

**SOUTH HADLEY PLANNING BOARD VIRTUAL MEETING
MEETING MINUTES OF FEBRUARY 28, 2022
As Approved**

Present: Brad Hutchison, Chair; Diane Mulvaney, Vice-Chair; Joanna Brown, Clerk; Nate Therien, Member; Michael Davis, Member; Michael Adelman, Associate Member; Anne Capra, Director of Planning and Conservation; and Colleen Canning, Planning/Conservation Coordinator

Chair Hutchison called the meeting to order at 6:30 PM and reviewed the virtual meeting protocols.

Agenda Item #1 --- Open Comment Period

No requests to speak during the open comment period were received.

Agenda Item #2 --- Minutes

Draft minutes of the February 7, 2022 regular meeting and public hearings were sent to the Board for review.

Motion: Vice-Chair Mulvaney moved to approve the February 7, 2022 regular meeting and public hearing minutes. Clerk Brown seconded the motion. Five (5) out of five (5) members voted in favor of the motion through roll call.

Agenda Item #3 --- Correspondences

The list of the correspondences was sent to the Board prior to the meeting.

Agenda Item #4 --- Public Hearing to consider Special Permit and Stormwater Management Permit applications filed by E-ink Corporation for demolition of existing industrial building and redevelopment of the existing site at 7 Gaylord Street, Assessor's Map 18 Parcel 86

The applicant's consultant, Rob Newton of BSC Group, was present at the meeting.

A contract for peer-review services had been executed with Weston & Sampson to review the application and its conformity to applicable laws and regulations under the Board's purview. As the peer-review had not yet been completed, the hearing would need to be continued to a future date. When the report was completed, the peer-review consultant would attend a hearing to review the findings. The Board would defer further review and public comments to a future hearing date in which the peer-review would be available.

Motion: Member Therien moved to continue the public hearing to March 14, 2022 at 6:30 PM. Member Davis seconded the motion. Five (5) out of five (5) members voted in favor of the motion through roll call.

Agenda Item #5 --- Request for waiver of Site Plan Review filed by FSi Oil and Propane, Inc. for a 50' x 60' accessory building at 27 Gaylord Street, Assessor's Map 18 Parcel 110

The property owner of 27 Gaylord Street was seeking a waiver from site plan review for the construction of an accessory garage to house trucks related to their business operations. The garage was proposed to be located at the rear of the existing building and would not result in an increase of trucks within the existing fleet. Under the local zoning bylaw, exterior expansions for industrial operations require Site Plan Review. However, certain projects are eligible for a waiver from the requirement at the Planning Board's discretion if the project satisfies the waiver requirements. Expansions involving less than 1,000 square feet or less than 25% of the structure's existing floor area could qualify for such a waiver. This project satisfied the latter requirement as the garage would be 14.8% of the existing facility's floor area.

The project had previously been reviewed by the Conservation Commission who issued Order of Conditions for the work due to proximity to BATTERY Brook. Under the permitting special conditions, the site's stormwater management systems would be improved over existing conditions.

Motion: Vice-Chair Mulvaney moved to issue a waiver from Site Plan Review for the development of an accessory building at 27 Gaylord Street at is was less than 25% of the existing facility building and would have *de minimis* impact relative to the criteria set forth in South Hadley Bylaw 255-147. Member Therien seconded the motion. Five (5) out of five (5) members voted in favor of the motion through roll call.

Agenda Item #6 --- Planning & Conservation Department Report on Planning Projects and Development Updates

Director Capra detailed the following items:

- *PVPC District Local Technical Assistant Grant* – Grant funding was awarded for the following projects: 1) formation of a housing partnership board; 2) development of tools to help create an affordable housing trust; and 3) public education on affordable housing.
- *Grant Activity-*
 - The Cultural Council awarded funds to benefit an art installation that would be presented in South Hadley Falls.
 - An expression of interest for a third MVP (Municipal Vulnerability Preparedness) grant application to design and permit the removal of the Titus Pond Dam was underway.
 - Applications to fund business development initiatives recommended within the Local Rapid Recovery Plan had been filed.
 - Grant funding was being sought for the following additional projects: 1) Town-wide branding campaign; 2) replacement of the Judd Brook sewer interceptor; and 3) culvert replacement at areas of ecological significance.
 - ARPA (American Rescue Plan Act of 2021) funding had been allocated to the Town. Each Town department was requested to submit statements of interest to the Selectboard for projects to fund. Requests to fund the following were

submitted: 1) Isotopic Testing of Drybrook Well; 2) Housing Production Plan update; and 2) Valley Bike program administrative fees.

- *Town Meeting* – Town Administration had requested statements of interest for items to be included on the warrant for Annual Town Meeting. The Board had previously reviewed amendments to the Stormwater Management Bylaw. Last year, the item did not make the warrant as only financial articles were placed on the warrant due to the Covid-19 pandemic.
 - **Motion:** Vice-Chair Mulvaney moved to submit the proposed ‘repeal and replace’ of the Stormwater Management Bylaw to the Selectboard to be considered for placement on the Annual Town Meeting Warrant. Member Davis seconded the motion. Five (5) out of five (5) members voted in favor of the motion through toll call.
- *Historic Districts* –Staff were working on including a data layer of local historic districts on the Town’s publicly available GIS system.

Agenda Item #7 --- Other New Business

The Massachusetts Open Space Conference was held during the month of February. GIS mapping training was now being offered

The Chair of the Zoning Board of Appeals submitted a letter, which was included in the Board’s correspondences, requesting a joint meeting. Planning Board members were supportive of the idea. Director Capra would work with the Chair of both Boards to schedule a meeting on a meeting night with a light agenda.

Agenda Item #8 --- Adjournment

Motion: Clerk Brown moved to adjourn the meeting. Vice-Chair Mulvaney seconded the motion. Five (5) out of five (5) members voted in favor of the motion through roll call.

The meeting adjourned at 7:27 PM.

Respectfully Submitted,

As Approved

Colleen Canning, Planning/ Conservation Coordinator

Appendix

Document	Document Location
Q&A Report	Attached
27 Gaylord – SPR Waiver Request	Planning Files
ZBA Chair letter	Planning Files

February 28, 2022 Planning Board Meeting 'Q&A' Report

#	Question	Asker Name	Asker Email	Answer
1	Thank you for the time and consideration.	Martha Terry		