



EAST LONGMEADOW PLANNING BOARD

Tuesday, May 4, 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
Jonathan Torcia

Absent: Peter Punderson
Tyde Richards, Clerk

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

APPROVAL OF MINUTES

April 20, 2021

Motion to approve made by Vice Chair George Kingston; second by Jonathan Torcia and approved by roll call vote three (3)-zero (0). *Pete Punderson abstained as he was absent.*

SITE PLAN WAIVER REQUESTS

1. **SPRW 2021-17:** Request for Site Plan Review Waiver for Boston Shoe Travelers Association, a retail shoe show business at 264 North Main Street, Suite 8 (Assessor's Parcel ID 14-11-7) in an existing structure in the Commercial zoning district. Applicant: Gary Destephano, 264 N Main St, Suite 8, East Longmeadow, MA 01028.

Applicant was not present for discussion. The filing was for a sublet office space with an allowed use therefore, the Board members had no questions.

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

1. **SPRW 2021-18:** Request for Site Plan Review Waiver for a home office for Abacus Aviation Group, a corporate aircraft maintenance business at 3 Murray Court (Assessor's Parcel ID 26-16-8) on a .22 +/- acre site in the Residence C zoning district. Applicant: Jerry Grassetti, 3 Murray Court, East Longmeadow, MA 01028.

Applicant was not present for discussion. Vice Chair Kingston noted this filing was simply an address change for the existing home office and the Board should be able to vote accordingly.

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

OTHER BUSINESS

1. **Request for reduction in performance bond amount for Definitive Subdivision Jeffrey Lane Extension**, a three (3) lot subdivision on a 3.5 +/- acre site located at Jeffrey Lane (Assessor's Parcel IDs 40-12+13 – 32 +33) in the Residence A zoning district. Petitioner: Jeffrey Bosworth (Southern NE Real Estate Development, Inc.), 45 Knollwood Drive, East Longmeadow, MA 01028.

Applicant was not present for discussion due to technical difficulties. Planning Director Bethany Yeo read into the record a letter from Tom Christensen, DPW Deputy Superintendent recommending reducing the performance bond from \$101,760.00 to a new total amount of \$32,602.00 due to the work completed. No further comment.

Motion to approve bond reduction to a new total amount of \$32,602.00 made by Board member Pete Punderson; second by Vice Chair George Kingston and approved by roll call vote four (4)-zero (0).

2. **DTLA – Housing Production Plan presentation by Ken Comia, Senior Planner, Pioneer Valley Planning Commission.**

Ken Comia was present for discussion. The Housing Plan is a prescriptive plan provided by the state. In addition to other planning processes, this will address varying income levels in town and will assist the community with meeting the state mandate of 10% affordable housing units. This will also help avoid any unwanted 40B developments through a certified Housing Production Plan.

Mr. Comia outlined the timeline for the Housing Production Plan, which includes several meetings with Town officials and residents. This Plan will take a building inventory to include the age of housing, environmental constraints along with identifying unused Town-owned property.

Vice Chair Kingston noted that even though the Planning Board is the approving authority, a Town Council member should be invited to join the committee. Planning Director Bethany Yeo plans to extend invitations to the Assessor, Town Manager, and School Committee as well.

3. **Legal Advertisement Options**

Ms. Yeo explained that the Planning Department has been debating shifting legal advertisement from the Republican to the Reminder in order to save applicants large filing fees. While there have been communication issues with both publications, it will provide applicants options should there be time constraints. The Planning Board had no issues with using either publications depending on the applicant's need.

4. **Director's Report**

Master Plan surveys are live on the Town Facebook page and website. This is an attempt to get feedback on recommendations drafted in the Master Plan. A preliminary meeting with five local towns recently occurred in the hopes of promoting a Regional Restaurant Week slated for January 2022. The Planning Department received a grant from the National Park Service to promote more passive recreation and trails and create sustainable volunteer force. There are

also preliminary discussions in extending the rail trail, which will hopefully lead to better development of the Brown property.

ADJOURN Motion to adjourn made by Board member Peter Punderson Vice; second by Chair George Kingston and approved by roll call vote four (4)-zero (0) at 6:32 pm.

Respectfully submitted.

Rebecca A. Jones,
Planning & Community Development Administrative Assistant