

SOUTH HADLEY PLANNING BOARD REGULAR MEETING

MINUTES OF FEBRUARY 11, 2019

Present: Melissa O'Brien, Clerk; Brad Hutchison, Member; Diane Mulvaney, Member; Larry Butler, Associate Member; and Richard Harris, Town Planner; Colleen Canning, Recorder

As Jeff Squire and Mark Cavanaugh were both absent, Melissa O'Brien acted as Chair and led the Board Meeting. Ms. O'Brien called the meeting into session at 6:32 PM.

1. Minutes

Mr. Harris noted he had previously transmitted copies of the draft minutes from the January 28, 2018 meeting. **Motion:** Ms. Mulvaney moved and Mr. Hutchinson seconded the motion to approve the minutes from the January 28, 2019 meeting. **Three (3) of Three (3)** members present voted in favor of the motion.

2. Correspondence

The correspondences were in front of Ms. O'Brien. An additional correspondence was received by the planning department on the day of the meeting. The Massachusetts Historical Commission carbon copied the Board in a letter addressed to Reverent Lori J. Souder to inform her that the First Congregational Church of South Hadley had been nominated to be included on the National Register of Historic Places.

Ms. O'Brien inquired with the Board if agenda items three through seven should be discussed in full at the next Planning Board meeting on February 25, 2019 so that the Chair and Vice-Chair could be present for discussion. Ms. Mulvaney stated she was comfortable with discussing agenda items three through seven at the next meeting. She observed that if the items were discussed tonight, the Board would have to repeat the discussion at the next meeting anyway.

Mr. Harris was asked if there were any time contingent matters within agenda items three through seven. Mr. Harris explained that the agenda items were opportunities for discussion but nothing was urgent. He highlighted some points from the agenda items for the Board and the public. Mr. Harris explained that public forums for the 'Master Plan Update' and the 'Open Space and Recreation Plan Update' will be held on February 27, 2019 and March 27, 2019. It is the intention to hold the public forums on the last Wednesday of the month. Ms. Mulvaney noted that surveys were up on the town's website to gather information about the public's interests in the matter.

The agenda items deferred from the February 11, 2019 meeting are as follows:

3. Confirm Ex-Officio Representative to the Master Plan Update and OSRP Update Advisory Committees
4. Discussion/consideration of clarifying application requirements including revisions to application forms

5. Discussion/consideration/update of Smart Growth Zoning District Administrative Regulations and Newton Street Smart Growth Design Guidelines
6. Discussion/consider revisions to Reports to Town Meeting on proposed Zoning Map amendments
7. Discussion/update regarding potential revisions to the Zoning Bylaw regarding regulations applicable to the Water Supply Protection District Zoning Bylaw and Zoning Map regarding the boundaries of the Water Supply Protection District

8. Development Update and Planner's Report

Mr. Harris reported on the following items:

a. Development Report

- Mountain brook Development – Phase 2 – (No change)
- Rivercrest Condominiums – (No change)
- Ethan Circle Subdivision –(No change)
- Canal Street Condominiums – (No change)
- Bardwell Street Condominiums – (No change)
- Potential Flexible Development on Amherst Road by Thomas Spring – (No change)
- Riverlodge Road – (No change)
- Opportunity Zone Designation. (No change)
- Zoning Map Amendments – (The reports have been revised and posted on the Town's website at the following link:
- <http://ma-southhadley.civicplus.com/947/Reports-to-Town-Meeting-on-Zoning-Map-Am>
- 460 Newton Street, 47-49 Camden Street, and 102-104 Lyman Street – A request has been made to amend the Special Permit/Site Plan Review which was granted for this project in 2005. The request is to eliminate two units which were never constructed and allow that portion of the property to be used for parking. The public hearing is scheduled for February 25th at 6:45 p.m.)
- Proposed Group Home – (An application has been received and has been distributed to the various departments for review. The public hearing is scheduled for February 25th at 7:00 p.m.)

b. Bylaw Amendments

- Smart Growth 40R Districts: (The revision to the Newton Street Smart Growth District Design Standards/Guidelines was submitted February 11, 2019. This discussion was under agenda item five and may be discussed at the next Planning Board Meeting on February 25, 2019)
- Infill Development/Lot Averaging Bylaw Amendment: (No change)
- Design Review Bylaw: No change – however, Mr. Harris suggested that this is one of the items that should be put forward for Town Meeting in 2020

- Chapter 43D Expedited Permitting: No change
- Solar Photovoltaic Zoning Bylaw amendment: (No change.)
- Working on a model Subdivision Regulation with other communities and the PVPC: (This is taking a vacation over the winter.)

c. Other Projects

- Urban Renewal Plan and Redevelopment Authority: (The Conservation Administrator/Planner has packaged and submitted the revised plan to DHCD for review.)
- MassWorks Grant – Gaylord Street: (No change)
- MassWorks Grant – 2018: (No change)
- Land & Water Conservation Fund Grant Applications: (Work has begun on the River to Range Trail components funded under this grant.)
- Complete Streets Program Participation: (Fuss & O’Neill are working on the engineering details for this project.)
- Other Grant Application: (No change).
- Regional Valley Bike Share program: (no change.)
- Participating in the “Team Hampshire” economic development coordinating effort – an informal process among several of the cities and towns in Hampshire County
- Permitting Guide: No change
- Green Communities: No change
- Westover Air Reserve Base Joint Land Use Study: No change.
- Regional Housing Committee: (No change)
- River to Range Trails. No change.
- Open Space & Recreation Plan and Master Plan Updates: (Mr. Harris informed the Board and the public that a website *has been* created and a designated e-mail address has been assigned. OSRP and Master Plan comments and questions can be sent to: masterplan@southhadleyma.gov
Information and surveys can be found on the website at: www.southhadleyplans.com
This discussion is under agenda item three and will be discussed at the next Planning Board Meeting on February 25, 2019)

9. Other New Business (topics which the Chair could not reasonably expect to be discussed/considered as of the date of this notice)

Ms. Mulvany invited everyone to attend “Dan Kane and Friends featuring Freddie Marion” on Sunday May 19th at the South Hadley High School. Proceeds from the show will benefit the new South Hadley Senior Center building. Tickets can be purchased at: <https://www.eventbrite.com/e/dan-kane-friends-featuring-freddie-marion-tickets-56140970153>

Frank DeToma, Water District 2 commissioner, addressed the Board. Mr. DeToma informed the Planning Board that the Select Board decided to appoint a Historic District in South Hadley Falls a number of years ago. To establish this district, the town would be required to submit a preliminary plan which explains why the area is historic and it will propose any necessary by-law changes. Mr. DeToma explained that the plan was submitted to the State for review today and the next stages in development will include public hearings and eventually to be heard the Town Meeting. Mr. Harris added that the Congressional Church of South Hadley had just been nominated to be added to the National Historic Registry by the Massachusetts Historical Commission.

Ms. O'Brien invited everyone to an event hosted by the Bike Walk Committee. On Sunday February, 24th at 12:45 PM there will be a maple syrup trek at the Stone Silo Maple Syrup Farm that will include a tour of syrup tapping and views of South Hadley conservation lands.

10. Adjournment

As there was no new business to discuss, Ms. O'Brien asked if the Board would entertain a motion. **Motion:** Ms. Mulvany moved and Mr. Huchinson second the motion to adjourn the meeting. The Board voted **Three (3)** out of **Three (3)** present in favor of the motion. The meeting ended at 6:44 PM.

Respectfully Submitted,
Colleen Canning, Recorder