NOTICE OF SOUTH HADLEY PLANNING BOARD REGULAR MEETING
MONDAY, OCTOBER 6, 2014 AT 6:30 P.M.
TOWN HALL – Selectboard Meeting Room

NOTE: Not all the topics listed in this notice may actually be reached for discussion. In addition, the topics listed are those which the Chair reasonably expects will be discussed as of the date of this notice.

1. Minutes
2. Bills and Correspondence
3. 6:45 p.m. PUBLIC HEARING: Request for Stormwater Management Permit for Rivercrest Condominiums (proposed 29 unit development) – Rivercrest Condominiums LLC Property. Property Location: southside of Ferry Street (Assessor’s Map Number #47; Parcel #76). (Continued from September 8, 2014)

4. DECISION: Request for Stormwater Management Permit for Rivercrest Condominiums (proposed 29 unit development) – Rivercrest Condominiums LLC Property. Property Location: southside of Ferry Street (Assessor’s Map Number #47; Parcel #76).

5. 7:00 p.m. PUBLIC HEARING: Request for amendment to Special Permit granted April 7, 2014 and signed April 10, 2014 for Rivercrest Condominiums (proposed 29 unit development). Request is to modify Special Permit to reflect changes in the site plan related to approved Stormwater Management Plan. Rivercrest Condominiums LLC – Proposal. Property Location: southside of Ferry Street (Assessor’s Map #47 as Parcel #76). (Continued from September 8, 2014)

6. DECISION: Request for amendment to Special Permit granted April 7, 2014 and signed April 10, 2014 for Rivercrest Condominiums (proposed 29 unit development). Request is to modify Special Permit to reflect changes in the site plan related to approved Stormwater Management Plan. Rivercrest Condominiums LLC – Proposal. Property Location: southside of Ferry Street (Assessor’s Map #47 as Parcel #76).

7. Discussion of Zoning Bylaw amendment proposals.
8. Development Update and Planner’s Report
9. Other New Business (topics which the Chair could not reasonably expect to be discussed/considered as of the date of this notice)

10. Adjournment

NEXT SCHEDULED SPECIAL MEETING: Monday, October 20, 2014
(includes public hearings regarding Zoning Bylaw Amendment proposals and a proposed Zoning Map amendment)

NEXT SCHEDULED REGULAR MEETING: Monday, October 27, 2014
(includes continuation of the public hearing regarding the Ethan Circle Definitive Subdivision Plan)
Background Materials for October 06, 2014

Agenda Items #1 through #9

Agenda Item #1 – Minutes
I have attached a draft of the September 22, 2014 minutes for your review and I am working on drafts of several sets of minutes and may be forwarding some additional minutes on Monday.

ACTION NEEDED: Review, edit and approve the minutes.

Agenda Item #2 – Bills and Correspondence
A list of the bills and correspondence is attached. At this time, the only bill received is Town Reminder bill for the Zoning Bylaw amendments public hearing - $349.23.

Agenda Item #3 – Public Hearing – Rivercrest Condominiums Stormwater Permit 6:45 p.m.
Pursuant to Article XVI of the Town’s General Bylaws, Rivercrest Condominiums LLC submitted an application for a Stormwater Management Permit for the proposed 29-unit residential condominium development. The property is predominately zoned Residence A-1 with a very small portion zoned Agricultural. The property lies on the southside of Ferry Street east of Brockway Lane as depicted in the aerial photo below.

The initial session of this public hearing process was began on July 29, 2014 as a joint meeting with the Conservation Commission. That hearing was continued to September 8, 2014 which was subsequently continued to October 6, 2014. On July 29, 2014, the Board heard a presentation from the applicant and received public comments and continued the public hearing until September 8, 2014 at 6:45 p.m. Immediately following the July 29th public hearing, the Board selected GZA GeoEnvironmental to conduct a Peer Review of the Stormwater Management submittal. Their final report was received early September 2014 was posted on the Town’s website at:
On September 5th, a request was received from the applicant’s consultant for continuation of the public hearing. This request has also been posted on the Town’s website at:


Therefore, the Board continued the public hearing from September 8, 2014 until October 6, 2014 at 6:45 p.m. On September 26, 2014, the office received revised from the applicant’s consultant a written response to the Peer Review report, revised plans, and a revised Stormwater Management Report.

The original Stormwater Management Application and related materials submitted to the Planning Board have been posted on the Town’s website at the following link:


The September 26, 2014 submission from the applicant’s consultant has been posted on the Town’s website at the following link:


The original application and materials were distributed to the DPW, Conservation Commission, and Board of Health departments on June 24, 2014 with a deadline for responses of July 29, 2014. The following comments were received:

- Conservation Commission Administrator Janice Stone, in an email dated July 23, 2014, stated that she and the Conservation Commission are waiting for a peer review of the storm water management plan for the project. There is no work within wetlands or the wetland bylaw’s 50-foot Conservation Zone (CZ), but there is work up to the CZ line in a few locations, so the Commission and her we will be concerned about any unplanned impacts in those areas (especially along steep slopes).
- Director of Public Health Sharon Hart, in an email dated July 23, 2014, stated that her only comment would be their standard comment... the stormwater detention basin needs to drain within 72 hours.
- Town Engineer Dan Murphy, in an email dated July 24, 2014, stated that he has noted the information and was planning to review the project in its entirety once the peer review is
received. In a subsequent email dated July 25, 2014, he indicated he had not received a response to his February 28, 2014 comments/questions – those comments/questions were (some of which relate to stormwater management – items #2, #3, and #4):

1). With no proposed sidewalks or separated pedestrian pathways to the existing sidewalk on Ferry Street, pedestrian safety is a concern. Will any pedestrians, including those in wheelchairs, be able to access Ferry Street using only the roadway?

2). What is the design life of the infiltration systems? If systems 1 and/or 2 were to fail, is the isolated wetland large enough to contain storm events with peak flow leaving site at a rate no greater than existing? Has the applicant consider using standard detention basin or constructing a supplemental basin with an outlet structure at the outlet of the flared end section location to maintain peak storm flow in the event of infiltration system failure bypass during maintenance?

3). No overflows are shown for infiltration systems 4 & 5. Are none proposed?

4). Regular O&M of the infiltration systems is a concern. What mechanism will ensure maintenance is regularly performed? Please provide the manufacturer’s construction requirements and maintenance recommendations with any subsequent submittal.

5). Please provide a typical roadway cross section.

6). Consider raising finish floors at units 7 & 8 to meet minimum 2% grading from the plan note.

7). If dewatering is needed during construction, the project proponent is required to file a dewatering permit and submit a copy to DPW.

8). Please advise on the status of sewer metering.

9). Please provide a detail showing the water main and sewer crossings in Ferry Street.

10). Confirm whether or not there is a minimum patio setback distance.

11). Please directly note the surveyor of record on the plan set or include a stamp by a licensed surveyor who has confirmed the site boundary.

Town Engineer Dan Murphy, in an email dated July 25, 2014, add the following comments:

1). If one of the infiltration basins fails - stormwater will now bypass via piping to the surface infiltration basin at the southern end of the development. The stormwater report indicates surface basin was designed to attenuate the 100 yr. storm without discharge to emergence overflow.

2). Does this include the case if subsurface infiltration basin 1 fails? If not what size storm is attenuated with no additional peak flow to existing in the event subsurface basins 1 failing?

3). Comments 2 (partial), 4, 7, 8, 9 are still outstanding.

4). It appears comments 1, 3, 5, 6, 10, 11 have been addressed or are no longer applicable

I would note that Town Engineer comments from February 2014 #7, #8, and #9 are not related to stormwater and should be addressed at the Form H Plan endorsement stage. The O & M concerns he raised (February 2014 #4) regarding the infiltration system need to be addressed during this current review phase.
Departmental Comments regarding September 26, 2014 Stormwater Management submittal

The September 26, 2014 submittal materials were distributed to the DPW, Conservation Commission, and Board of Health departments on September 29, 2014 with a request for comments to be submitted on or before October 6, 2014. However, given the short period of time, this was not specified as a firm deadline. The following comments were received:

- Conservation Commission Administrator Janice Stone, in an email dated October 1, 2014, provided a copy of comments she had provided on a previous set of plans September 25, 2014 and comments regarding the most recently submitted plans.

The materials have also been submitted to the Peer Review consultant – directly from the applicant’s consultant. I don’t know if the subsequent review will be completed before the October 6, 2014 public hearing. However, the Peer Review consultant will be present for the public hearing.

**ACTION NEEDED:** Conduct the public hearing. While the Board may close the hearing, I think that should wait until the three departments have provided comments and the Peer Review consultant has submitted their final review. The Conservation Commission has continued their public hearing on this application until October 29, 2014. Therefore, the Board may wish to continue the public hearing until November 10, 2014 to ensure that the two Boards are in sync on this project. However, if the Board does not close the hearing October 6, 2014, the Board should be clear as to any additional materials needed to make its decision.

**Agenda Item #4 – Decision – Rivercrest Condominiums Stormwater Management Permit**

If the public hearing is not closed, then no action should be taken on this matter at the Planning Board meeting.

**ACTION NEEDED:** If the public hearing is closed, the Board could make a decision on the application.

**Agenda Item #5 – Public Hearing – Rivercrest Condominiums LLC Special Permit Amendment – Ferry Street** 7:00 p.m.

Rivercrest Condominiums LLC was approved for a 29-unit multifamily development in April 2014 subject to various conditions. The subject property is located on the southside of Ferry Street with the frontage located approximately 700 feet from Brockway Lane as depicted in the excerpt of the aerial photo to the left.

Among the Special Permit conditions were a requirement for approval of a Stormwater Management plan, maintenance of “undisturbed, vegetated buffers”, and incorporation of the Site Plan as revised and presented at the final Special Permit public
hearing. The developer, as the Board is aware, has submitted a proposed Stormwater Management Plan which is currently under review. This proposed Stormwater Management Plan differs from some of the conditions, specifically the Site Plan as presented and a portion of the “undisturbed” buffer. Accordingly, the applicant has requested an amendment to the Special Permit to “allow for minor modifications to the site plan associated with the design of the stormwater management system and subsurface utilities”. The applicant further requested that the Planning Board not act on their “request until the Stormwater Permit has been issued so that any changes requested by the Planning Board related to stormwater system can be incorporated into the special permit amendment” (see application which is posted on the website).

The initial session of this public hearing process was held on August 4, 2014. Due to the interrelationship between the Stormwater Management Plan and the Special Permit Amendment request, the public hearing was continued until September 8th at 7:30 p.m. and subsequently to October 6, 2014 to run in tandem with the consideration of the Stormwater Management Permit application.

One aspect which has been discussed previously is the need for more detail on those aspects of the Special Permit decision which run counter to the Stormwater Management needs of the project and the need for a more detailed landscaping plan.

**ACTION NEEDED:** Conduct the public hearing.

**Agenda Item #6 – Decision – Rivercrest Condominiums LLC Special Permit Amendment – Ferry Street**

If the public hearing is closed, the Board could make a decision on the application.

**Agenda Item #7 – Discussion of Zoning Bylaw amendment proposals.**

This item was placed on the agenda to provide an opportunity for the Board to discuss the amendment proposals prior to the October 20, 2014 public hearing. The notice of the public hearing and draft amendments are posted on the Town’s website at the following link: [http://www.southhadleyma.gov/Pages/SouthHadleyMA_Planning/November2014Amendments/PublicHearingPackageofNoticeArticles.pdf](http://www.southhadleyma.gov/Pages/SouthHadleyMA_Planning/November2014Amendments/PublicHearingPackageofNoticeArticles.pdf)

As the Board will recall, at the September 22, 2014 meeting, the Board members directed that the following 6 amendments are to be advertised for the October 20, 2014 public hearing:

A. Clarification of Setback – illustration  
B. Lodging Houses and Dormitories  
C. Clarification of Permitted and Prohibited Uses  
D. Clarification of Setbacks for attached structures  
E. Impervious Surface Regulations  
F. Conversion of Single-Family to Two-Family Dwelling

**ACTION NEEDED:** No definitive action needed but the Board may wish to review the draft amendments – particularly item A which includes a revised sketch provided by Mr. Squire and item F which includes reference to design standards based on the discussion held September
22nd. Please note that no “changes” can be made at this time. However, if the Board members have changes or revisions which they intend to bring forward October 20th, now would be a good opportunity to let me know so I can prepare materials for the public hearing’s discussion.

Agenda Item #8 - Development Update and Planner’s Report
I will provide a report on the following items:

a. Development Report

Mountainbrook Subdivision: The Town received another set of revised “As-Built” plans and forwarded them to the relevant departments. To date, the two water departments, SHELD, and DPW have indicated that the plans are fine. Therefore, I am awaiting the submission of the mylar copies and an Engineer’s Certification of Completion.

Ethan Circle Definitive Plan: This project is scheduled for renewal of the public hearing on October 27th. The applicant’s consultant submitted the revised plans and Stormwater Report October 1, 2014. These latest revisions have been circulated to the various departments and posted on the Town’s website at the following link: http://www.southhadleyma.gov/Pages/SouthHadleyMA_Planning/Plans/PB2014-10-01EthanCircleRevisions/

The Conservation Commission Administrator has stated that this project is on their October 8th meeting agenda and they may be ready to close their hearing. I shave suggested that the Conservation Commission might want to keep it open until the Planning Board reviews the proposal on October 27th in case the Board does not agree with the turnaround design.

Annafield Estates Subdivision: The Town received another set of revised “As-Built” plans and forwarded them to the relevant departments. To date, the SHELD Manager has responded with a copy of the electrical system design which needs to be incorporated and the District #1 Water Superintendent has requested some information be included.

The requirement for “trees” has become an “issue” regarding this development. Section 8.10-1a provides the following requirement:

a. There shall be two trees, which may be existing or newly planted, for each lot in the subdivision.

Section 8.10-1e and f provides the following guidance as to location of the trees:

e. Large-growing trees should be spaced at intervals of fifty (50) to sixty (60) feet, medium-growing trees at intervals of thirty (30) to forty (40) feet, and small-growing, at intervals of twenty (20) to thirty (30) feet. On the side of the street where overhead wires are present, large and medium growing trees should be planted within the front yard of the individual property owner, away from such wires.
f. Where possible, and with the approval of the Tree Warden, the street trees should be of different varieties. Said location of trees shall be at least ten (10) feet from any underground utilities.

All but one lot has been sold and built upon. One of the current owners does not wish to have any trees planted in the yard. Several lots are double frontage – Stewart Street and Baker Road. Thus, several interpretation issues arise:

1). Is the wording in 8.10-1a to be read as requiring two trees ON each lot?
2). Is the wording in 8.101e to be read as requiring the trees to be planted within the front yard?
3). If the answers to the above are “yes”, then can trees planted or existing along the Baker Road frontage be counted?

b. October 20, 2014 Public Hearings
The Planning Board hearings on the Zoning Bylaw amendment and the Zoning Map amendment have been advertised and notices provided as required.

The Zoning Map amendment request is to change the zoning on two parcels associated with 92 Mountainview Street from Residence A-1 to Residence A-2 which is highlighted in the excerpt of the Zoning Map below.
c. **On-line permitting program and zoning map update.** Associate Assessor Melissa Couture and I have been reviewing the online zoning map and identifying errors in the classifications. Out of approximately 7,000 parcels, we have identified (and she has corrected) approximately a dozen that were incorrectly classified. Work is continuing on the online permitting program.

d. **Zoning Compliance Issues.** I have been working with several departments in regards to some zoning “noncompliance” issues.

e. **Conferences.** I have registered for and will be attending the Southern New England American Planning Association Conference in Rhode Island to be held October 16-17, 2014.

**Agenda Item #9 – Other New Business**

I have included this agenda item for Board members to bring up new items (for discussion and future consideration) that are not on the agenda and which the Chair could not reasonably expect to be discussed/considered as of the date which the agenda was posted.