

Background Materials October 28, 2024– Planning Board Meeting

Prepared by Anne Capra, Director of Planning and Conservation, 10/25/24

Cable Access Channel 15 –The Cable Studio has indicated that this meeting will be live streamed on Channel 15.

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[Alerts & Notifications | South Hadley, MA - Official Website](#)

Sign up for [CivicReady](#) notifications for **weather alerts and emergency notifications**.

Background Reports for all Planning Board meetings are posted online:

<https://www.southhadley.org/1274/Agenda-Background-Materials>

AGENDA ITEM #1 Open Comment Period

This 10-minute period is set aside for the public to offer comments on items not on the posted agenda, in accordance with the adopted policy, as amended 9/11/23, posted on the Town of South Hadley Planning and Conservation Department webpage here:

<https://www.southhadley.org/DocumentCenter/View/11705/Policy-on-Open-Comment-Period---As-Adopted-2023-09-11>

Action Needed: Allow members of the public to offer comments to the Board.

AGENDA ITEM #2 Minutes

Planning and Conservation Coordinator Colleen Canning will forward minutes separately.

Action Needed: Vote to approve the minutes.

AGENDA ITEM #3 Correspondence

Correspondence are attached.

Action Needed: No action needed.

AGENDA ITEM #4 Interviews for Associate Planning Board Member – John Parenteau

With assistance from Kristin Maher, Executive Assistance to Administration, we posted an ad in the Town Reminder for the open Associate Planning Board member position, which ran for several weeks. We have received two applications: John Parenteau and Walter Hamilton. Mr. Hamilton is available for an interview at the Board's next meeting on 11/4. Mr. Parenteau just confirmed he is available for the 10/28 meeting. His application materials are attached.

Action Needed: Conduct an interview of John Parenteau for the Associate Planning Board Member position. I recommended waiting until after Mr. Hamilton's interview on 11/4 before taking a vote to

appoint a new member. The position is a joint appointment by the Selectboard and Planning Board. The Selectboard has requested the Planning Board join them at their 11/26 meeting to make the appointment.

AGENDA ITEM #5 Question & Answer Session on Zoning Bylaw Amendments for consideration on Special Town Meeting Warrant November 13, 2024 – Article 9, 10, 11, 12

Draft bylaws and other background materials are online: <https://southhadley.org/1318/ProposedDraft-Bylaws>

With Special Town Meeting just a few weeks away, this time is intended to answer questions from the public about the four zoning bylaw articles that are on the warrant. I would like to give a brief presentation to layout the Articles and associated bylaws. The Town Administrator has also asked for a 5 minute summary presentation for each Article to be given at Town Meeting, which I am developing and will present in draft form.

The Board will also hold a Q&A at their 11/4/24 meeting. In addition, the Town Administrator is holding a public hearing on the Special Town Meeting Warrant and the Planning Board is requested to participate to answer questions about the zoning bylaw Articles. We have posted that meeting as a Planning Board meeting so that a quorum of the Board may be present for discussion.

Action Needed: Respond to questions from the public.

AGENDA ITEM #6 Approval of Report to Town Meeting for Zoning Bylaws – Article 9, 10, 11, 12

Draft Report to Town Meeting online here: [Planning-Board-Report-to-Town-Meeting---Articles-9-10-11-12](#)

A draft report was shared with the Board at the last meeting, and a few minor edits made in response to comments from the board. The proposed amendments and new bylaws include the following:

- 255-31 Flexible Development Bylaw Amendment
- 255-47 Multifamily and multiple dwellings Amendment
- 255-95 Common Drive NEW Bylaw
- 255-96 Common Open Space NEW Bylaw

Action Needed: Discuss draft report and vote to approve report.

AGENDA ITEM #7 Planning & Conservation Department Report on Planning Projects and Development Updates

A. Next Planning Board Meetings and Other Important Dates

Planning Board typically meets the 2nd and 4th Mondays of the month.

10/29/24	Special Town Meeting Warrant Public Hearing and TA Review of Articles Council on Aging, Multipurpose Room Hybrid Meeting
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	6:30 PM
11/4/24	
11/13/24	Special Fall Town Meeting
11/14/24	Community Forum #3 – Route 202/33 Corridor Rezoning 6-8pm @ South Hadley Public Library, 2 Canal Street
11/25/24	
12/2/24	
12/9/24	
January – 1/13 & 1/27/25	February – 2/10 & 2/24/25
March – 3/10 & 3/24/25	April – 4/14 & 4/28/25

B. Route 202/33 Corridor Rezoning Project

Project website: <https://community.innesassocltd.com/south-hadley>

[Route 202 & 33 Corridor Re-Zoning | South Hadley, MA - Official Website](#)

Next Forum #3 – Thursday, November 14th at 6-8 PM
South Hadley Public Library – in person

We are still requesting site specific comments from the public on the project’s interactive web map (see below). Let’s us know your thoughts about sites that are good candidates for new uses/change of use/redevelopment; open space that should be preserved or used as a park; traffic and circulation concerns for vehicles, pedestrians and cyclists; and locations for paths/trails that would facilitate connectivity throughout the neighborhood.






Recording of Forum #2 is online here: [Rt 202/33 Rezoning Community Forum #2: 10/16/2024 on Vimeo](#)

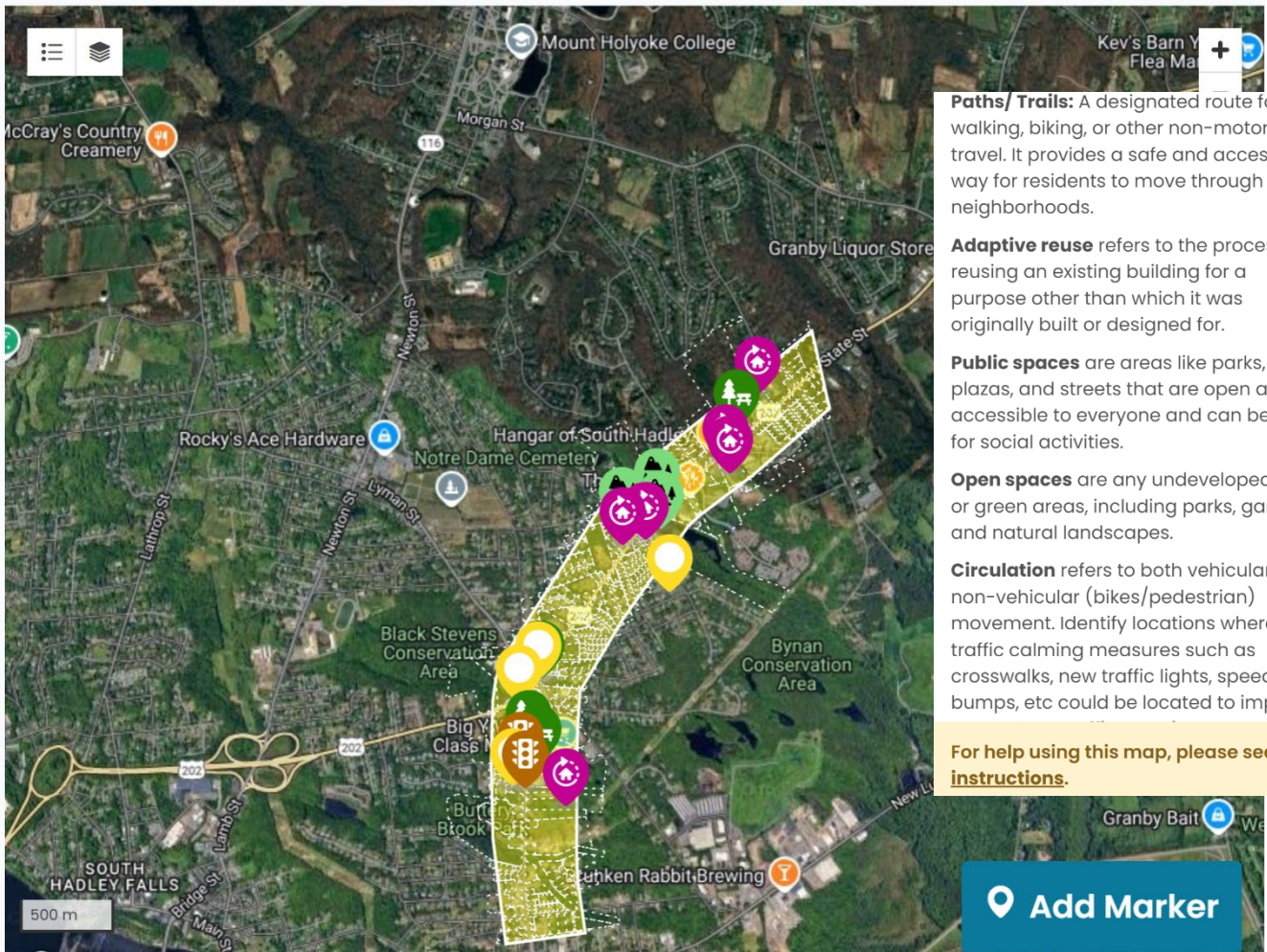
Open

Show us what you would like to see on the Corridor!

Click on the "Add Marker" tab, place the marker of the relevant category, and answer the questions!
To view the definitions of the terms, click on the (i) symbol next to the address bar.

19 contributions so far



Paths/ Trails: A designated route for walking, biking, or other non-motorized travel. It provides a safe and accessible way for residents to move through neighborhoods.


Adaptive reuse refers to the process of reusing an existing building for a purpose other than which it was originally built or designed for.

Public spaces are areas like parks, plazas, and streets that are open and accessible to everyone and can be used for social activities.

Open spaces are any undeveloped land or green areas, including parks, gardens, and natural landscapes.

Circulation refers to both vehicular and non-vehicular (bikes/pedestrian) movement. Identify locations where traffic calming measures such as crosswalks, new traffic lights, speed bumps, etc could be located to improve

For help using this map, please see the [instructions](#).

 **Add Marker**

Can't make it to the Forums?

Scan for our interactive
project site and stay engaged
throughout the process!



<https://community.innesassocltd.com/south-hadley>

Routes 202/33 Corridor Zoning Amendments



YOUR voice matters - please join us!

COMMUNITY FORUMS

01 16TH SEPTEMBER, 2024 *Monday*
6:00 - 8:00 pm

*South Hadley Council on Aging
45 Dayton Street*

02 16TH OCTOBER, 2024 *Wednesday*
6:00 - 8:00 pm

*Virtual via Zoom
Join the webinar:*



<https://bit.ly/4fPZM9P>

*Or Telephone: +1 646 558 8656
Webinar ID: 883 0895 6522
Passcode: 713870*

03 14TH NOVEMBER, 2024 *Thursday*
6:00 - 8:00 pm

*South Hadley Public Library
2 Canal Street*

04 16TH JANUARY, 2025 *Thursday*
6:00 - 8:00 pm

*South Hadley Public Library
2 Canal Street*

C. Master Plan Annual Forum

REGISTRATION IS OPEN!

**Master Plan Implementation Annual Forum
Diversity, Equity Inclusion and Leadership Training**

Friday, October 11, 2024

8:45 am – noon

South Hadley Public Library, 2 Canal Street

Registration Link: <https://forms.gle/Zf5w71NiDSACcQx6A>

One member from each Town department, board, committee and commission tasked with Master Plan Implementation should attend. Food will be served.

**Guest Speaker - Bird Guess, President and CEO
Racial Equity Group
<https://racialequitygroup.com/>**

Homeless after high school, Bird Guess built a quarter million-dollar business from the trunk of his car. For over a decade, Bird has designed and delivered innovative training strategies on diversity, equity, inclusion and leadership, becoming a world-renowned management trainer. Bird currently serves as Founder and CEO of The Racial Equity Group, a boutique management training firm that provides advisory services to public and private sector organizations, as well as *Fortune 100* Best Companies to Work For, including Texas Instruments, QuikTrip, United States Army, and others. His areas of expertise include conducting Racial Equity audit assessments, advising executives on diversity and inclusion strategies, designing and delivering Racial Equity training curriculum, integrating equity into organizational policies and practices, and ultimately making Racial Equity standard operating procedure. He is also the best-selling author of *Lead Like Water: Many Can Manage, Few Can Lead*.

Attendees are strongly encouraged to watch the 90-minute background training webinar prior to the Master Plan Forum. The webinar and presentation slides are available at: <https://southhadley.org/1446/DEI>

2020 Master Plan
<https://www.southhadley.org/1277/2020-Master-Plan>

AGENDA ITEM #6 Other New Business (topics which the Chair could not reasonably expect to be discussed/considered as of the date of this notice)

Associate Planning Board Member Vacancy

An application for this position has been submitted. I have been informed that additional applications may also be forthcoming. Therefore, Administration has set a deadline of 10/24/24 for applications, and thereafter would like to schedule a joint meeting to make an appointment. Please check your calendars for the following Tuesdays on 11/12, 11/26 and 12/3. I will also add discussion and interviews with interested candidates to the Planning Board agenda on 10/28 and/or 11/4 so the Board has time to discuss and make a recommendation prior to the Selectboard meeting.

Fwd: Online Form Submittal: Application for Appointment to Board, Commission, or Committee

1 message

Kristin Maher <kmaher@southhadleyma.gov>

Tue, Oct 15, 2024 at 3:30 PM

To: Anne Capra <acapra@southhadleyma.gov>, Colleen Canning <ccanning@southhadleyma.gov>

FYI!

Thank you,
Kristin Maher
Executive Assistant to Administration
Town of South Hadley
(413) 538-5030 ext 6135



----- Forwarded message -----

From: <noreply@civicplus.com>

Date: Sat, Oct 12, 2024 at 11:02 AM

Subject: Online Form Submittal: Application for Appointment to Board, Commission, or Committee

To: <sgmeiner@southhadleyma.gov>, <kmaher@southhadleyma.gov>, <ljacobs@southhadleyma.gov>, <zingram@southhadleyma.gov>

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

Before the Selectboard or other appointing authority makes appointments, they would like to know a little about you and why you feel you could contribute to the board or committee. Please take a few minutes and complete the brief expression of interest information below and click submit to send your application for consideration.

Please Note: *When submitting online, when you click the "submit" button you are agreeing to read a copy of the Massachusetts General Laws Chapter 268A "Conflict of Interest" provided by the Town Clerk, if appointed, and to the best of your abilities agree to abide by the provisions of the statute. You may receive a phone call to confirm your interest in the appointment.*

Choose up to TWO From the Other
Following

List your board or committee choices here in the order of preference. If you selected "Other" above, please indicate which board or committee to which you wish to apply.

Please give any details regarding your interest in this appointment.

Planning Board

I am very interested in sitting on the Planning Board. I am already involved in the Town of South Hadley, so I am excited by the prospect of serving the Town in another way. Additionally, I majored in civil engineering in college and currently work as a transportation engineer, so I feel well suited to contribute to the Planning Board with my technical skills. I am also interested in learning more about the general function of local government.

Please Provide the Following Information

Name	John
Email	jparenteau428@gmail.com
Address1	64 San Souci Drive
Address2	<i>Field not completed.</i>
City	South Hadley
State	Massachusetts
Zip	01075
Primary Phone	4138852015
Alternate Phone	<i>Field not completed.</i>
Cell Phone:	<i>Field not completed.</i>

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in town government?	Yes

If yes, please list the board(s), commission(s), or committee(s) on which you serve(d), and the dates of service for each.	Master Plan Implementation Committee, November 2023 - Present Zoning Board of Appeals, November 2023 - Present
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	In my profession, I am a civil engineer, specializing in transportation and traffic engineering. I am able to understand technical engineering documents, such as traffic impact studies. I am also currently involved in the Town of South Hadley on the Master Plan Implementation Committee and the Zoning Board of Appeals.
Please list any additional information you think may be helpful in reviewing your application.	None.
How did you learn of the vacancy you are applying for?	Another Resident
If you indicated another resident or other above, please provide the resident's name or provide additional details.	Nate Therien
Upload a Letter of Interest	SH Committee Application.pdf

Email not displaying correctly? [View it in your browser.](#)

John Parenteau
64 San Souci Drive
South Hadley, MA 01075
iparenteau428@gmail.com
(413) 885-2015
12 October 2024

South Hadley Town Hall
116 Main Street
South Hadley, MA 01075

To whom it may concern,

I am strongly interested in serving on the Planning Board. With my experiences as a civil engineer and life-long resident of the Town of South Hadley, I am excited by the prospect of serving my community in a new, important way.

Throughout my two-year long career as a Civil Engineer, I have gained valuable experience in planning and designing private commercial developments and roadway infrastructure projects. Working on these types of projects and seeing the impact of them have opened my eyes to the unique challenges and opportunities faced by the surrounding communities.

I am particularly drawn to the positions of Planning Board Member because it offers the chance to shape the future of the Town of South Hadley with my fellow residents. My ability to analyze complex problems and develop practical solutions will be assets in this role.

I am already part of the Master Plan Implementation Committee and an associate member of the Zoning Board of Appeals. I have enjoyed serving on both of these committees/boards, and I look forward to serving the Town of South Hadley in a new way on the Planning Board.

Thank you for considering my application.

Sincerely,

John Parenteau

**SOUTH HADLEY PLANNING BOARD
LIST OF CORRESPONDENCES
OCTOBER 28, 2024 REGULAR MEETING**

Letters and Memos

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Legal Notices

Amherst

- Notice from the Amherst Historic District Commission for a public hearing on October 21 to consider the following requests: 1) approval of lighting, mechanical and electrical features for a new single-family structure at 68 McClellan Street; and 2) replacement of exterior egress staircase and other changes at 36 Triangle Street.
- Notice from the Amherst Zoning Board of Appeals for a public hearing on October 24 to consider a special permit for a recreational marijuana retailer at 328 College Street.
- Notice from the Amherst Planning Board for a public hearing on October 30 to consider amendments to the Zoning Bylaw by adopting the University Drive Overlay District.

Chicopee

- Notice from the Chicopee Planning Board for approval of a waiver from frontage to allow construction of a 2-family house on Montgomery Street.

Granby

- Notice from the Granby Board of Appeals for decision finding that the Board lacked the authority to act on a petition filed by an abutter to 145 Harris Street, the subject property of a previously issued special permit for special event venue use.

Hadley

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Holyoke

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