

EAST LONGMEADOW PLANNING BOARD

MINUTES

Date: February 18, 2020

Time: 6:00 PM

Place: School Committee Conference Room

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

MINUTES

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

CALL THE ROLL:

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

Absent: Pete Punderson

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

APPROVAL OF MINUTES:

February 4, 2020

Chair Russell Denver stated he would like to send the draft minutes to Atty. Pill for review to ensure the document had accurately interpreted legal concepts prior to approval. The Board members concurred.

Motion to continue to March 10, 2020 made by Chair Russell Denver; second by Vice Chair George Kingston and approved by a vote of four (4)- zero (0).

Motion to take agenda item #5 out of order made by Clerk Tyde Richards; second by Vice Chair George Kingston and approved by a vote of four (4)- zero (0).

NEW PUBLIC HEARINGS:

5. Case SITE 2020-1: East Longmeadow Veterans Memorial –Request by applicant for Site Plan Review for construction of proposed Veterans Memorial located at the East Longmeadow Council on Aging at 328 North Main Street (Assessor’s Parcel ID 13- A1-0) on an overall 3.748 +/- acre site in the Commercial zoning district. Applicant: Mary McNally, Town Manager. Representative: Terry Glusko, Chairman, East Longmeadow Veterans Memorial Committee, 328 N. Main Street, East Longmeadow, MA 01028.

Clerk Tyde Richards read the legal ad into the record. In attendance was Terry Glusko, Chairman [East Longmeadow Veterans Memorial Committee, 328 N. Main Street, East Longmeadow, MA 01028]. Also in attendance was Richard C. Morse, LEED AP, [Architecture E Environmental Life, Inc. ,264 North Main Street – Suite 2, East Longmeadow, MA], Kevin Rothschild-Shea, President, Architecture E Environmental Life, Inc. [264 North Main Street – Suite 2, East Longmeadow, MA], and William A. Canon, Landscape Architect, [William A. Canon-Landscape Architecture, 158 Northampton Street Easthampton, Massachusetts 01027]. Terry Glusko spoke on behalf of the East Longmeadow Veterans Memorial Committee stating the purpose the memorial will serve in the community. Rick C. Morse, the LEED Architecture provided an overview of the function and design of the memorial and distributed updated plans of the electrical and lighting site plans to the Planning Board. Mr. Morse explained, although not designed to be a nighttime destination, the memorial pathways will be illuminated by a glow in the night time hours so they are navigable and safe.

Vice Chair George Kingston noted comment had been received from the Police Department requesting No Parking signs be installed along North Main Street by the memorial in an effort to mitigate potential traffic congestion.

Ralph Page, Councilor, [306 Prospect Street] inquired of the tree type and the material used for the walkway.

William Canon, Landscape Architect, [William A. Canon-Landscape Architecture, 158 Northampton Street Easthampton, Massachusetts 01027] replied the trees would be American Hornbeam with a five (5) ft. Japanese Yew hedge around the sitting area to provide screening. The pathways will be a mix of decorative red brick pavers and a lighter colored concrete. People will have the opportunity to fund a red brick paver as well. Mr. Canon reported the landscaping for the memorial would be simple with special attention to creating a space that encourages peaceful contemplation.

Planning Board member Jon Torcia inquired where the funded red brick pavers would be located. Mr. Morse stated the funded red brick pavers would be located along the main procession area of the memorial. Terry Glusko shared that fifty-two (52) decorative pavers have been funded so far. Planning Board member Jon Torcia also inquired who would be maintaining the memorial once constructed. Terry Glusko stated the Department of Public Works would be maintaining the site as it sits on town owned land.

Chair Russell Denver asked how the lights would illuminate the site. Mr. Morse stated the illumination is concentrated around the monuments themselves as well as the walkway.

Vice Chair George Kingston inquired what the drainage plan was in regards to the depressed area of the memorial and if the Department of Public Works had approved it. Mr. Canon explained a 4-6" wide decorative trench drain would be installed in the depressed plaza area, water will be collected by a drainpipe connected to a manhole containing a 4 ft. deep slump to collect debris prior to discharging to a catch basin located on North Main Street. Mr. Canon stated the sediment in the manhole would need to be cleaned out periodically and the sidewalk would be demoed and replaced to install the pipe necessary to connect the manhole to the catch basin.

Vice Chair George Kingston inquired if approval to tie into the storm water system had been obtained from the Department of Public Works. Kevin Rothschild-Shea replied they had met with the Planning & Community Development department as well as the Department of Public Works for preliminary meetings at which time the Department of Public Works had reviewed the proposed drainage system plans and had endorsed the project as proposed.

Clerk Tyde Richards asked to review the final landscape plan prior to installation of planting materials.

Motion to close the public hearing Vice Chair George Kingston; second by Planning Board member Jon Torcia and approved by a vote of four (4)- zero (0).

Motion to approve made by Vice Chair George Kingston; second by Planning Board member Jon Torcia and approved by a vote of four (4)-zero (0).

SITE PLAN WAIVER REQUESTS:

1. **SPRW 2019-44: Home Office**—Request by applicant for Site Plan Review Waiver for a home office at 241 Pease Road (Assessor's Parcel ID 43-21-0) on a 1.60 +/- acre site in the Residence AA zoning district. Applicant: Pallyanna Borrello, 241 Pease Road, East Longmeadow, MA 01028. (Cont. December 17, 2019; January 21, 2020)

The applicant was not present for discussion. **Agenda item was continued to March 24, 2020.**

2. **SPRW 2020-6: Pursue Wellness** –Request by applicant for Site Plan Review Waiver for a health and wellness business at 124 Shaker Road, Suite B (Assessor’s Parcel ID 28A-3-69) on a 0.47 +/- acre site in the Business zoning district. Applicant: Cynthia Kennedy, 124 Shaker Road, Suite B, East Longmeadow, MA 01028.

Applicant Cynthia Kennedy was present for discussion. Ms. Cynthia shared she is a Family Nurse Practitioner and has had a practice treating women for over 20 years as part of Baystate OB/GYN until recently when she gained an interested in functional medicine an integrative approach to health. Her business will be based on this functional medicine concept and will be open to all ages. Ms. Kennedy stated hours of operation would be from 9 AM- 7 PM Monday-Friday.

Vice Chair George Kingston reminded the applicant she will need to obtain a license from the Health Department if she intends to sell any products including food products. Ms. Kennedy replied she would not be selling products or food.

Motion to approve the site plan waiver made by Vice Chair George Kingston; second by Planning Board member Jon Torica and approved by a vote of four (4)-zero (0).

3. **SPRW 2020-7: Top Mechanical Service, LLC** –Request by applicant for Site Plan Review Waiver for an HVAC Service office at 75 North Main Street (Assessor’s Parcel ID 26-146-0) on a .341 +/- acre site in the Commercial zoning district. Applicant: Raymond Brainard, 900 Riverdale Street, Ste. 306, West Springfield, MA 01089.

Applicant Raymond Brainard and [unnamed] associate were present for discussion. Mr. Brainard explained the intent of the home office, which is to provide a location for which to meet with clients who would like to contract for HVAC repair services. The hours of operation will be from 8 AM- 5 PM Monday-Friday. Vice Chair George Kingston asked for the confirmation that commercial vehicles are screened from view when parked in Residence zones. Mr. Brainard’s associate confirmed he was aware of the zoning bylaw and in the process of securing a screened location for his vehicle.

Motion to approve the site plan waiver for home office made by Vice Chair George Kingston; second by Planning Board member Jon Torica and approved by a vote of four (4)-zero (0).

CONTINUED PUBLIC HEARINGS:

4. **Case SD-P 2019-01: Shelby and Silver Fox Lanes**—Request by applicant for Preliminary Subdivision approval for a two (2) lot subdivision on a 3.81 +/- acre site located at Shelby Lane and 14 Silver Fox Lane (Assessor’s Parcel ID 65-16-5) in the Residence A zoning district. Applicant: Giuseppe Capua and Vanessa Capua, 14 Silver Fox, East Longmeadow, MA 01028. (Cont. December 17, 2019; January 21, 2020)

Planning & Community Development Director Constance Brawders informed the Planning Board a request for continuance had been emailed by the applicant.

Motion for case continuance to March 24, 2020 made by Vice Chair George Kingston; second by Planning Board member George Kingston and approved by a vote of four (4)-zero(0).

OTHER BUSINESS:

6. **Case SD-D2019-04: Modification of Definitive Subdivision Plan for Hidden Ponds Estates** - Request by applicant for release of Lots 1-20 from covenant and substitution of surety by Cash.

Applicant: Al Joyce, Rose-Bud Builders, LLC, P.O. Box 79, East Longmeadow, MA 01028. (Cont. December 17, 2019; January 21, 2020)

Developer Al Joyce was not in attendance for discussion. Planning & Community Development Director stated Al Joyce had provided the Town with cash surety based upon the bond estimate prepared by the Department of Public Works for a full release of lots (Lots 1-20). Planning Board members were asked to sign the Release of all lots from Covenant.

Planning Board member Jon Torcia inquired what progress had been made with subdivision so far. Clerk Tyde Richards reported that it appeared roadways had been constructed.

Motion to release Lots from covenant made by Vice Chair George Kingston; second by Planning Board member Jon Torcia and approved by a vote of four (4)-zero (0).

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

Town Council Member, Marilyn Richards, of the Planning Matters Sub-Committee reported that Pioneer Valley Planning Commission planners and Planning Director Constance Brawders were crafting verbiage to address affordable housing in the proposed Mixed Use Village zoning district bylaw. Ms. Richards reported the Sub-Committee is considering the use of an indoor storage unit structure. Clerk Tyde Richards inquired if non-residents of the community could utilize the storage units. Marilyn Richards stated the storage units would be restricted to use by residents of the Mixed Use Village district.

Clerk Tyde Richards opined a self-storage facility does not bring anything to the development nor does it contribute to the vitality and character of the project proposal. Clerk Tyde Richards clarified that he does understand the need for storage units, as a compliment to the residential component. Chair Russell Denver posed the question of need for additional storage space, as this would compete with existing storage units in the vicinity of the proposed project.

Marilyn Richards stated it would simply be an option in the Table of Uses. Marilyn Richards invited Clerk Tyde Richards to the next sub-committee meeting to join the discussion on the matter.

Town Council member Ralph Page, member of the Planning Matters Sub-Committee, clarified that the Sub Committee would like to amend the Zoning Bylaw Table of Uses to stipulate that storage facilities in

a Mixed Use Village Zoning district shall honor design guidelines and compliment the surrounding architectural elements.

8. Review and Acceptance of Revised Special Permit, Site Plan Review, and Site Plan Review Waiver Application Forms

Chair Russell Denver spoke in support of the revised application forms.

Motion to accept the three revised forms made Vice Chair George Kingston; second by Planning Board Jon Torcia and approved by a vote of four (4)-zero (0).

INVITATION TO EVENT

Chair Russell Denver shared an invitation sent to the Planning Board for the grand opening ceremony for the East Longmeadow Skilled Nursing Center scheduled for Wednesday, March 18, 2020 4- 6 PM.

EXECUTIVE SESSION

Pursuant to MGL Chapter 30A, §21 (a) (3) regarding potential resolutions of certain litigation pending against the Town.

Chair Russell Denver read the Executive Session reason into the record and stated the Planning Board would return to open session for the purposes of adjourning the meeting.

Motion to enter executive session made by Vice Chair George Kingston; second by Planning Board member Jon Torcia and approved by roll call vote four (4)-zero (0) at 6:51 PM.

Jon Torcia: YES
George Kingston: YES
Russell Denver: YES
Tyde Richards: YES

ADJOURN: Motion to adjourn made by Vice Chair George Kingston; second by Planning Board member Jon Torcia and approved by a vote of four (4)- zero (0) at 7:03 PM.

DATE OF NEXT MEETING:

The next scheduled meeting of the Planning Board is March 10, 2020.

Tyde Richards

Tyde Richards, Clerk

3-10-2020

Date