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O. B. PLANNING BOARD



APPLICATION FOR SITE PLAN REVIEW BEFORE THE OAK BLUFFS PLANNING BOARD

(Section 10.4 of the Oak Bluffs Zoning By-laws)

Date: 10-2-18

Applicant's Name Ryan Bushey, South Mountain Company

Applicant's Mailing Address P.O. Box 1260, W. Tisbury, MA 02575

Applicant's Telephone 508-693-4850

Applicant's E-mail rbushey@southmountain.com

Owner's Name Martha's Vineyard Community Services, Julie Fay, (Exec. Dir.)

Owner's Mailing Address 111 Edgartown Rd., Vineyard Haven, MA

Owner's Telephone 508-693-7900

Owner's E-mail jfay@mvcommunityservices.com

Applicant is (circle one): owner agent tenant licensee prospective purchaser other

Location of Property:

Address 111 Edgartown - Vineyard Haven Road

Map/Parcel 50-29 Zoning District B3

Overlay Districts/DCPCs Island Roads District

Description of Project: (you may attach additional sheets if needed)

see attached

Additional Review Required: (i.e. Development of Regional Impact from the MVC, Special Permit, Variance, etc.)

DRI from MVC, Special Permit from ZBA, Wastewater, Board of Health, Water Department

Minor Site Plan:

A minor site plan is defined in 10.4.7 as applications for permits to build, alter or expand any non-residential building, structure or use in any district where such construction will exceed a total gross floor area of 500 square feet but not exceed a total gross floor area of 2000 square feet, or will not generate the need for more than 10 parking spaces.

Does this project qualify as a minor site plan?(circle one) Y / **N**

Site Plan Review Trigger(s):

- Construction, exterior alteration or exterior expansion of, or change of use within, a municipal, institutional, commercial, industrial or multi-family structure involving more than 500 square feet.
- Construction or expansion of a parking lot for a municipal, institutional, commercial, industrial, or multi-family structure or purpose.
- Grading or clearing more than ten percent of a lot, or 5,000 square feet, whichever is smaller, except for the following: landscaping on a lot with an existing structure or a proposed single or two family dwelling; clearing necessary for percolation and other site tests, work incidental to agricultural activity, work in conjunction with an approved subdivision plan, or work pursuant to an earth removal permit.
- Other (i.e. DCPC requirement, etc.) _____

Payment:

- Check to The Town of Oak Bluffs for \$275

Distribution of Submission: (see Oak Bluffs Zoning By-Law section 10.4 for complete description of requirements)

- Five Copies of the Site Plan delivered to the Planning Board
- Digital Copy of Site Plan e-mailed to planningboard@oakbluffsmma.gov (Assistant will distribute)

OR

- Eight Copies of the Site Plan HAVE BEEN DISTRIBUTED BY APPLICANT to:

DEPARTMENT	INITIALS
<input type="checkbox"/> Wastewater	_____
<input type="checkbox"/> Water District	_____
<input type="checkbox"/> Board of Health	_____
<input type="checkbox"/> Highway Department	_____
<input type="checkbox"/> Police Chief	_____
<input type="checkbox"/> Fire Chief	_____
<input type="checkbox"/> Building Commissioner	_____
<input type="checkbox"/> Conservation Commission	_____

Note our set also includes:

L-2 = Site Plan - Existing / Zoning
L-7 = Landscape - Paving + Circulation
MB1 = Main Building Conceptual Design

Contents of Plan:

- Sheet #
- Five separate plans, 24"x36", minimum scale 1"=20' (1"=80' if minor site plan), prepared by a Registered Professional Engineer, Registered Land Surveyor, Architect, or Landscape Architect as appropriate.
 - L-3 Site Layout containing boundaries of the lot(s) in proposed development, proposed structures, drives, parking, fences, walls, walks, outdoor lighting, loading facilities, and areas for snow storage after plowing. First page includes:
 - L-1 locus plan at 1"=100' showing 1000 feet from project
 - L-4 Topography and drainage plan showing existing and proposed final topography at two-foot intervals and plans for handling storm water drainage (If Minor Site Plan then topographical plan may depict topographical contours at intervals available on maps provided by the USGS)
 - L-5 Utility and landscaping plan showing:
 - all facilities for refuse and sewerage disposal or storage of all wastes
 - the location of all hydrants, fire alarm and firefighting facilities on and adjacent to the site
 - all proposed recreational facilities and open space areas
 - all wetlands including flood plain areas (N/A)
 - ECC 1 Architectural Plan including:
 - Ground Floor Plan
 - Architectural Elevations of all proposed buildings
 - Color Rendering
 - L-6 Landscaping plan showing:
 - Limits of work
 - Existing tree lines
 - All proposed landscape features and improvements including:
 - Screening
 - Planting areas with size and type of stock for each shrub or tree
 - Proposed erosion control measures
 - Memo Written Statement indicating:
 - Estimated time required to complete proposed project and any phases
 - Detailed estimate of costs of all planned site improvements
 - Memo Written Summary of contemplated projects indicating, where appropriate:
 - Number of dwelling units to be built
 - Acreage in residential use
 - Evidence of compliance with parking and off-street loading requirements
 - Forms of ownership contemplated for the property
 - Summary of the provisions of any ownership or maintenance
 - Identification of all land that will become common or public land

- Other evidence necessary to indicate compliance with Oak Bluffs Zoning By-law
 - Drainage Calculations by a Registered Professional Engineer
 - Drainage Design conforms with Town's Subdivision Regulations
 - Additional narrative assessments (as may be required by Planning Board) of on site and off site impacts of the proposed project on:
 - Traffic
 - Drainage
 - Noise
 - Other environmental factors
- Memo* } to be submitted under separate cover
- Memo* Certification that the proposal is fully compliant with the provisions, if applicable, of the Americans with Disabilities Act and the Massachusetts Architectural Barriers Board

Waiver of Technical Compliance Written Request

The Planning Board may, at their discretion, waive any of the technical requirements of Section 10.4.5 where the project involves relatively simple development plans or constitutes a minor site plan. Please Note, if the Board refuses a waiver request, the application may be denied or approval delayed by a minimum of two weeks.

Written Request for Waiver may be attached to this application or provided below:

Additional Comments for Planning Board:

Authorization:

- Applicant is owner OR Letter from owner giving applicant authority to apply for site plan review and act on their behalf

I hereby request a site plan review as described above:

Signed *[Signature]*
 Title Project Architect
 Date 10/4/18

To: Oak Bluffs Planning Board
From: John Abrams and Ryan Bushey, South Mountain Company
Date: 10/4/18
Re: Martha's Vineyard Community Services Master Plan and Phase One

Introduction:

South Mountain Company is applying to the Oak Bluffs Planning Board on behalf of Martha's Vineyard Community Services (MVCS) for a Site Plan Review. MVCS is a sixty-year-old non-profit organization that serves the island's significant social needs in exemplary ways, meeting the comprehensive needs of over 6,000 islanders annually through programs that provide accessible education and health and human services.

The organization has outgrown (and outlasted!) its antiquated, crowded, sub-par physical facility. New facilities designed for modern, 21st century care will position the organization to meet the most critical needs of the community for generations to come.

Toward this goal, during the past year MVCS has:

- Engaged in a rigorous programming exercise to determine current and future needs (see Attachment A).
- Acquired a commitment of 1.9 acres of land from the Martha's Vineyard Regional High School to add to its existing 3.0 acre leasehold.
- Agreed to pragmatic design guidelines that will determine the health, comfort, safety, durability, energy efficiency, and beauty of the new spaces.
- Worked with SMC, civil engineers, and landscape architects to design a Master Plan that accommodates a wide variety of programs and needs on a constrained site while minimizing impact on neighbors and the island.
- Developed a phasing plan that will allow a campus re-build with minimal disruption to operations (see Attachment B).
- Begun a capital campaign to fund the new campus with some significant financial commitments.

The proposed work is comprised of the three following phases:

- 1) Construction of a new Early Childhood Center (ECC) on an adjacent parcel of land.
Start Date: May 27, 2019 Occupancy: June 19, 2020
New Building Area: 10,000 gross sq. ft. Preliminary Estimate: \$7.1M
- 2) Move existing ECC program to the new building. Move existing Administration to temporary work trailers. Demo existing ECC and Admin buildings. Build a new MVCS Main Building and related site work. Move Administration and existing Island Counseling Center (ICC) programs into new Main Building.
Start Date: June 19, 2020 Occupancy: August 15, 2021
New Building Area: Approx. 17,500 gross sq. ft. Preliminary Estimate: \$11.4M
- 3) Demo existing ICC building. Build landscape.
Start Date: August 15, 2021 Project Complete: February 1, 2022
Preliminary Estimate: \$400,000

Points specific to the Planning Board Checklist:

- Number of dwelling units/residential acreage: There is not a residential component to the project.
- Compliance with parking and off-street loading: SMC and MVCS studied current and future parking needs and both pedestrian and vehicular circulation in detail. The design will be vetted by the Martha's Vineyard Commission.
- Forms of ownership/summary of provisions of ownership and maintenance: MVRHS was authorized to enter their current 3 acre 99-year lease with MVCS by an Act of MA Legislature (Chapter 42, Section 2) on 5/5/87. The additional 1.9 acres were approved by the School Board on 5/1/17 and are pending legislative approval. Site and building maintenance is the responsibility of MVCS. Maintenance of Village Road is shared between MVCS and Island Elderly Housing as stipulated in a recorded agreement.
- Identification of all land that will become common or public land: MVCS's mission is to serve the island community. While the land will remain privately leased, the grounds (with the exception of the ECC playgrounds) will continue to be available to the public during business hours.
- Compliance with Oak Bluffs Zoning By-laws: As an expansion of an educational use in a residential district, the project will require a special permit and review of compliance by the ZBA.

Drainage calculations and conformance with Town's Subdivision Regulations: To be submitted under separate cover.

Descriptions of on-site and off-site impacts of the project:

Project-wide, SMC and its consultants have worked diligently to minimize the impact of the project on the site, the neighborhood, and the island. We have reviewed and incorporated strategies from the MVC's 3/8/17 "Study of the High School Area and Edgartown-Vineyard Haven Road Corridor", Mass Audubon's "Low Impact Strategies", and the MVC's "Site Design and Landscape Policy for DRI Review". In addition, a primary design objective is for the campus to be Net Zero Energy possible by pairing high performance, electrically heated and cooled buildings with renewable energy sources.

Traffic: Preliminary review of existing and proposed occupancy and parking by Mike Mauro, MVC Transportation Program Manager, indicated parking was adequate and a traffic study would not be necessary. MVC will make a determination at the DRI review.

Drainage: Richard Johnson, Landscape Architect for the project, has designed a drainage system that ensures all storm water will be handled on-site. The primary strategy is use of a series of rain gardens that gather runoff from building roofs and the site. Catch basins and drywells are included as a second layer of redundancy in the event the gardens exceed capacity.

Noise: The site abuts the MV YMCA to the east and the MV Regional High School to the south. Island Elderly Housing is the nearest abutter to the north. The closest building there is 500' away. Single family homes in School House Village are the nearest abutters to the west. The closest home there is 500' away. Existing noise levels will not increase noticeably beyond existing conditions.

Other Environmental Factors:

- Water - The property is currently served by town water. The Water Department engineers confirmed the proposed project could be served with current capacity. Building plumbing design and landscape design will utilize low-water use strategies such as low-flow toilets and faucets, minimal irrigation, and drought tolerant plantings.
- Septic design - The project is the Lagoon Pond watershed. The existing campus is on town sewer. Due to Oak Bluffs Wastewater facility being at capacity, an on-site system will be built to serve the new ECC building until capacity is available. The on-site system will denitrify effluent to levels below the MVC's recently updated and rigorous standards.

- Exterior lighting – Exterior lighting is an important safety component for the population served by MVCS but the design is rooted in the MVC's guidelines that recommend minimizing fixtures, wattage, height, and visibility. Lights will be on the minimum amount of time compatible with providing needed safety and convenience of users.

Certification that the proposal is fully compliant with provisions of the Americans with Disabilities Act and the MA Architectural Barriers Board:

Given that a significant percentage of the population served by MVCS has physical and mental disabilities, SMC is working closely with two professional code consultants and with MVCS's Disability Services program director to go beyond compliance and ensure a fully welcoming and accessible campus. Construction documents and as-built conditions must be reviewed and approved by the building inspector before occupancy.

Conclusion:

Our fundamental challenge is to accommodate MVCS's current needs and future goals with a design that minimizes impact on the site, addresses significant current site issues, and aligns with MVCS's budget. We see this project as an opportunity to demonstrate that rigorous, sensitive design not only avoids or minimizes negative impacts on the environment, but also enhances the lives of those who experience it. We look forward to working with you and learning how we might improve the design in ways that further our shared mission of a thoughtfully designed project.

Attachment A

SPACE NEEDS SUMMARY	Existing SF	Proposed SF	Increase
EARLY CHILDHOOD CENTER (ECC)	3,514	4,855	1,341
HEAD START	413	500	87
EARLY CHILDHOOD SUPPORT SPACES	1,924	3,000	1,076
SUBTOTAL (NET SF):	5,851	8,355	2,504
STRUCTURE AND CIRCULATION	716	1,671	955
TOTAL EARLY CHILDHOOD GROSS SF:	6,567	10,026	3,459
ADMINISTRATION AND DEVELOPMENT	1,156	1,640	484
ADMIN/DEVELOPMENT SUPPORT SPACES	1,128	2,380	1,252
SUBTOTAL (NET SF):	2,284	4,020	1,736
STRUCTURE AND CIRCULATION	859	1,005	146
TOTAL ADMIN/DEVELOPMENT GROSS SF:	3,143	5,025	1,882
DISABILITY SERVICES (DS)	392	1,240	848
ISLAND COUNSELING CENTER (ICC)	3,390	5,300	1,910
ICC/DS SUPPORT SPACES	1,356	3,130	1,774
SUBTOTAL (NET SF):	5,138	9,670	4,532
STRUCTURE AND CIRCULATION	2,030	2,418	388
TOTAL DISABILITY SERVICES/ICC GROSS SF:	7,168	12,088	4,920
DAYBREAK CLUBHOUSE	960	1,200	240
STRUCTURE AND CIRCULATION	240	300	60
TOTAL DAYBREAK GROSS SF:	1,200	1,500	300
ISLAND WIDE YOUTH COLLABORATIVE (IWYC) BLDG.	2,400	2,400	0
TOTAL GROSS SF:	20,478	31,039	10,561

= 52% increase

Gross Area in 1999 Study = 29,500

Gross Area in 2015 Study = 25,469

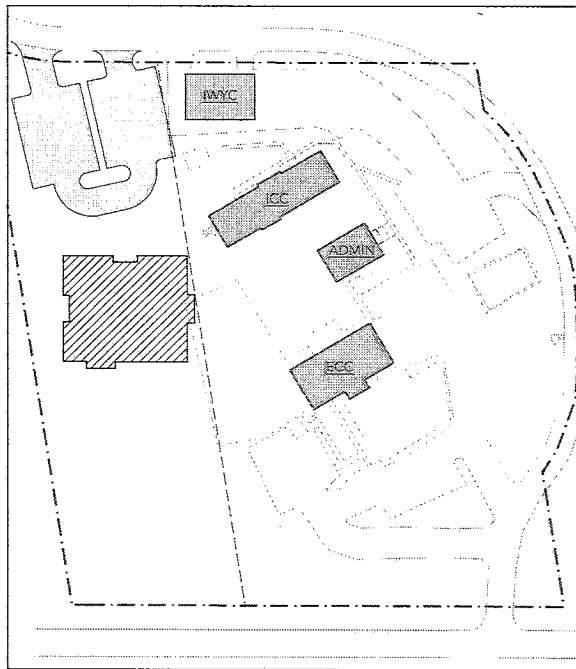
Proposed Staff On-campus	
Full Time	Part Time
15	0
5	2
0	0
20	2
10	2
0	0
10	2
6	0
40	26
0	0
46	26
3	1
79	31

Notes:

- Square footage totals do not include CONNECT to End Violence program, Red House, or Nathan Mayhew Seminars (Family Center, etc.) programs (not in Master Plan).
- Net area includes floor area for all rooms but no area for circulation spaces (hallways) or for wall area (interior or exterior).
- Net-to-Gross square footage ratios of existing Buildings A, B, and C are .89, .73, and .72 respectively.

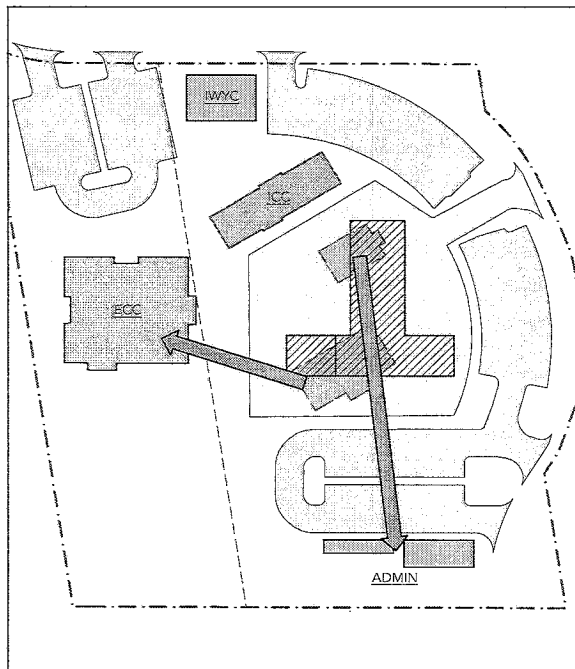
Space Needs Summary

Attachment B



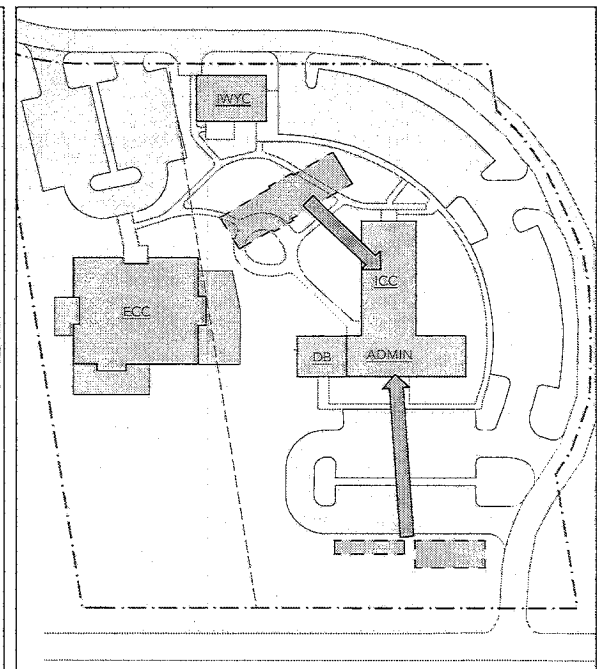
① PHASE 1

- BUILD ECC



② PHASE 2

- MOVE ECC TO NEW BUILDING
- MOVE ADMIN TO TEMPORARY WORK TRAILERS
- BUILD NEW PARKING AND DELINEATE CONSTRUCTION ZONE
- DEMO ADMIN AND ECC SERVICES
- BUILD NEW COMMUNITY SERVICES BUILDING



③ PHASE 3

- MOVE ICC, ADMIN, AND DAYBREAK (CURRENTLY OFF-SITE) TO NEW COMMUNITY SERVICES BUILDING
- DEMO ICC AND REMOVE WORK TRAILERS
- FINISH PARKING AND LANDSCAPE






15 Red Arrow Road • PO Box 1260
West Tisbury, MA 02575
508 693.4850
southmountain.com

Owner Authorization

I, as Executive Director of the subject property, hereby authorize South Mountain Company to act on Martha's Vineyard Community Service's behalf in all matters relative to work authorized by this Application for Site Plan Review before the Oak Bluffs Planning Board.



Julie Fay, MVCS Executive Director

10.5.18

Date