***Memorandum***

**From**: Planning & Community Development Staff

**To**: The Planning Board

**RE**: Case PB 2023-32 – 351 Pleasant Lake Av. – Site Plan Special Permit

**Date**: October 17, 2023; **Hearing Date**: October 24, 2023

**Applicants**: Cape Cod Regional Technical High School District AND Cape Cod Young Men’s Christian Association, Inc.

**Applicants’ Representative**: Attorney Marian S. Rose

**Land Owner**: Cape Cod Regional Tech School

**Land Owner’s Address:** 351 Pleasant Lake Av., Harwich, MA 02645

**Location**: 351 Pleasant Lake Av., Harwich, MA 02645, Assessor’s Map 82, Lot A-1

**Zoning District:** Residential Low Density (RL)

**Book:**  1577, **Page:** 292

**Development Type:** Redevelopment

**Lot Area:** 67 Acres

**Project Description:** Applicant, Cape Cod YMCA, Inc. along with the Cape Cod Regional Technical High School is seeking a Site Plan Review Special Permit to re-use and redevelop a portion of the Cape Cod Technical High School (CCTHS) commonly known as the “Gilmore House” which it has leased from the CCTHS in order to re-purpose the structure as an early childhood education and childcare center.

**Applicable Laws & Regulations:** This Site PlanSpecial Permit is pursuant to Sections 325-51 and 325-55 of the Code of the Town of Harwich.

**Project Review Process:** On 9/26/23 the Applicants’ representative submitted the Site Plan Special Permit application to the Planning Office and the Town Clerk. The public hearing notice was advertised in the Cape Cod Chronicle on October 5, 2023 and October 12, 2023. Copies of the application package were sent to the following Departments inviting them to comment on the project: Health, Water, Fire, Conservation, Public Works, and Police Departments. A duly advertised public hearing will be held on 10/24/2023.

**Application and Hearing Documents Include:**

1. Form A and Project Narrative;
2. Site Plan Set with Zoning Compliance Table by Coastal Engineering Co. dated **8/22/23,** Pages G-001,G-002, Ex-1.1, CE101, CM101, CG101, C501 and C502;
3. Plan Set by BSC Group dated **9/2/22,** pages L-3.0, L-4.0, L-5.0, L-5.1 and L-5.2;
4. Building Floor Plan and Elevation Set by SV Design dated **7/21/23**, pages A0.02, A0.03, A0.04, A0.05, A1.00, A1.01, A1.02, A2.00, A1.10, A3.00A6.03, A6.03a, A6.04 and A6.05;
5. Abutter Application;
6. Application Fee.

**Recommended Findings**

1. One of the Applicants is the property owner, Cape Cod Regional Technical High School District (CCRTHS) **and** the other is the lessee, Cape Cod YMCA, Inc. (CCYMCA).
2. The address of the subject property is 351 Pleasant Lake Av., Harwich, MA (Map 82 Parcel A1) and is approximately 67 acres located within the RL Zoning District.
3. The specific building on the property, known as the “Gilmore House” has been leased in the past from CCRTHS by the CCYMCA for early childhood education purposes.
4. The CCYMCA proposes to alter the interior of the Gilmore House to meet state standards for childcare and early childhood education and to minimally alter the exterior with an accessible ramp, new exit doors, expanded staircase and lighting. Parking will be enhanced and a fenced playground will be built.
5. The Applicants have applied to the Planning Board for site plan special permit approval pursuant to Section 325-55 of the Harwich Zoning Bylaw.
6. The site plan special permit application was filed with the Town on September 26, 2023.
7. Subject to the conditions of approval stated herein, the application and site plan, as modified, conform to Sections 325-55 of the Harwich Code.
8. The Planning Board will hold a public hearing on the application October 24, 2023.

**Recommended Motions** Approval requires the affirmative super-majority vote (5 votes).

* Close the public hearing;
* Adopt the recommended Findings and Conditions; and
* Grant, with Conditions, Site Plan Special Permit approvalfor 351 Pleasant Lake Av for the stated redevelopment of the Gilmore House.

**Recommended Conditions of Approval**

* The proposed re-development shall be in accordance with the site plan referenced in the application materials above.
* This decision shall run with the property.
* This decision shall not be effective until it is recorded with the Barnstable Registry of Deeds.
* Changes to the site not authorized under this decision may require further Planning Board review and modification to this decision.
* The applicant shall conform to the inspection, certification and as-built plan requirements outlined pursuant to the Code of the Town of Harwich.