



EAST LONGMEADOW PLANNING BOARD

Tuesday, February 2, 2021

6:00 PM Eastern Time (US and Canada)

Zoom Webinar

MINUTES

Chair Russell Denver opens the meeting at 6:00 pm and called the roll.

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

Absent: Peter Punderson

Staff Present: Bethany Yeo, Planning & Community Development Director
Rebecca Jones, Planning & Community Development Administrative Assistant

APPROVAL OF MINUTES

January 19, 2021

Motion to approve made by George Kingston; second by Jonathan Torcia and approved by roll call vote four (4)-zero (0).

SITE PLAN WAIVER REQUESTS

1. **SPRW 2021-03:** Request for Site Plan Review Waiver for Perron's Automotive, Inc. an automotive repair business at 209 Shaker Road (Assessor's Parcel ID 18-8-4) in an existing structure on a .33 +/- acres site in the Industrial zoning district. Applicant: Brian Perron, 197 Shaker Road, East Longmeadow, MA 01028.

Applicant representative and owner Brian Perron was present for discussion. Mr. Perron stated that he hopes to open a second location at this address as it is currently established as an automotive repair business. No further comment.

Motion to approve made by Vice Chair George Kingston; second by Board member Jonathan Torcia and approved by roll call vote four (4)-zero (0).

2. **SPRW 2021-04:** Request for Site Plan Review Waiver for the construction of a concrete ramp with roof to the sub-ground level of an existing facility at 43 Chestnut Street (Assessor's Parcel ID 407-0) on a 2.80 +/- acre site in the Residence A zoning district. Applicant: Masonic Temple of East Longmeadow, Inc., 43 Chestnut Street, East Longmeadow, MA 01028.

Arvi Roffe and applicant representative Ryan Pelletier was present for discussion. Mr. Pelletier explained that the applicant is hoping to add a handicapped ramp and renovate the bathrooms to accommodate patrons with disabilities. Vice Chair George Kingston inquired about the visibility of the ramp from the road. Mr. Pelletier stated a third of the ramp will be visible from Chestnut Street.

Motion to approve made by Vice Chair George Kingston; second by Board member Jonathan Torcia and approved by roll call vote four (4)-zero (0).

OTHER BUSINESS

3. Request for release of bond for Rustic Meadows Subdivision and Rustic Meadows Lot 1 “Silver Fox Lane” Applicant: C&M Builders, LLC. 31 Hillcrest Circle, Westfield, MA 01085.

Applicant Carmine Capua was present for discussion. Clerk Tyde Richards read a letter from Tom Christensen, Deputy Superintendent of the Department of Public Works into the record recommending the partial release of bond. Planning and Community Development Director Bethany Yeo explained to the Board that this is the first bond release since the change of town government so there is no clear process established yet. Town Council will be addressing this at their February 9, 2021 meeting. There was a mutual agreement between Mr. Capua and the Board that 80% of the bond would be released now and 20% would be released after the Town Council meeting. Ms. Yeo confirmed that the 80% of the bond totals \$63,948.78 and the remaining 20% totals \$15,948.76.

Motion to release 80% of the bond made by Vice Chair George Kingston; second by Board member Jonathan Torcia and approved by roll call vote four (4)-zero (0).

4. Discussion of a collaboration with ELCAT for planning video series

Chair Russell Denver proposed a series of informational videos to be created that would answer and address common questions about the Planning Board and its functions. The Board members agreed that videos should focus around starting a business, changing site plans and common subdivision questions would be most helpful for residents. Ms. Yeo will be working with Kevin Duquette, Zoning Enforcement Officer about the top ten zoning violations.

5. PVPC-DLTA Application Discussion

The Board discussed filing for a Housing Production Plan through a District Local Technical Assistance Grant funded by the Pioneer Valley Planning Commission. Vice Chair Kingston opined that these housing development plans are great to show that the Town of East Longmeadow is being proactive in addressing housing needs.

Motion to apply for the DTLA grant for a Housing Production Plan made by Vice Chair George Kingston; second by Board member Jonathan Torcia and approved by roll call vote four (4)-zero (0).

6. Director’s Report

Ms. Yeo notified the Board that the Planning Department was awarded the Local Rapid Recovery Plan grant for the study area of North Main Street businesses, as suggested by Vice Chair Kingston. Ms. Yeo is hoping that this will line up future funding for other areas in town depending on need.

Ms. Yeo alerted the Board that she is continuing to amend the solar bylaws and is using the Best Practices Solar Guide that was prepared by PVPC. She is aiming to have a draft finalized by March. She also reviewed the upcoming Master Plan session on February 13, 2021 and will be advertising via paper flyers and on the Town of East Longmeadow webpage.

Vice Chair Kingston asked for an update on the request for reconsideration submitted on behalf of Pampered Pets. Ms. Yeo stated that the Planning Department is awaiting a new special permit application along with an appeal of the revocation and will keep the Board members abreast to any developments.

ADJOURN Motion to adjourn made by Vice Chair George Kingston; second by Board member Jonathan Torcia and approved by roll call vote four (4)-zero (0) at 6:30 pm.

Respectfully submitted.

Rebecca A. Jones,
Planning & Community Development Administrative Assistant