



EAST LONGMEADOW PLANNING BOARD

Tuesday, April 20, 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

April 6, 2021

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).

SITE PLAN WAIVER REQUESTS

1. **Case SPRW 2021-14:** Request for Site Plan Review Waiver for The Baker Mama, a home office for a Cottage Food licensed home baking business at 12 Cross Meadow Road (Assessor's Parcel ID 61-52-42) on a .59 +/- acre site in the Residence A zoning district. Applicant: Alison Rush, 12 Cross Meadow Road, East Longmeadow, MA 01028. (Cont. April 6, 2021)

Applicant Alison Rush was present for discussion. Planning Director Bethany Yeo shared with the Planning Board findings from similarly situated municipalities. The Town of Wilbraham has an insertion under their home occupation/home offices bylaw regarding home-based cottage food operation exemptions. A special permit is not required from the Board of Appeals so long as the applicant is compliant with the Board of Health license requirements and the Massachusetts Department of Public Health regulations.

Vice Chair George Kingston suggested that the Town modifies the zoning bylaws under existing use of home office to add cottage industries including the wording used by Wilbraham as an additional line on those requirements. That would allow the use with the proper license while also maintaining the same restrictions as other home offices.

Vice Chair Kingston explained the process to Mrs. Rush, which would include a properly advertised public hearing and then a hearing before the Town Council before the bylaw can be revised. Clerk Tyde Richards proposed a temporary site plan waiver approval pending Health Department approval to give time to complete Vice Chair Kingston's proposal. Chair Denver made the applicant aware that the Town Council may turn this proposal down.

Motion to approve temporary site plan waiver for 90 days with potential of extension so long as all Health Department requirements are met made by Vice Chair George Kingston; second by Clerk Tyde Richards and approved by roll call vote four (4)-zero (0).

2. **Case SPRW 2021-15:** Request for Site Plan Review Waiver for Western Mass Lawn Signs, a home office for a lawn sign business at 45 Mereline Avenue (Assessor's Parcel ID 2B-29-A) on a on a .35 +/- acre site in the Residence C zoning district. Applicant: Aubrie Leary, 45 Mereline Avenue, East Longmeadow, MA 01028.

Applicant Aubrie Leary was present for discussion. She explained the concept of her business, which is a temporary lawn sign rental for special occasions. She will be using her home to store the signs and conduct administrative business tasks. Chair Denver asked Ms. Yeo to review the zoning bylaws to ensure that temporary signs are allowed. Ms. Yeo confirmed that this is an allowable use under Town bylaws.

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

3. **Case SPRW 2021-16:** 51 Request for Site Plan Review Waiver for VL Hair Salon, a hair salon at 51 Prospect Street (Assessor's Parcel ID 27-154A-A) on a on a .23 +/- acre site in the Business zoning district. Applicant: Stephanie Le, 153 Canterbury Circle, East Longmeadow, MA 01028.

Applicant representative Anthony Nguyen was present for discussion. Mr. Nguyen explained this is his wife's salon and she is seeking to downsize her business at the proposed location. There are no employees. There was discussion regarding the exact location of the business.

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

OTHER BUSINESS

1. Housing Choice

Ms. Yeo explained the new housing choice legislation that was passed earlier this year. She noted there are several upcoming webinars and informational sessions in an effort for municipalities to learn more.

2. Directors Report

Chair Denver requested that the portion of the Master Plan be revised to provide further context regarding affordable housing. He asked that data from surrounding communities be included to provide as much reference for the future decision makers of the Town of East Longmeadow.

Ms. Yeo gave an update regarding the Local Rapid Recovery Plan. Chair Denver suggested that more beautification be provided. Vice Chair Kingston recommended street trees where appropriate. She also shared preliminary plans for a Restaurant Week for East Longmeadow. There is an upcoming hearing on a Motion for Summary Judgment in regards to the litigation case with PLH, LLC and Ms. Yeo will circulate call-in instructions should Board members want to attend.

ADJOURN Motion to adjourn made by Vice Chair George Kingston; second by Board member Jonathan Torcia and approved by roll call vote five (5)-zero (0) at 6:35 pm.

Respectfully submitted.

Rebecca A. Jones,
Planning & Community Development Administrative Assistant