

**SOUTH HADLEY PLANNING BOARD REGULAR MEETING
MINUTES OF OCTOBER 28, 2019
AS APPROVED**

Present: Mark Cavanaugh, Chair; Melissa O'Brien, Vice-Chair; Diane Mulvaney, Clerk; Brad Hutchison (arrived at 6:29 PM), Member; Joanna Brown, Member; Richard Harris, Town Planner; and Colleen Canning, Senior Clerk Planning and Conservation

Chair Cavanaugh called the meeting into order at 6:00 PM.

Agenda Item #1 --- Minutes

Draft regular meeting and public hearing minutes from the January 14, 2019 Planning Board meeting had been previously transmitted for the Board to review. Additionally, draft regular meeting and public hearing minutes from the October 7, 2019 Planning Board had been previously transmitted for the Board to review.

Clerk Mulvaney noted a formatting error within the draft regular meeting minutes of January 14, 2019.

Motion: Clerk Mulvaney moved to approve the regular meeting minutes of January 14, 2019 as amended. Vice-Chair O'Brien second the motion. Four (4) out of four (4) members present voted in favor of the motion.

Motion: Clerk Mulvaney moved to approve the Public Hearing minutes of January 14, 2019 to consider a Special Permit for Major Excavation off Hadley Street. Vice-Chair O'Brien seconded the motion. Four (4) out of four (4) members present voted in favor of the motion.

Motion: Clerk Mulvaney moved to approve the Public Hearing Minutes of January 14, 2019 to consider a Special Permit for Used Car Sales on New Ludlow Road. Vice-Chair O'Brien seconded the motion. Four (4) out of four (4) members present voted in favor of the motion.

Within the draft regular meeting minutes of October 7, 2019, Clerk Mulvaney indicated that she recused herself from participating in motions regarding the new South Hadley Senior Center.

Motion: Clerk Mulvaney moved to approve the regular meeting minutes of October 7, 2019 as amended. Vice-Chair O'Brien seconded the motion. Four (4) out of four (4) members present voted in favor of the motion.

Motion: Clerk Mulvaney moved to approve the Public Hearing Minutes of October 7, 2019 to consider a Special Permit and Stormwater Management Plan for the Skinner Woods Flexible Development. Vice-Chair O'Brien seconded the motion. Four (4) out of four (4) members present voted in favor of the motion.

Motion: Clerk Mulvaney moved to approve the Public Hearing Minutes of October 7, 2019 to consider Zoning Bylaw Amendments to 255-34 and 255-84 for consideration at Fall 2019

Special Town Meeting. Vice-Chair O'Brien seconded the motion. Four (4) out of four (4) members present voted in favor of the motion.

Agenda Item #2 --- Correspondence

The list of correspondences had been previously transmitted to the Board. Two additional correspondences had been received relating to Public Hearings and would be discussed at the time of the hearing.

Agenda Item #3 --- Consider Request for Illuminated sign for Greenfield Cooperative Bank. Property Location: 487 Newton Street (Assessor's Map #28 – Parcel #194)

Before discussion, Chair Cavanaugh disclosed that the company he works for has worked with Agnoli Sign Company, the applicant's consultant, in the past. However, the relationship would not affect considerations made for the request before the Board tonight.

Lisa Mets and Ashely Laramie of Greenfield Cooperative Bank were present at the meeting along with their consultant, Harry Auerbach of Agnoli Sign Company.

Harry Auerbach addressed the Board and described the proposed project. He explained that the proposed sign illumination would replace a currently illuminated sign. He noted that the new sign would be smaller than the existing one. Day-view and night-view renderings were provided for reference. He explained that only the logo and letters would be illuminated. Only one sign would be illuminated on site.

Clerk Mulvaney inquired if there were height limitations for signs. Mr. Harris explained that the Building Commissioner reviews applications for installation of signs; therefore restrictions on signs were whatever zoning would allow. The Planning Board only reviews illumination of signs.

Vice-Chair O'Brien asked what hours the sign would be illuminated. Ashley Laramie responded that they were proposing to illuminate the sign from 5:00 PM-11:00 PM. She explained that the branch location at 487 Newton Street did not have set hours at this time. However, other branches were open 8:30 AM- 5:00 PM on weekdays with one week day open late. Weekend hours could include limited hours on Saturday. Vice-Chair O'Brien responded that the Planning Board typically only allows for sign illumination one hour after closing.

Clerk Mulvaney noted that directional signs should not block driver's 'line-of-sight'. Mr. Harris remarked that the Building Commissioner would review location of the signs. He added that the proposed signage would have less impact than the plaza sign currently located on site.

Motion: Clerk Mulvaney moved to 1) find that the illuminated sign as conditioned complies with the Zoning Bylaw; therefore, it will not have an adverse impact on the existing neighborhood and 2) condition the approval of the illuminated upon it being illuminated no longer than one hour after closing. Vice-Chair O'Brien seconded the motion. Four (4) out of four (4) members present voted in favor of the motion.

Agenda Item #4 --- Consider Request for Waiver of Site Plan Review for South Hadley Electric Light Department (SHELD) installation. Property Location: Old Lyman Road and Willimansett Street (Assessor's Map: #15 – Parcel #153)

Bob Liswell of SHELD was present at the meeting along with his consultant, Matt Cassan of Fuss and O'Neil.

Bob Liswell addressed the Board and described the proposed project. He explained that the proposed project sought to help bring Fibersonic internet to Town. He described the facility as a back-up office that would be constructed in a similar format to that of SHELD's Stony Brook Facility. He explained that a new access road would be created with access off Willimansett Street; MassDOT used the access road off Old Lyman Road. The location would be used for storage of backup generators and propane tanks. Mr. Harris added that site work included 700 square feet of development. Site Plan Review of projects could be waived for projects lesser than 1,000 square feet. Issuance of a waiver was up to the discretion of the Planning Board.

Ms. Brown addressed concerns regarding the project. She thought it would be appropriate to require submission of Site Plan Review. His would allow abutters to be notified of the project. She observed that a number of trees were proposed to be removed to create an access road that would be in close proximity to abutting residences. She cited concerns for new traffic patterns that could affect abutters and concerns for storage of liquefied natural gas.

Chair Cavanaugh asked what the site was currently used for. Bob Liswell explained that the area was used for storage and no active equipment was currently on site.

Clerk Mulvaney inquired why there was a need for an additional driveway. Bob Liswell explained that the abutting MassDOT facility had a policy for which they do not share driveways. Therefore, a new access road would need to be created. Clerk Mulvaney expressed concerned for interruption to traffic patterns. She supported requiring submission of Site Plan Review.

Vice-Chair O'Brien concurred that she did not support allowing a waiver form Site Plan Review.

Mr. Harris observed that three members expressed opposition to granting a waiver from Site Plan Review. Therefore, the applicant would be expected to submit an application for Site Plan Review that would include Public Hearings to consider the project.

Agenda Item #5 --- SCHEDULED PUBLIC HEARING: Public Hearing on Proposed Zoning Bylaw Amendments regarding Section 255-84 of the Zoning Bylaw

Chair Cavanaugh called the Public Hearing into order at 6:26 PM. (See Public Hearing Minutes)

Mr. Hutchinson arrived at 6:29 PM.

The regular meeting reconnected at 6:34 PM.

Agenda Item #6 --- CONSIDER RECOMMENDATIONS: Consider Recommendations to Town Meeting regarding Proposed Zoning Bylaw Amendments and Proposed Stormwater Management Bylaw Amendment

Mr. Harris explained that at the October 7, 2019 Planning Board Meeting, the Board endorsed the proposed amendments to Sections 255-34 and 255-84 be accepted at Special Town Meeting. Now, the Board would need to approve the drafted report to Special Town Meeting if they supported it.

Motion: Clerk Mulvaney moved to approve the draft report for Article PB-01 (Revisions to Section 255-35 regarding the Water Supply Protection District) and the draft report for Article PB-02 (Revisions to 255-84 regarding Earth Removal Extraction and/or Fill Activities). Ms. Brown seconded the motion. Five (5) out of five (5) members voted in favor of the motion.

Agenda Item #13 --- Planner's Report and Development Update

a. Development Report

- North Pole Estates Definitive Subdivision Plan – Mr. Harris explained that the applicant's consultant submitted the Definitive Plan with various attachments on October 25, 2019. The material will be posted to the Town's website by Tuesday October 29th. The public hearing will begin on Monday November 18, 2019. The submittal included a Hydrogeologic Assessment Study by O'Reilly, Talbot, & Okun engineering associates
- 36 Bridge Street Mixed Use Development – Mr. Harris explained that Conservation Commission has approved the project and issued an Order of Conditions
- Newton Street Smart Growth Zoning District – Mr. Harris noted no change
- Ethan Circle – Mr. Harris noted no change
- Rivercrest Condominiums – Mr. Harris noted no change
- Former Library conversion to condominiums – Mr. Harris noted no change
- 1 Canal Street condominiums – Mr. Harris noted no change
- ITW Cell Tower on Hadley Street – Mr. Harris noted no change
- Northampton Cooperative Bank – This item was discussed under Agenda Item #3
- New SHELD Telecommunications Facilities on Old Lyman Road – This item was discussed under Agenda Item #4
- 10 Bengier Avenue – This item would be discussed under Agenda Items #7 and #8
- 45 Dayton Street New Senior Center – This item would be discussed under Agenda Items #9 and #10)
- Skinner Woods on Amherst Road – This item would be discussed under Agenda Items #11 and #12

b. Bylaw Amendments

- Bylaw Amendments for 2019: This Item would be discussed under agenda items #5 and #6

c. Other Projects

- Urban Renewal Plan and Redevelopment Authority: Mr. Harris explained that the Urban Renewal and Redevelopment Plan is proposed for Town Meeting consideration in November
- Complete Streets Program Participation: Mr. Harris explained that the Town received an extension on the grant contract. The work has been delayed due to a delay from the manufacturer of the new equipment.
- Valley Bike Share: Mr. Harris explained that the Woodlawn Station has been installed. Several additional communities – Chicopee, Easthampton, Hadley, and West Springfield – are also having stations installed over the next year to expand the regional program.
- Open Space & Recreation Plan and Master Plan Updates:

A completed copy of the Open Space & Recreation Plan has been provided to the committee members, submitted to the State, and made available to the various departments for review. The Planning Board will need to review the plan and submit comments or a letter of endorsement no later than December 3rd. Therefore, considerations for the draft would be included on the December 2, 2019 Planning Board Meeting Agenda.

The Master Plan Update Advisory Committee met on October 16th, a community forum was held on the Goals and Implementation Priorities on October 23rd. Anne Capra and Richard Harris are reviewing the draft of the strategies to pare down the strategies based on what has been accomplished, elimination of duplications, and consolidation of recommendations that are too specific for a Master Plan.

d. Workshops/Training Opportunities

Mr. Harris attended the MassDOT annual “Moving Together” conference in October and the Southern New England APA annual conference held in October.

Agenda Item #14 --- Other New Business

Ms. Brown invited everyone to attend the 2nd South Hadley Conservancy Conference which would be held on November 3, 2019 at 2:00 PM at the South Hadley Public Library. The event’s special guest speaker would be Dr. David Bout of UMass – Amherst Geoscience Department.

Ms. Brown encouraged everyone to use a new ‘future landscape explorer’ computer software which allowed users to see how their region could be effected by climate change. The software is available at newenglandlandscapes.org

Agenda Item #7 --- SCHEDULED PUBLIC HEARING: Application for Special Permit for proposed 8 foot fence in a residential zoning district. Property Location: 10 Benger Avenue (Assessor’s Map #31 – Parcel #75)

Chair Cavanaugh called the Public Hearing into order at 6:45 PM (See Public Hearing Minutes)

The regular meeting reconvened at 7:22 PM.

Agenda Item #8 --- CONSIDER DECISION: Application for Special Permit for proposed 8 foot fence in a residential zoning district. Property Location: 10 Benger Avenue (Assessor's Map #31 – Parcel #75)

Chair Cavanaugh inquired if there was a motion.

Motion: Clerk Mulvaney moved to make a finding that the rear abutting property, which currently has a six foot fence, was graded higher than the subject property and to approve the Special Permit to install an eight foot fence at 10 Benger Avenue with the conditions that : **1)** the grade of the installed fence would be the same as the existing grade of the property, **2)** the top of the installed fence would be a similar height to the present fence at the rear abutting property (9 Hickory Place), **3)** the fence could not be installed on top of the retaining wall located at the subject property and **4)** trees and shrubs needed to be removed from the created 'no man's land' between the fence installed on the subject property and the present fence on the abutting property (9 Hickory Place). Five (**5**) out of Five (**5**) members voted in favor of the motion.

Agenda Item #9 --- SCHEDULED PUBLIC HEARING: Applications for Site Plan Review and Stormwater Management Permit for proposed Senior Center. Property Location: 45 Dayton Street (Assessor's Map #28 – Parcels #154 and #155). (Continued from September 9, 2019)

Chair Cavanaugh called the Public Hearing continuance into order at 7:24 PM. (See Public Hearing Minutes)

The Regular Meeting reconvened at 7:40 PM.

Agenda Item #10 --- CONSIDER DECISIONS: Applications for Site Plan Review and Stormwater Management Permit for proposed Senior Center. Property Location: 45 Dayton Street (Assessor's Map #28 – Parcels #154 and #155)

Vice-Chair O'Brien revisited her concern regarding the loss of intergenerational recreational areas; both the playscape and basketball court were being removed with no replacement plan. She acknowledged that this concern could be addressed outside of consideration for Site Plan Review and Stormwater Management Plan Review.

Ms. Brown inquired about including provisions for the allowance for electric cars. Mr. Harris responded that, as the Public Hearing had closed, the consultant could not respond. However, Mr. Harris noted that the consultant provided provisions for electric car charging stations in revised plans.

Mr. Hutchinson recommended that conditions be applied to manage the use if the emergency generator.

Motion: Ms. Brown moved to approve the Stormwater Management Plan and Site Plan for the new South Hadley Senior Center located at 45 Dayton Streets with conditions to include that: 1)

the emergency generator needed to be visually screened from the nearby residences and noise subdued; and that the weekly testing cycle for the emergency generator could run only during normal business hours. Vice-Chair O'Brien seconded the motion. Four (4) out of (5) five members voted in favor of the motion. Clerk Mulvaney abstained from voting as she is the Chair of the Senior Center Building Committee.

Agenda Item #11 --- SCHEDULED PUBLIC HEARING: Application for Special Permit and Stormwater Management Permit for proposed Skinner Woods Flexible Development. Property Location: north side of Amherst Road (Assessor's Map #58 – Parcel #21 and Assessor's Map #60 – Parcel #31)

Chair Cavanaugh called the Public Hearing into order at 7:48 PM. (See Public Hearing Minutes)

The Regular Meeting reconvened at 8:28 PM.

Agenda Item #12 --- CONSIDER DECISIONS: Application for Special Permit and Stormwater Management Permit for proposed Skinner Woods Flexible Development. Property Location: north side of Amherst Road (Assessor's Map #58 – Parcel #21 and Assessor's Map #60 – Parcel #31)

Motion: Clerk Mulvaney moved to endorse the findings made by the Planning Board during the Public Hearing which affirmed that the Skinner Wood Flexible Development complied with standards for Special Permit approval within Section 255-129 of the Bylaw and standards for Flexible Development approval within Section 255-31 of the Bylaw. Mr. Hutchinson seconded the motion. Five (5) out of Five (5) members voted in favor of the motion.

Mr. Harris recommend that the Planning Board defer making a decision on the Special Permit and Stormwater Management Permit until he drafted the permit which could be endorsed at a future Planning Board Meeting date.

Agenda Item #13 --- Other New Business

Ms. Brown offered a summation of the recent PVPC (Pioneer Valley Planning Commission) Meeting, as she is the Town's representative. There was a review of the 2019 Solar Report performed by Harvard Forests. Additionally, there were considerations made to remove the 2/3 majority vote for zoning changes to promote housing choices.

Ms. Brown invited everyone to attend a conference at UMASS- Amherst hosted by the Wildland and Woodland organization on November 13, 2019. More information could be found at wildlandsandwoodlands.org.

Mr. Harris noted that the Pre-Special Town Meeting review of the warrant articles with the Town Attorney would be held on November 13, 2019 and the Municipal Vulnerability Preparedness (MVP) listening session would be held on November 6, 2019.

Agenda Item #14 --- Adjournment

As there was no further business to discuss, Chair Cavanagh inquired if there was a motion to adjourn the meeting.

Motion: Clerk Mulvaney moved to adjourn the meeting at 8:35 PM. Vice-Chair O’Brien seconded the motion. Five (5) out of five (5) members voted in favor of the motion.

Respectfully Submitted,
AS APPROVED
 Colleen Canning, Senior Clerk Planning and Conservation

Appendix

Document	Document Location
Request for Illuminated Sign	Planning Files
Waiver from Site Plan Review	Planning Files
Draft report for Article PB-01 (Revisions to Section 255-35 regarding the Water Supply Protection District)	Planning Files
Draft report for Article PB-02 (Revisions to 255-84 regarding Earth Removal Extraction and/or Fill Activities)	Planning Files
Special Permit Application to install eight foot fence at 10 Benger Ave	Planning Files
E-mail from Eileen Courtney, abutter of 10 Benger Ave	Planning Files
10/8/19 Peer Review from PARE Corporation of Stormwater Management for new Senior Center	Planning Files
10/9/19 response from Milone and MacBroom regarding PARE Corporation’s peer-review of Stormwater Management for new Senior Center	Planning Files
10/16/19 Supplemental information for new Senior Center received from Milone and MacBroom	Planning Files
10/24/19 updated plans, peer-review response, stormwater management plan and O&M plans for Skinner Woods Flexible Development	Planning Files
10/25/19 Peer Review of Skinner Woods Flexible Development performed by Fuss & O’Neil	Planning Files

SOUTH HADLEY PLANNING BOARD PUBLIC HEARING

Applications for Site Plan Review and Stormwater Management Permit for proposed Senior Center

MINUTES OF OCTOBER 28, 2019 AS APPROVED

Present: Mark Cavanaugh, Chair; Melissa O'Brien, Vice-Chair; Diane Mulvaney, Clerk; Brad Hutchison, Member; Joanna Brown, Member; Richard Harris, Town Planner; and Colleen Canning, Senior Clerk Planning and Conservation

Clerk Mulvaney recused herself from deliberations at the Public Hearing as she is Chair of the Senior Center Building Committee.

Chair Cavanaugh called the Public Hearing continuance into order at 7:24 PM.

The Town's consultant, John Hammer of Milone and MacBroom, was present at the meeting along with Chris Wante of EDM and Phil Polombo of Colliers International.

John Hammer opened the discussion by detailing updated components of the plan. He explained that justification for the 97 parking spaces had been provided. Provisions were included for installing electric car charging stations. Two bike racks had been included within the proposed plan. The existing basketball court would not be replaced due to safety concerns. Additionally, the existing playscape was assessed by the Town's insurance company and it recommended it for removal. There were no plans for replacement at this time.

Mr. Harris reviewed the justification for the number of parking spaces. Through assessment of the new building, 117 spaces were needed. Zoning requirements allow for parking spaces in the amount of 85% of peak flow. Therefore, with 117 spaces needed at peak flow, 97 spaces would be 85% of peak flow.

Vice-Chair O'Brien addressed her concerns in removing the playscape and basketball court. She observed that their removal, with no replacement plan, did not support the Town's currently ongoing Master Plan Update and Open Space and Recreation Plan Update. Opportunities for intergenerational recreation were high priority. Continued consideration for recreation facilities could be addressed through Town Administration and the Selectboard.

Kathy Davis, 7 Saybrook Circle, addressed the Board. She supported Vice-Chair O'Brien's concern for the retention of intergenerational recreation areas.

Vice-Chair O'Brien inquired about comments received by the Police Department regarding road patterns. Mr. Harris responded that a report was submitted which stated that traffic patterns would not change.

Chair Cavanaugh closed the Public Hearing at 7:40 PM.

Respectfully Submitted,
AS APPROVED
Colleen Canning, Senior Clerk Planning and Conservation

Appendix

Document	Document Location
10/8/19 Peer Review from PARE Corporation of Stormwater Management for new Senior Center	Planning Files
10/9/19 response from Milone and MacBroom regarding PARE Corporation's peer-review of Stormwater Management for new Senior Center	Planning Files
10/16/19 Supplemental information for new Senior Center received from Milone and MacBroom	Planning Files