of Regional Impact (DRI) Hardship Exemption/Project of Community Benefit application for the Wellfleet Harbor Actors Theater project.
- Continued to review a DRI proposal for the Wellfleet Wastewater Treatment Facility.

#### **Transportation Program**

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Coordinated community meetings and local workshops about transit and the newly proposed Flex transit service.
- Performed traffic counts on seven road segments, including portions of Cahoon Hollow Road, Gross Hill Road, LeCount Hollow Road, Lieutenant Island Road, Main Street, and Route 6.

#### **Water Resources Program**

- Coordinated water quality “snapshots” (sampling and analyses) of Duck, Great, Gull, Herring, Higgins, Horseleech, Kinnacum, Northeast, Southeast, Spectacle, Turtle, and Williams ponds.
- Monitored groundwater levels in four US Geological Survey (USGS) observation wells in Wellfleet each month.
- Reviewed a draft report on the USGS Groundwater Modeling Project.



### **YARMOUTH**

---

#### **Geographic Information System (GIS) Program**

- Provided training for town staff on the use of Pictometry software.

#### **Planning, Community Development, and Regulatory Programs**

- Provided technical assistance to the Yarmouth New Church Preservation Foundation to develop a grant application for state preservation funds.
- Continued to provide support for the Local Comprehensive Plan implementation grant and technical comments on the Local Comprehensive Plan.
- Approved with conditions the Development of Regional Impact (DRI) application for the Cape Cod Hospital Patient Bed Addition project.
- Continued to review a DRI proposal for the Cape Wind Project.

#### **Transportation Program**

- Provided assistance in obtaining state and federal funds for transportation projects through the Transportation Improvement Program (TIP).
- Continued to provide technical assistance with the Packets Landing redevelopment project.
- Coordinated a regional traffic congestion and safety study of a portion of Route 28.
- Performed traffic counts on 18 road segments and at four intersections, including portions of Abells Road,

Buck Island Road, Higgins Crowell Road, Highbank Road (Bridge), North Main Street, Old Church Street, Railroad Avenue, Regional Avenue, Seaview Avenue, Setucket Road, South Shore Drive, South Street, Station Avenue, Strawberry Lane, Town Brook Road, Union Street, Willow Street, and Routes 6, 6A, and 28.

#### **Waste Management Program**

- Assisted the town with its household hazardous waste collections.

#### **Water Resources Program**

- Coordinated water quality “snapshots” (sampling and analyses) of Big Sandy Pond, Dennis, Flax, Greenough, Horse, Little Sandy, Long, and Tom Mathews ponds.
- Monitored groundwater levels in six US Geological Survey (USGS) observation wells in Yarmouth each month.
- Provided assistance with wastewater management planning and provided technical assistance with groundwater modeling through Barnstable County’s USGS project to evaluate the effect of potential wastewater disposal sites.
- Continued to provide support for a Barnstable County-funded \$50,000 study of wastewater treatment technologies.



# Financial Information

## Cape Cod Environmental Protection Fund (CCEPF)

---

For the period July 1, 2004 through June 30, 2005

### Cash Basis

#### Revenue

Federal .....	\$395,190.26
State .....	\$67,677.44
Local Assessment .....	\$2,489,664.00
Regulatory Fees .....	\$161,521.45
Miscellaneous Fees/Other .....	\$54,957.38
County .....	\$223,520.00
	<b>\$3,392,530.53</b>

#### Expenses

Planning/Community Development .....	\$868,245.10
Regulatory .....	\$1,277,276.60
Technical Services (GIS, Transportation, Water Resources) .....	\$587,069.73
Grant Programs .....	\$602,613.26
	<b>\$3,335,204.69</b>

#### Fund Balance

Previous Fund Balance .....	\$961,929.35
Revenue Over (Under) Expenses .....	\$57,325.84
<b>Ending FY05 Fund Balance .....</b>	<b>\$1,019,255.19</b>

• Restricted for FY05 Encumbrances .....	\$147,804.57
• Restricted for FY06 Appropriations .....	\$114,445.00
• Restricted for Legal Expenses .....	\$400,000.00
• Restricted for Grants .....	\$123,953.44
• Restricted for Unfunded Workers Compensation Liability .....	\$13,000.00
• Unrestricted CCEPF Balance .....	\$220,052.18
	<b>\$1,019,255.19</b>

# Cape Cod Commission Staff Fiscal Year 2005

*Margo Fenn, Executive Director*

*John Lipman, Chief Planner/Deputy Director*



*Margo Fenn*



*John Lipman*

## **Administration**

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

Keri Cahoon, Executive Assistant

Gail Hanley (until 7/22/04), Department Assistant III

Carolle White, Department Assistant III

Joan McCarty, Department Assistant III

Margaret Callanan (until 12/10/04), then Jessica  
Wielgus (2/22/05), Staff Attorney

Kathie Harvey (until 7/16/04), then Gail Hanley  
(7/22/04), Commission Clerk

Nancy Hossfeld, Communications Coordinator

John Morse, Information Technology Specialist

## **Affordable Housing Program**

Paul Ruchinskis, Affordable Housing Specialist

Laura Shufelt (until 2/4/05), Housing Development  
Specialist

Arden Cadrin, Department Assistant III (part time)

## **Economic Development Program**

Leslie Richardson, Economic Development Officer

Marilyn Fifield, Research Analyst (part time)

## **Geographic Information System (GIS) Program**

Gary Prahm, Systems Manager (part time)

Jennifer Kachajian, GIS Analyst

Ben Smith, GIS Analyst

## **Marine Resources Program**

Steve Tucker, Marine Resources Specialist

## **Natural Resources and Land Protection Program**

Heather McElroy, Natural Resources/Land Protection  
Specialist

## **Planning, Community Development, and Regulatory Programs**

Dorr Fox, Chief Regulatory Officer

Sharon Rooney, Senior Regulatory Planner

Andrea Adams, Planner II

Phil Dascombe, Planner II

Martha Hevenor, Planner II

Stacey Justus, Planner II

Sarah Korjeff, Planner II (part time)

Greg Smith, Planner II

Martha Twombly, Planner II

Tana Watt, Planner II

## **Transportation Program**

Bob Mumford, Program Manager

Lev Malakhoff, Senior Transportation Engineer

Glenn Cannon, Transportation Engineer P.E.

Clay Schofield, Transportation Engineer P.E.

Tim Boesch, Transportation Engineer

Priscilla Leclerc, Senior Transportation Planner

Melissa Mills (until 9/8/04), then David Aron  
(6/6/05), Transportation Analyst

## **Water Resources Program**

Tom Cambareri, Program Manager

Ed Eichner, Water Resources Scientist

Gabrielle Belfit, Hydrologist

Scott Michaud, Hydrologist

Donna McCaffery, Project Assistant (part time)

Brian DuPont (until 10/1/04), then Vanessa Puchi  
(until 4/22/05), GIS Analyst (grant funded)





**Cape Cod Commission**  
**3225 Main Street, P.O. Box 226**  
**Barnstable, MA 02630-0226**

PRST STD  
US POSTAGE PAID  
S. YARMOUTH, MA  
02664  
PERMIT 30