

Background Materials for December 12, 2016

Agenda Items #1 through #10

Agenda Item #1 – Minutes

I have distributed the minutes of the November 28, 2016 Planning Board meeting and public hearing – a copy is attached.

ACTION NEEDED: Review, edit and approve the minutes.

Agenda Item #2 – Bills and Correspondence

A list of the bills and correspondence is attached for your information. The only bill due was for Turley publications for the notice of the December 12th public hearing. Due to the time constraints, we processed the bill for payment. The Planning Board should ratify the payment.

ACTION NEEDED: Review the list of correspondence and ratify the payment of the bill.

Agenda Item #3 – Public Hearing – General Code codification of Zoning Bylaw

As we have previously discussed, General Code Corporation has undertaken a codification of the Town's General Bylaws and Zoning Bylaws as well as various regulations. In undertaking this codification, they have also updated some of the provisions of the Bylaws. A summary, section by section outline of changes which have been made and the complete Final Draft (December 2016) of the Code are posted on the Town's website at the following links:

Bylaw Changes Summary:

<http://ma-southhadley.civicplus.com/DocumentCenter/View/2338>

December 2016 Final Draft:

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2313>

The Zoning Bylaw is codified in Chapter 255 of the draft code. Accordingly, changes to the Zoning Bylaw begin on page 9 of the Summary Changes document. The Zoning Bylaw begins on page 141 of the Final Draft of the General Code. The Zoning Bylaw is followed by 5 attachments related to the Zoning Bylaw, the last four of these are items adopted by the Planning Board as administrative rules.

While there is question whether the Planning Board must hold a public hearing on the codified Zoning Bylaw, Town Counsel Ed Ryan and I agreed that it would be best to have the Board hold such a hearing. Accordingly, the public hearing has been advertised for Monday, December 12, 2016 at 7:00 p.m. A copy of the public hearing notice is posted at the following link:

<http://ma-southhadley.civicplus.com/AgendaCenter/ViewFile/Agenda/12122016-2049>

ACTION NEEDED: Conduct the public hearing.

Agenda Item #4 – Recommendations – General Code codification of Zoning Bylaw

Town Meeting is anticipated to want the Planning Board's recommendation on the codified Zoning Bylaw. I think the organization and integration with the rest of the Town's Bylaws and

rules and regulations will enhance everyone's ability to find the codes that apply to a particular topic as well as updating the Bylaws to fit in today's regulatory environment.

ACTION NEEDED: Recommendation as to adoption and any changes which are appropriate. I would note that this is a codification and is not the place for substantive new bylaws.

Agenda Item #5 – Adoption of Codified Subdivision Regulations

As part of the General Code Corporation codification of the Town's Bylaws and Regulations, they have also codified the Subdivision Regulations. Since these are regulations adopted by the Planning Board and not Town Meeting, the Planning Board needs to take action to adopt the codified regulations. Suggested language for such action is below:

The Planning Board hereby adopts the regulations as codified and renumbered and as set forth in Division 2, Chapter 360, of the December 2016 Draft of the Code of the Town of South Hadley. These regulations shall be considered the currently effective regulations of the Planning Board for all intents and purposes.

ACTION NEEDED: Adoption of the regulations as codified. This action will confirm that the regulations are in effect as drafted.

Agenda Item #6 – Adoption of Codified Planning Board Rules & Regulations and Fee Schedule

We have customarily included the following Appendices in the Zoning Bylaw "booklet":

- Appendix A – Illustrations Type 1-4 –Flag Lots
- Appendix B – Rules and Regulations for Site Plan Review
- Appendix C – Rules and Regulations for Application Review Fees (Special Municipal Accounts)
- Appendix D – Planning Board Fee Schedule
- Appendix E – Application and Rules and Regulations for Special Permits

Only Appendix A is incorporated into the Zoning Bylaw itself (there is a specific reference in the Flag Lot requirements in the current Section 7(O) of the Zoning Bylaw to Appendix A). The other four appendices are NOT part of the Zoning Bylaw – the Planning Board adopts those Rules and Regulations and the Fee Schedule by its own action.

Again, as part of the General Code Corporation codification of the Town's Bylaws and Regulations, they have also codified all of these appendices. They are included as Attachments 4, 5, 6, and 7 to Chapter 255 and begin on page 299 of the Final Draft (December 2016) of the Code are posted on the Town's website.

Since these are regulations/schedule adopted by the Planning Board and not Town Meeting, the Planning Board needs to take action to adopt the codified regulations. Suggested language for such action is below:

The Planning Board hereby adopts the regulations and fee schedule as codified and renumbered and as set forth as Attachments 4, 5, 6, & 7 to Chapter 255 of the December 2016 Draft of the Code of the Town of South Hadley. These regulations and fee schedule shall be considered the currently effective regulations and fee schedule of the Planning Board for all intents and purposes.

ACTION NEEDED: Adoption of the regulations and schedule as codified. This action will confirm that the regulations and schedule are in effect as drafted.

Agenda #7 – Priorities for Zoning Bylaw Amendments for 2017

There have been suggestions of a number of different Zoning Bylaw amendments and other bylaws for consideration in 2017. However, we have limited resources. Therefore, I would like to ask the Board to provide some input as to priorities it would like to see put forward. Among the items which have been suggested are:

- Domesticated pets – Zoning Bylaw amendment
- New 40R Districts – Zoning Bylaw amendment
- Sign Regulations – Zoning Bylaw amendments and potential General Bylaw amendment
- Solar Electric Development – Zoning Bylaw
- Design Review – Zoning Bylaw or General Bylaw

I anticipate we can obtain some assistance through the PVPC for the 40R Districts. I am also optimistic that I can utilize a student intern to assist with the research and development of the Solar Electric Development and Domesticated Pets amendments.

In addition to the above issues, I am intending to proceed with the revisions to the Subdivision Regulations and some of the other Planning Board adopted regulations in 2017. With limited resources and time, some prioritization is essential.

ACTION NEEDED: No action required. However, it would be helpful for the Board to identify what it sees as priorities.

Agenda Item #8 – District Local Technical Assistance Request

The Pioneer Valley Planning Commission has issued an invitation for District Local Technical Assistance requests. The deadline for submittal is January 6, 2017. Given the status of the Housing Production Plan, I think it is vital that we utilize this resource to further efforts to establish the regulatory structure necessary to accommodate work force housing. With the defeat of the CPA, it would appear that 40R districts may be our only opportunity to shape how the community meets the work force housing needs. I think the DLTA program can assist us developing one or more 40R districts which could be an effective tool to achieving the HPP goals.

ACTION NEEDED: Authorize submittal of the DLTA request for Smart Growth Districts.

Agenda Item #9 - Development Update and Planner's Report

I will provide a report on the following items:

a. Development Report

- **Newton Street Duplex (383 Newton Street)** – (no change – no application has been submitted).
- **Mountainbrook Street Acceptances** (no change)
- **Rivercrest Condominiums** – (no change)

b. Other Projects

- **Urban Renewal Plan and Redevelopment Authority.** (To be discussed at the January 9th meeting. To date, I have not received any updated draft plan; nor has there been any notice of the Advisory Committee meeting which was to be scheduled for December 14, 2016)
- **Housing Studies.** (The Housing Production Plan is to be transmitted to the Selectboard and a request for a January hearing by the Selectboard and subsequent authorization to submit the plan to DHCD for approval, The PVPC is working on the multifamily development study, a contract extension through June 30, 2017 was recently signed by the Town Administrator upon my recommendation)
- **Complete Streets Program Participation.** (I am waiting for MassDOT to approve the Technical Assistance grant request. They may be reducing the amount of the funding to be provided to recipients.)
- Participating in the Regional Valley Bike Share planning process with the Town Administrator
- Participating with the Bike/Ped planning process.
- Participating in the “Team Hampshire” economic development coordinating effort – an informal process among several of the cities and towns in Hampshire County
- Permitting Guide.
- General Code. (To be discussed under agenda items 3, 4, 5, & 6 above)
- **Health Impact Assessment.** (To be discussed at a future meeting)
- **Chapter 43D Expedited Permitting.** (Due to a personnel change at the State, the application for designation is pending but the Review Board has not had an opportunity to meet and act on any applications in recent months.)
- **Know Your Town Forum on Open Space.** (Met with a representative of KYT which is planning a forum on open space in the Town.)

c. Workshops/Training Opportunities

None at the present time.

Agenda Item #10 – Other New Business

I have included this agenda item for Board members to bring up new items (for discussion and future consideration) that are not on the agenda and which the Chair could not reasonably expect to be discussed/considered as of the date which the agenda was posted.

SOUTH HADLEY PLANNING BOARD REGULAR MEETING

MINUTES OF NOVEMBER 28, 2016

Draft – Draft

Present: Jeff Squire, Chair; Brad Hutchison, Member; Melissa O’Brien, Member; Joan Rosner, Clerk; Larry Butler, Associate Member; Mark Cavanaugh, Vice-Chair (arrived at 6:34 p.m.); and Richard Harris, Town Planner

Mr. Squire called the meeting into session at 6:31 p.m.

Since all the members are not present, Mr. Squire stated that the Board will proceed with the minutes and then the Bills & Correspondence.

2. Minutes

a. November 14, 2016 Planning Board meeting minutes

Mr. Harris referenced the draft minutes which he had previously distributed. The Board members reviewed the draft minutes.

Motion - Ms. Rosner moved and Ms. O’Brien seconded the motion to approve the November 14, 2016 Planning Board Meeting minutes as submitted. The Board voted **Four (4)** out of **Four (4)** members present in favor of the motion.

(Mr. Cavanaugh arrived at 6:34 p.m.)

b. November 14, 2016 Public Hearing (Bock Flag Lot SP) minutes

Mr. Harris referenced the draft minutes which he had previously distributed. The Board members reviewed the draft minutes.

Motion - Ms. O’Brien moved and Ms. Rosner seconded the motion to approve the November 14, 2016 Planning Board Public Hearing (Bock Flag Lot SP) minutes as submitted. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

3. Bills and Correspondence

Mr. Harris referred to a list of correspondence and a list of additional correspondence which was distributed to the members and noted that the correspondence folder is on the front table. He also stated that there are no bills to be paid at this time.

1. Discussion and consideration of the South Hadley Urban Renewal Plan

Frank DeToma, Chair of the Redevelopment Authority reviewed the status of the Plan and scheduled meetings noting that the Authority is to meet on December 5th and will schedule an Advisory Board meeting – likely for December 14th. The consultant, Kathy McCabe is to provide a more fully formed plan before December 14th. This revised plan will be provided to the Planning Board members as well.

There was a comment/question as to the Planning Board's role. It was noted that, by statute, the Board's role is limited to making two fairly innocuous findings

Ms. O'Brien noted that Mr. Harris had submitted a number of comments on the draft plan previously. She inquired as to the status of changes made in relation to those comments. Mr. Harris stated that the most recently revised plan which he saw addressed some of those comments but did not address many others. He noted the plan still calls for adoption of an Inclusionary Zoning Bylaw which the Planning Board spent several years attempting to develop but concluded it would not be useful for South Hadley at this time.

Mr. Harris also noted that the Authority's consultant made a comment about a 5 acre agricultural business zoning requirement being an example of the Town not being friendly for business – this is something he didn't understand. However, he suggested the Inclusionary Zoning Bylaw would be significant detriment to residential development – it would require developers to down size developments to avoid the requirement or not develop at all. He questioned how Inclusionary Zoning Bylaw is connected to the objectives of the Redevelopment Authority and the Redevelopment Plan.

Frank DeToma commented that the Authority saw Inclusionary Zoning as a way to obtain funding for affordable housing development. However, he has also talked with Mr. Harris and is now more aware of the Planning Board's extensive work on this topic and the complex issues that it raises.

There was further discussion about the work that the Planning Board has undertaken on Inclusionary Zoning. Mr. Harris noted that Amherst has had Inclusionary Zoning for over 30 years but has yet to have any units developed under the provisions. He suggested that Inclusionary Zoning works well in "hot markets" where developers will do anything to get approval or in markets which are at or above 10% affordable housing (as measured by the State).

Mr. Hutchison inquired as to whether Hadley has an Inclusionary Zoning Bylaw. It was determined that they do have such a bylaw but it was also noted that they are also at or above 10% and they are not encouraging housing development.

Mr. Cavanaugh inquired about the financing component of the plan including who in the Town would be responsible for reviewing the financing of the plan – Capital Planning, Appropriations, etc.? He noted that the consultant had provided some information on some potential sources.

Frank DeToma commented that Kathy McCabe has done many of these plans and is familiar with how to obtain the funding required. This is a 20-year plan that will take considerable effort including some Town funding.

Mr. Harris noted that, in Massachusetts, DHCD closely scrutinizes such plans before granting approval. They evaluate the financial feasibility and realistic assumptions of the

plan. There is not a Town entity that is given statutory responsibility for such scrutiny – that rests with DHCD; although one can assume local Boards and departments with financial oversight will also question and scrutinize those aspects. He also noted that the Redevelopment Authority has independent authority to apply for grants and other financing although it is unrealistic to expect that they could obtain private funding until they are successful in developing assets using municipal and grant funding resources.

There was further discussion regarding the Inclusionary Zoning recommendation and the financing element of the plan.

Mr. Squire asked if there were further comments or questions. There being none, he thanked Frank DeToma for coming and stated the Board looked forward to reviewing the full plan.

8. Discussion of Bylaw amendments for Special Town Meeting

Mr. Harris stated that the Town Administration is going to take the codification of the Town's Bylaws and Regulations to the Special Town Meeting. He noted that there were some changes in the definitions section and noted two changes, they had proposed a change to the SHFSGD but he has received assurance that change will be reversed in a revised draft, and there is a proposal to delete the consent of the abutters in the "Conversion of one family to two family dwelling" section. While it is questionable whether the Planning Board must hold a public hearing on the Zoning Bylaw codification, Mr. Harris and Town Counsel Ed Ryan agreed that they should err on the side of caution and hold such a hearing. Town Counsel has approved the notice and the public hearing has been advertised and posted for the December 12th Planning Board meeting. Additionally, Mr. Harris stated that he will include an item on the December 12th meeting for the Board to approve the codification of Regulations approved by the Planning Board.

Mr. Squire recessed the meeting for the public hearing at 7:01 p.m.

4. PUBLIC HEARING: Special Permit for Proposed 12-unit multifamily development – Property Location: Canal, Main, and High Streets - (Assessor's Map #4D – Parcel #15) (Continued from September 26, 2016)

The Public Hearing was held. (See minutes of Public Hearing.)

The meeting reconvened at 7:18 p.m.

5. DECISION: Special Permit for Proposed 12-unit multifamily development – Property Location: Canal, Main, and High Streets - (Assessor's Map #4D – Parcel #15)
Since the public hearing was continued, no action was taken on this item.

6. Discussion and consideration of the Housing Production Plan and Discussion of the Multifamily Study

Shawn Rairigh with the Pioneer Valley Planning Commission was present to present the final draft of the Housing Production Plan and respond to any questions. He noted that he is

leaving the Pioneer Valley Planning Commission for a new job shortly and that this project is at the point of completion.

Shawn Rairgh reviewed the changes in the final draft from the previous draft which had been provided. The most significant change relates to addition of a paragraph regarding a new component to the 40R program to encourage starter home development. He suggested this might be helpful to the Town but the State has not developed its program regulations yet. This plan, according to Shawn Rairgh, is approvable by the Department of Housing & Community Development (DHCD) in that it meets their requirements.

Shawn Rairgh noted that this plan is closely tied to the Town's Master Plan. It updates and expands beyond what is in the Master Plan.

There was discussion as to the various 40R options. Mr. Harris suggested that, with the defeat of the CPA, 40R is likely to be the primary approach the Town has for achieving the Housing Production goals.

_____ inquired as to whether the document is available. Mr. Harris stated that the draft document has been available on the Town's website for some time.

Frank DeToma, Chair of the Redevelopment Authority, stated that the Authority is very interested in the Housing Production Plan. He suggested that it will fit well with the Redevelopment Plan.

Shawn Rairgh outlined the "next steps" for the Housing Production. The first step is for the Planning Board accepting the plan and referring it to the Selectboard for adoption/approval. The Selectboard will then forward the plan to DHCD for approval.

Motion - Ms. Rosner moved and Ms. O'Brien seconded the motion to accept the Housing Production Plan as presented and approve submittal of the plan to the Selectboard for their consideration and recommend that the Selectboard adopt the plan and submit the document to the DHCD for approval. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

7. Discussion with Recreation Director and Redevelopment Authority Chair regarding the Master Plan Top Priorities and their relevance to their respective departments/boards.

Mr. Harris reviewed the background on the Board reviewing the Master Plan's Recommended Actions and selecting Top Priorities for implementation for the next 5 years. He noted that it was transmitted to the various boards and departments. Andy Rogers with the Recreation Commission responded suggesting that the items are not in the purview of the Recreation Commission and Frank DeToma, Chair of the Redevelopment Authority also provided a written response. Both persons are present to discuss their responses to the "Top Priorities".

Andy Rogers, Recreation Director, stated that a lot of what is listed is not in the Recreation Commission purview. In response to a question from Ms. O'Brien who noted that the Board

did not have the “Top Priorities” in front of them, Andy Rogers read several of the Top Priorities which relate to river access. There was some discussion regarding how these resources get promoted.

Mr. Harris suggested that the reason for the recommendations in the Master Plan was that the Comprehensive Plan Advisory Committee members felt the community needed and wanted more comprehensive recreational services and that the Recreation Commission was the logical entity to coordinate or provide such. Andy Rogers described how they make referrals to other departments for information on river access and other recreational opportunities in Town. He also related a recent meeting in which it was determined that the Town shouldn’t promote private recreational services. There was further discussion as to the type of private and public recreational opportunities, particularly, river access – where people can put in and take out their canoes, kayaks, etc. In view of Andy Rogers’ comments, a question was posed as to who would be the entity to look into increasing river access and coordinating or centralizing recreational opportunities. Mr. Harris suggested that the Selectboard may be that entity since they overarch various boards and departments; but he also suggested that there may be opportunities to achieve the objective in the Master Plan through the Town website. This is a matter for the Board to consider at a future meeting.

Mr. Harris noted that Frank DeToma had sent a written response to the “Top Priorities” several weeks ago and that had been emailed to the members. Frank DeToma, Chair of the Redevelopment Authority discussed his review of the “Top Priorities”. One of the priorities was the Affordable Housing Trust Fund. Frank DeToma indicated that they were interested in this function as they saw it as another source of funding for the Redevelopment Authority functions. The need for a Fair Housing policy was noted and Mr. Harris suggested that the AHTF would logically be the entity to undertake this task. However, Mr. Harris also suggested that there could be conflicts between the Redevelopment Authority’s primary tasks and those of the AHTF and a Fair Housing Commission. Frank DeToma stated that they would have no problem with giving up the AHTF and Fair Housing functions as the Redevelopment Authority has enough “on its plate”.

Mr. Squire thanked Andy Rogers and Frank DeToma for attending tonight. The Board will consider the comments at a future meeting.

9. Development Update and Planner’s Report

Mr. Harris reviewed the following items and activities:

a. Development Report

- Newton Street Duplex (383 Newton Street) – (no change – no application has been submitted).
- Mountainbrook Street Acceptances (no change)
- Rivercrest Condominiums – (no change)

b. Other Projects

- Urban Renewal Plan and Redevelopment Authority. (This was discussed under Item # above)
- Housing Studies. (This was discussed under Item #6 above)

- Complete Streets Program Participation (a Scope of Work has been submitted and we are still waiting for MassDOT to approve the Technical Assistance Grant)
- Participating in the Regional Valley Bike Share planning process with the Town Administrator (it looks like the Town will be moved into Phase 1 with two locations)
- Participating with the Bike/Ped planning process.
- Participating in the “Team Hampshire” economic development coordinating effort – an informal process among several of the cities and towns in Hampshire County
- General Code. (This was discussed under Item #8 above.)
- Health Impact Assessment. (To be discussed at a future meeting)

c. *Workshops/Training Opportunities*

Mr. Harris attended the November 15th “Complete Streets 201 Training Course”

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

Ms. O’Brien inquired as to how long Jacob’s Edge can maintain their “billboard” at the location. Mr. Harris stated that he understood they still have a unit or two to sell and such signs have been permitted as long as the development is “active”. He noted that many residential developments have had such signs that “morphed” into permanent signs.

Ms. O’Brien asked about the locations for the Bike Share stations in South Hadley. Mr. Harris stated that one would be in the center area. He would find out more information on both locations.

Mr. Cavanaugh inquired about the status of the former library, the drainage work done in front of Beers & Story, and the development work in front of Stonybrook Village. Mr. Harris stated that the latter is work approved by the Site Plan Review for the financial services business planning to locate there. As to the conversion of the former library, Mr. Harris stated that it is his understanding that the developer is applying for the building permits. Regarding the Beers & Story drainage work, Mr. Harris indicated he understood that work is being done by MassDOT and he was not aware of it until he saw the work underway.

Linda Young, 15 Westbrook Road, queried about plans to address the “unaccepted streets”. Mr. Harris commented that he has met with the Town Administrator and DPW Superintendent on that project.

11. Adjournment

Motion – Mr. Cavanaugh moved and Ms. Rosner seconded the motion to adjourn. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion. The meeting was adjourned at 8304 p.m.

Respectfully submitted,

DRAFT

Richard Harris, Recorder

Attachment A

List of Documents Reviewed in November 28, 2016 Planning Board Meeting

<u>Document</u>	<u>Record Location</u>
Planning Board Meeting Agenda and Background Information	Planning Board Agenda Packet Files
Zoning Bylaw	Planning Board Files
Application, Plans, Reviews, and Response For Special Permit application for Multifamily development on Canal Street	Planning Board Project Files
Draft Urban Renewal Plan	Planning Board Files/Website
Draft Housing Production Plan	Planning Board Files/Website
Master Plan "Top Priorities"	Planning Board Files
Draft General Code – Zoning Bylaw	Planning Board Files/Website

4.PUBLIC HEARING: Special Permit for Proposed 12-unit multifamily development – Property Location: Canal, Main, and High Streets - (Assessor’s Map #4D – Parcel #15) (Continued from September 26, 2016)

SOUTH HADLEY PLANNING BOARD PUBLIC HEARING
REQUEST SPECIAL PERMIT FOR MULTIFAMILY DEVELOPMENT
ORANGE PARK MANAGEMENT, LLC – CANAL STREET

MINUTES OF NOVEMBER 28, 2016

Draft – Draft

Present: Jeff Squire, Chair; Mark Cavanaugh, Vice-Chair; Joan Rosner, Clerk; Brad Hutchison, Member; Melissa O'Brien, Member; Larry Butler, Associate Member; and Richard Harris, Town Planner

Mr. Squire called the public hearing to order at 7:01 p.m. He noted that this is a continuation of the public hearing began on September 26, 2016.

Mr. Squire invited the applicant to review the plan changes and comments.

Pat G_____, principal of Orange Park Management, LLC and Ray Hervieux, architect were present to represent the application.

Ray Hervieux, architect, reviewed the outstanding issues from the last meeting:

- Stamped plan – this will be provided upon completion of the approval.
- Photometric plan – this has been provided
- Drainage plan or details – this was provided. The Town's consultant had questions and comments which our consultant responded to.
- Planting plan – this has been provided
- Management plan – this has been provided

There was discussion about the Stormwater plan and the applicant's consultant's response. Mr. Harris noted that the Town's consultant wanted more information before they could make any conclusions about the functioning of the proposed system. He noted that the applicant's consultant said – correctly – that the site is exempt from the Stormwater Management Bylaw requirements because it is less than an acre in size. However, the same consultant said they would submit a Stormwater Permit with all required data later – this seems to be contradictory. While the project is “exempt” from the Stormwater Management Bylaw, he noted that he had informed the applicant that this is a Special Permit and the Board can place emphasis on the Stormwater impacts in determining its' final decision whether or not to approve the project.

Mr. Squire commented that the data is necessary to determine if the system will work. Mr. Harris suggested that it seems that the Town's consultant needs, at a minimum, the volume of Stormwater projected, soils test results, and the details on the drainage system.

Ray Hervieux and Pat G_____, said they can have that information provided.

Mr. Harris suggested that if the Stormwater is the only outstanding issue, then the Board could continue the hearing to a date and time certain to address that one issue.

Mr. Cavanaugh asked about responsibility for redoing the existing sidewalks and the proposal to have trees between the sidewalk and the curb. Mr. G _____ indicated that they are providing sidewalks. Mr. Harris stated that he understands the developer, under the provisions of the agreement with the Town, is required to rebuild the deteriorated sidewalks abutting the site. Regarding the placement of the trees, Mr. Harris suggested that the Tree Warden and DPW would have input on that issue. If they do not agree to the placement, then the applicant would need to move the trees to the other side of the sidewalk onto their own property. All persons present indicated that they agreed the proposed trees will be an asset to the development – add curb appeal.

Mr. Squire reviewed the outstanding issues from his and the Town’s perspective. He noted that a Stamped plan will be provided and the Stormwater issues. The photometric plan depicts some spillover onto adjoining property. The management plan provides for management of snow removal – the condo association will be responsible. Street trees will require DPW and Tree Warden approval.

Mr. Harris noted that, since this project involves 3 buildings for dwelling purposes on a single parcel, they will have to provide a Form H plan which will have to be stamped. Regarding the photometric plan, he reiterated that there was some spillover of light onto the adjoining property.

There was discussion as to potential changes to the exterior light fixtures and/or fencing which would eliminate the spillover. Ray Hervieux indicated that the fixtures only display light up and down. Several Planning Board members and Mr. Harris indicated that the fixtures are not to display light “up”; they need to be “night sky-friendly” fixtures.

Mr. Squire commented that it appears that only the Stormwater remains a significant issue.

Mr. Squire asked if any members of the public had any comments or questions.

Frank DeToma, Chair of the Redevelopment Authority stated that there has been a lot of work by the developer and the Planning Board to make this a better project. The process is moving forward which he is pleased to see.

Mr. Harris suggested that the public hearing be continued to address the Stormwater issues – the other issues can be addressed through conditions of the Board’s decision if they approve the project. He inquired as to how soon the applicant’s engineering consultant can provide the Stormwater materials. He added that it is apparent that no site work is going to occur in January due to the nature of the weather; therefore, it is essential to have the information in time to allow the Town’s consultant to review the materials and provide a definitive review – hopefully a final review.

Patrick G_____ and Ray Hervieux indicated that they would have him start immediately. However, Patrick G_____ affirmed that they are not in a hurry since there will not be any site work commenced during the winter. Therefore, he suggested continuing till the second meeting in January as this will get them through the holidays, etc.

Mr. Harris stated that the second meeting would be January 23, 2017. Therefore, he would need the materials no later than January 4, 2017. Patrick G_____ responded that seems doable.

Motion – Mr. Cavanaugh moved and Ms. Rosner seconded the motion to continue the public hearing until January 23, 2017 at 6:45 p.m. – with Stormwater management being the remaining issue that needs to be addressed. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

There being no further public comment, Mr. Squire announced that the public hearing is continued until January 23, 2017 at 6:45 p.m. With concurrence from the other members, Mr. Squire recessed the hearing at 7:18 p.m.

Respectfully submitted,

DRAFT

Richard Harris, Recorder

SOUTH HADLEY PLANNING BOARD

BILLS & CORRESPONDENCE

December 12, 2016

BILLS PAYABLE

Turley Publications, Inc. Zoning By-Law Ad \$206.54

Letters & Memos

- Memorandum from Tim Brennan Executive Director Pioneer Valley Planning Commission dated November 30, 2016 regarding Solicitation of District Local Technical Assistance (DLTA) Program Projects for FY2017 Program with Implementation Contingent on the Release o Approved 2017 DLTA Funding Support
- Notice of Public Hearing from Tighe & Bond on behalf of Eversource Energy on a Notice of Intent that has been filed
- Invitation from Secretary of the Commonwealth and MA Historical Commission to participate in the nomination of the 2017 Preservation Awards Competition

Town Department Comments on Pending Projects

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Town Department Agendas & Minutes

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Legal Notices

Amherst

- Town of Amherst Planning Board Notice of Filing Decision on SPR2017-00002 Site Plan Review for installation of wheelchair lift within connector, reconstruction of connector, other interior renovations, relocate accessible parking spaces, new walk, new front door and associated improvements at 165 Main Street; SPR2017-00004 Site Plan Review for relocation of a front entrance doorway and addition of rooftop equipment at 175 University Drive; SPR2017-00005 Site Plan Review for replacement of front and rear entrance doors at 62 Main Street; SPR2017-00006 Site Plan Review for construction of a new fence at 362 Henry Street
- Town of Amherst Planning Board Notice of Public Hearing on SPR2017-00007 Site Plan Review to construct an affordable duplex at North Pleasant Street

Chicopee

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Legal Notices (continued)

Granby

- Town of Granby Planning Board Notice of Decision to DENY Special Permit for construction of a ground sign 30 inch by 90 inch for advertising at 216 West State Street
- Town of Granby Planning Board Notice Decision on Site Plan Approval for construction of an addition and renovations to a school including parking and site improvements at 393 East State Street

Hadley

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Holyoke

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News Articles

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Publications

- WestMass ElderCare, **Changing Seasons**. Fall 2016
- American Planning Association, **Planning**. December 2016