

Background Materials – October 20, 2025 – Planning Board Meeting

Prepared by Anne Capra, Director of Planning and Conservation, 10/17/25

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

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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

Planning and Conservation Coordinator Colleen Canning will forward correspondence separately, if not attached.

Action Needed: No action needed.

AGENDA ITEM #4 298, 300 and 302 Newton Street ANR

Plan online: [//server/Redirected\\$/mannis/My Documents/3963-MO 11 ANR ANR REVISED](https://server/Redirected$/mannis/My Documents/3963-MO 11 ANR ANR REVISED)

Landowner Joe Marois is seeking endorsement of the ANR plan that combines three (3) adjacent parcels under his ownership into one. The parcels are in the Business A-1 zoning district. These parcels include Carey's Flowers/Ben and Meg's Garden Center and a single-family dwelling.

The Board reviewed a previous draft of this ANR plan on 9/15/25, and was advised by Town Counsel to request changes to the illustration of parcel lines for both existing and proposed to be dissolved. The applicant's surveyor has revised the plan based on that guidance.

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The ANR as proposed creates a 3.85-acre landlocked parcel (Parcel 1A), and a 2.09-acre parcel with frontage on Newton Street (Lot 1). Because Parcel 1A is landlocked, and does not have adequate frontage for development, the notation “Not a buildable lot without further zoning relief” has been added.

Other criteria for ANR endorsement:

1. Type of Way: Newton Street, also known as State Route 116, is a public way owned and maintained by MassDOT. Therefore, this standard is met.
2. Minimum frontage requirements for the zoning district: The minimum frontage required for the Business A-1 district is 125'. The proposed ANR provides 267.95' of frontage. Therefore, this standard is met.
3. Vital access: The combined frontage will not alter access to Newton Street, a publicly owned and maintained way. Parcel 1A, although without frontage on Newton Street, is to be combined with other land owned by Joe Marois located at 152 Newton Street, with frontage. Therefore, this standard is met.

Action Needed: Discuss proposed ANR, motion to endorse the ANR, and sign the ANR.

Recommended Motion: I move to endorse the proposed ANR for Assessor's parcels 17-18, 17-19 and 17-20.

6:30PM Public Hearing Continuation

AGENDA ITEM #5 506 Granby Road – Apartment Community – Site Plan Review and Stormwater Permit Public Hearing

Application and plans online: [Granby Road \(506\) - 7 Duplex \(14 Unit\) Townhouse Development | South Hadley, MA - Official Website](#)

SAI Shyam, Inc., owner of the 4.02 +/- site at 506 Granby Road (Assessor's Map 32, Parcel 52), is seeking site plan approval to develop 14 dwellings, comprised of 7 detached duplexes constructed as townhomes, on the southerly portion of the site to be accessed by Conti Drive. The site is fully within the Business A-1 zoning district, and also includes Liquor Town, a commercial store and parking lot along the Granby Road frontage. Concurrent with the Site Plan Review application, they have submitted a Stormwater Management Permit and a Notice of Intent to the Conservation Commission. The application states that the approximately 800 SF units will be rental units. Each duplex is designed with a walkout basement in the rear, and two upper-level floors for living space. The housing units surround centralized parking area that has a stormwater infiltration chamber underneath it.

Due to shallow depth to groundwater on the site (approx. 3' below grade), the project proposes to build all components above grade. Beginning at Conti Drive on the south side of the culvert at an intermittent stream, the road elevation would be re-designed with a hump such that the base elevation would be raised approximately 3 feet to the proposed driveway to the housing development, and then graded back down to the existing elevation as the road continues south to the other lots at the rear. These lots have commercial tenants – Pages' Automotive and a landscaping company. The elevation within the driveway and parking lot continues to be elevated to approximately 8' above grade. The duplexes encircle the raised central parking lot thereby necessitating walkout basements in the rear of the units. Between the duplexes, the ground is steeply sloped and proposed to be vegetated with grass.

Applicable Bylaws and Regulations for Planning Board Review:

- **Site Plan Review** [Town of South Hadley, MA Site Plan Review](#)

- **Business A-1 Amendment (ATM May 2024)** – *NOTE: Bylaw and regulation amendments are only incorporated into Ecode once per year through the Town Clerk’s Office. The update for bylaws/regulations adopted since May 2023 are currently underway. Therefore, the Town Clerk has advised that the public rely on the Report to Town Meeting related to the Business A-1 amendment. Refer to Attachment B on page 8 of the following report:*
[Article-27---Planning-Board-Report-to-Town-Meeting---Business-A-1-Zoning-Amendment-rev](#)
- **Business A-1 Design Guidelines** [PowerPoint Presentation](#)
- **Chapter 200 Stormwater Management** [Town of South Hadley, MA Stormwater Management](#)
- **Chapter 360 Subdivision Regulations** [Town of South Hadley, MA Subdivision Regulations](#)

Peer Review Report

Peer review has been completed and the report is online: [Peer-Review-Report---BETA--10172025](#)

The peer reviewer is unable to attend the 10/20/25 meeting but will be in attendance at the meeting on 11/10. This will provide the applicant time to review and respond to their comments ahead of that meeting.

The Conservation Commission has continued their public hearing on this project until 11/19. As noted, I recommend the Board does not take final action until the Commission has issued an Order of Conditions.

Department Comments

Building Commissioner – Jason Forgue

The decks would be part of the building footprint in my opinion (regardless of level) and thus not allowable in my opinion due to the setback violation. Patios in the setback would be permissible.

Police – Chief Gundersen

I have reviewed the traffic analysis report regarding 506 Granby Rd and have no concerns.

SHELD – Matt Delmonte

The plan calls for removal and relocation of the existing electric pole line servicing customers at 1 & 2 Conti Drive. SHELD has concerns related to the cost and resource impacts associated with this relocation.

Fire District 1 Water – Jeff cyr

I have been in contact with both applicants as well as the engineer for the Granby Road Project, who has been very receptive to our suggestions regarding the water main arrangements. We fully support both of these projects and hope they get underway soon

Conservation Administrator – Rebekah Cornell

1) This project has submitted a Notice of Intent requesting an Order of Conditions from the Conservation Commission. Public hearing opened 9/17 and is under peer review; continuation scheduled for 11/19/25.

2) Minimal trees are proposed in the site plan, with almost none proposed between the new development and the existing residential abutting property. I do not recommend approving the landscaping plan as proposed and suggest a strong planting plan should be submitted with trees/shrubs all appropriate for the planting locations.

DPW – John Broderick

Conti Drive was constructed to Town specifications in 1992, as a private drive, with no Town responsibility regarding infrastructure or roadway maintenance, including the sanitary, storm, culvert, paving, and snow and ice. It is assumed that this private status will continue. The current sanitary sewer is 8" from Granby Road to the manhole installed before the culvert. The existing culvert is a twin 18" ductile iron pipe install, with gabion basket headwalls, due to the shallowness, and the structural need. This culvert has performed as designed since install in 1991. These infrastructures are adequate to handle this project, as well as additional future projects on the Conti Drive parcel. Current traffic volume

concerns regarding the Rt. 202 roadway, and adding another sizable development, will only add to the current issues.

Historical Commission, Bob Judge

No comments on this project.

FD1 – Captain Jay Houle

Fire District 1 has no concerns or comments on this project.

Action Needed: Discuss the peer review report; accept public comment; discuss other project details; consider conditions for approval, motion for issuance of Special Permit and Stormwater Management Permit.

**I do not recommend issuing a Special Permit and Stormwater Management Permit until after the Conservation Commission’s final review and approval. Their public hearing is continued until 11/19.

AGENDA ITEM #6 Discussion Authorization of Peer Review 136 East Street - Stormwater Management Permit

Application online: <https://www.southhadley.org/1512/East-Street-136---Flexible-Development>

Public hearing scheduled for 11/10/25.

We have received an application for a 14-unit Flexible Development Special Permit at 136 East Street. The project has also filed a Stormwater Management Permit as well as a Notice of Intent with the Conservation Commission. I am requesting that the Board enact their right under MGL c.44 Sec. 53G to employ an outside consultant to conduct a technical peer review of the stormwater management system. If so approved, I will seek price quotes from the the two firms awarded peer review contracts under the RFP process conducted in August 2025.

Action Needed: Authorize the Director of Planning and Conservation to solicit quotes for stormwater peer review services from the two firms under contract for such services.

Recommended Motion: *Move to authorize the Director of Planning and Conservation to solicit quotes for stormwater peer review services for the Flexible Development at 136 East Street, and enter into contract with the firm with the lowest price proposal for the services requested.*

AGENDA ITEM #7 Consider Winter Meeting Schedule and Virtual Format

Board members have expressed an interest in transitioning to a fully virtual meeting format through the Winter months. The Board needs to make a decision about this so that we can provide adequate public notice. The Board is scheduled to meet 12/22. Depending on holiday travel plans, the Board may want to initiate the virtual meeting format this week, and possibly through March.

Action Needed: Discuss winter meeting schedule and meeting format; vote to affirm schedule and format.

AGENDA ITEM #8 Subdivision Regulations Update Discussion

The Board will resume review and discussion of updating the Subdivision Regulations. I do not anticipate there being enough time tonight to get into much discussion.

AGENDA ITEM #9 Planning & Conservation Department Report on Planning Projects and Development Updates

Route 202/33 Corridor Rezoning – Town Meeting 11/5/25 Warrant Articles

Public Info Session:

Monday 10/20/25 @ 5-6pm, Senior Center Multipurpose Room & Zoom

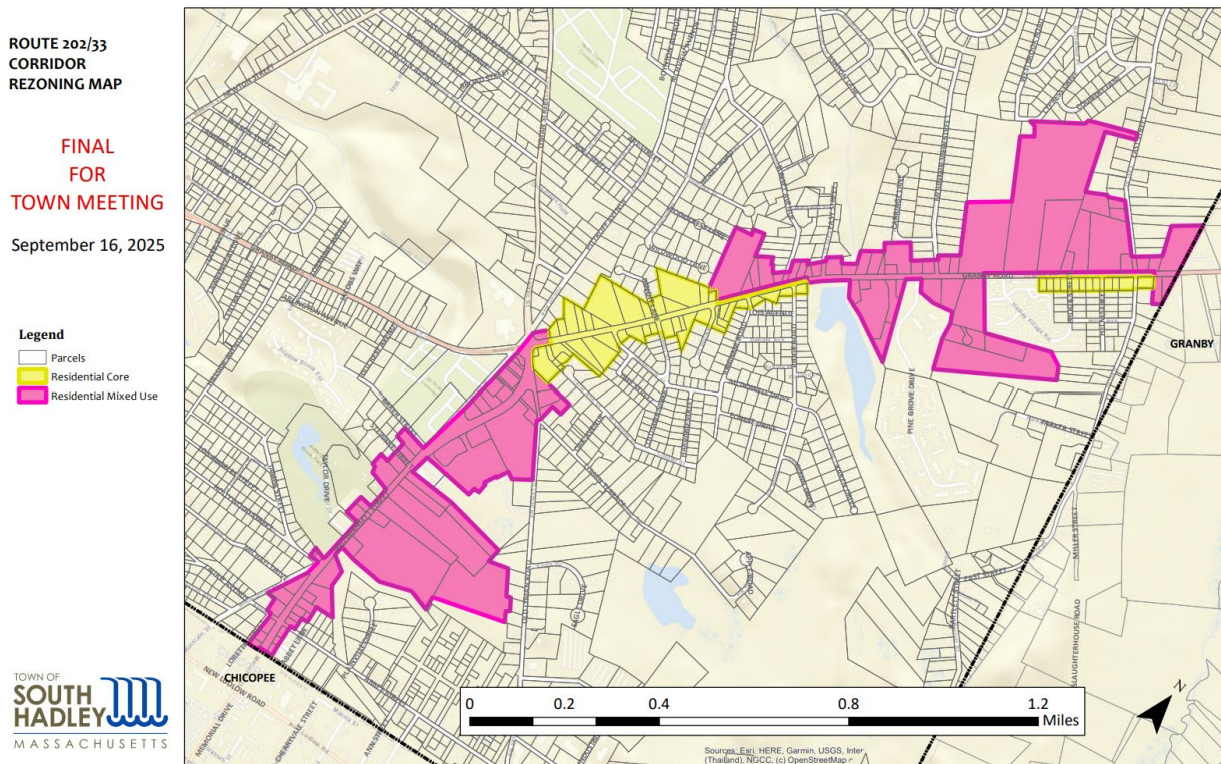
Agenda and Zoom Link: [Information-Session---Route-20233-Corridor-Rezoning---102025--5PM](https://southhadley.org/1400/Route-20233-Corridor-Rezoning---102025--5PM)

The Director of Planning and Conservation will host an info session on the proposed rezoning of the Route 202/33 Corridor. There will be a brief presentation on the zoning proposal followed by an open Q&A with the public.

Route 202/33 Rezoning Report to Town Meeting:

[Route 202 & 33 Corridor Re-Zoning | South Hadley, MA - Official Website](https://southhadley.org/1400/Route-20233-Corridor-Re-Zoning)

Project website: <https://southhadley.org/1400/Route-20233-Corridor-Re-Zoning>



Upcoming Meetings

November 5th	Special Fall Town Meeting
11/10	<ul style="list-style-type: none"> • 506 Granby Road SPR and Stormwater Permit – Public Hearing Continuation • 11 Brockway Lane – ADU SPR - Public Hearing • 136 East Street – Flexible Development Special Permit & Stormwater Management Permit • Town Meeting Recap • Subdivision Regulations Update Discussion

11/24	<ul style="list-style-type: none"> • 27 Ludlow Road SPR – Public Hearing Continuation • 180 Willimansett Street Special Permit Hearing – Used Car Sales • Subdivision Regulations Update Discussion • Floodplain Bylaw Update – Introduction
12/8 <i>Nate absent</i>	
12/22	
1/12/26	<ul style="list-style-type: none"> • Subdivision Regulations Public Hearing (??)

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

No additional business has been submitted to me as of the date of this notice.

**SOUTH HADLEY PLANNING BOARD
LIST OF CORRESPONDENCES
OCTOBER 20, 2025 REGULAR MEETING**

Letters and Memos

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Legal Notices

Amherst

-

Chicopee

- Notice from the Chicopee Planning Board for filing decision of approval for a waiver of frontage to create a new single-family building lot from 100 Beaumont Ave.

Granby

- Notice from the Granby Planning Board for a public hearing on October 20 to consider Site Plan Approval to renovate the former West Street School to provide central location for municipal activities.

Hadley

- Notice from the Hadley Planning Board for a public hearing on October 21 to consider a special permit and site plan review for dual use agriculture/solar array at 88 Shattuck Road and a special permit and site plan review for a dule use agriculture/solar array at 415 River Drive Road.

Holyoke

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