

**EAST LONGMEADOW PLANNING BOARD
MINUTES**

Date: January 7, 2020

Time: 6:00 PM

Place: School Committee Conference Room

East Longmeadow High School, 180 Maple St., East Longmeadow, MA

MINUTES

The Chair opened the meeting at 6:00 PM and called the roll.

CALL THE ROLL:

Present: Russell Denver, Chair
George Kingston, Vice Chair
Tyde Richards, Clerk
Jon Torcia

Staff present: Constance Brawders, Planning & Community Development Director;
Bethany Yeo, Planning & Community Development Administrative Assistant

APPROVAL OF MINUTES:

December 17, 2019

Motion to approve the minutes of December 17, 2019 made by Vice Chair George Kingston; second by board member Jon Torcia and approved by a vote of four (4)-zero (0).

OTHER BUSINESS:

1. Update of the Master Plan

Planning Director, Constance Brawders reported on the Master Plan. The Planning Board Chair re-affirmed consensus to turn the board's focus from the Master Plan to the completion of the Sustainability Plan by the deadline on June 30, 2020, as well as toward several large, upcoming projects including the Mixed-Use Village District and the Pride project for the center of town.

Clerk Tyde Richards opined most Master Plans are not effective due to a failure to align Master Plan visions with the economic reality. Clerk Tyde Richards stated land owners need to be able to buy into the Master plan vision to have it be a success. Vice chair George Kingston pointed out the Master Plan acts as a guide for the town, as well as provides support for grant funding applications on future project undertaken by the town. Clerk Tyde Richards suggested identifying a single aspect of the Master Plan to focus their efforts toward for a more productive outcome.

Discussion ensued regarding the board's visions for other properties in the town center where land costs have created planning roadblocks.

Chair Russell Denver commented the Master Plan is an opportunity to ask questions such as: what is East Longmeadow's theme; what is East Longmeadow known for; and what does East Longmeadow want to be known for 10-20 years from now. Board member Jon Torcia suggested a primary focus could be connecting the community particularly in the downtown/center area.

In accordance with the Americans with Disabilities Act (ADA), if any accommodations are needed, please contact Constance Brawders at 413-525-5400 x 1701 or (constance.brawders@eastlongmeadowma.gov) or MassRelay 711. Requests should be made as soon as possible but at least 48 hours prior to the scheduled meeting. The matters listed are those reasonably anticipated by the Chair to be discussed at the meeting.

Not all items listed may, in fact, be discussed. Other items not listed may be brought up for discussion to the extent permitted by law. Massachusetts General Laws, chapter 30A, Section 20(e) requires any person making a video or audio recording of the meeting to notify the Chair at the start of the meeting.

The Planning Director, Constance Brawders reported the funding for the Master Plan would be \$85k-\$125k. The Chair Russell Denver recapped that a letter would be sent to Town Council during Capital Planning for an assessment on whether funds could be used toward the development of the Master Plan.

The Planning Director, Constance Brawders reported she had submitted a proposal to solicit an RFP for the Master Plan with a project amount of \$125,000. The intent being to hire a consultant who, over a three year period, would conduct research and public outreach for the creation and implementation of an update to the 1976 Master Plan. The Planning Director, Constance Brawders spoke to the imperative need for community involvement in all aspects of the Master Plan, and suggested recruiting ambassadors to conduct community outreach.

The Planning Director, Constance Brawders also reported that the subsidized housing numbers are skewed when compared to that of the state. She shared that as part of the District Local Technical Assistance (DLTA) funding via the Pioneer Valley Planning Commission the Planning Board could submit an application for the purposes of conducting a housing assessment which may be used for a basis in a housing production plan in the future. This funded study would also provide housing data for the housing section of the Master Plan. The Board unanimously agreed the Planning Director should seek funding from as many resources as possible.

The Planning Director, Constance Brawders stated she had submitted an application to the Town Manager for funding for the solar array by-law with the Large Solar Working Group through Pioneer Valley Planning Commission. The group is comprised of professional planners who have spent the last year researching and compiling information to craft a model by-law for ground-mounted solar arrays.

The Planning Director, Constance Brawders stated she would have more information for the Board regarding the solar array bylaw in time for the next meeting.

The Chair Russell Denver inquired of the course of action should a Site Plan Review be denied. Vice Chair George Kingston stated that if the denial was dimensional the applicant could appeal to the Zoning Board of Appeals and seek a variance with the next step being Land Court.

Update to Mixed Use Zoning:

- a. **Case: ZN 2019-01 - Mixed Use District:** Petition by Applicant, M & A Longmeadow, LLC, to amend the Zoning By-law by adding a new zoning district for Mixed Use and to change the Zoning District Map for the Town of East Longmeadow. Applicant's agent: Atty. Jane L. Mantolesky, Fitzgerald Attorneys at Law, PC, 46 Center Square, East Longmeadow, MA 01028.
- b. **Case: ZN 2019-02 - 330 Chestnut Street:** Petition by Applicant, M & A Longmeadow, LLC, consider a zoning change at 330 Chestnut Street (Assessor's Parcel 18-38-0), a 40.35+/- acre site, from the Industrial Garden Park zoning district to a Mixed Use zoning district.

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Applicant's agent: Atty. Jane L. Mantolesky, Fitzgerald Attorneys at Law, PC, 46 Center Square, East Longmeadow, MA 01028.

Update provided by Marilyn Richards. Ms. Richards reported the sub-committee had run into a clerical issue which delayed meeting progress.

2. Planning and Community Development Director's Report

Planning Director, Constance Brawders reported on further Master Plan funding opportunities, a new appointee to the Planning Board to be introduced 1/21/2020, and the availability of the 2018 Town Report.

ADJOURN: Motion to adjourn made by Vice chair George Kingston; second by Board member Jon Torcia and approved by a vote of four (4)-zero (0) at 6:40 PM.

DATE OF NEXT MEETING

The next scheduled meeting of the Planning Board is January 21, 2020.

Tyde Richards

Tyde Richards, Clerk

1-21-2020

Date

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