

EAST LONGMEADOW PLANNING BOARD
Tuesday, May 19, 2020
06:00 PM Eastern Time (US and Canada)
Zoom webinar



MINUTES

Chair Russell Denver 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
 Pete Punderson

Staff Present: Bethany Yeo, Acting Planning & Community Development Director;
 Ryan Quimby, IT Director

APPROVAL OF MINUTES

April 21, 2020

Motion to approve made by Vice Chair, George Kingston; second by Board member Jon Torcia and approved by a vote of five (5)- 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; February 18, 2020; April 21, 2020)
Applicant was not present for discussion. Chair Russell Denver expressed he was not in favor of continuing or approving the application due to the applicant’s continuous absence. The Board concurred.

Motion to deny the request for Site Plan Waiver made by Clerk Tyde Richards; second by Board member Jon Torcia and approved by roll call vote four (4)- one (1). Board member Pete Punderson voted nay.

2. **SPRW 2020-10: Craig Rivest Creative** –Request by applicant for Site Plan Review Waiver for a photography and multimedia studio at 51 Prospect Street (Assessor’s ID 27-154A-A) Office #3 on a 0.23 +/- acre site in the Business zoning district. Applicant: Craig Rivest, 15 Woodland Drive, Hampden, MA 01036.
Applicant Craig Rivest was present for discussion. Mr. Rivest explained he is a digital content creator and intended the space to be a digital editing studio. Mr. Rivest stated there would be minimal foot traffic as he is the sole employee and the only client who would be visiting the site would be there to do a headshot photograph for example.

Motion to approve made by Board member Pete Punderson; second by Vice Chair George

Kingston and approved by a roll call vote five (5)-zero (0).

3. **SPRW 2020-11: Home Office**—Request by applicant for Site Plan Review Waiver for a home office for “At My Table”, an offsite personal chef business at 12 Pine Street (Assessor’s Parcel ID 2-55-30) on a 0.13 +/- acre site in the Residence C zoning district. Applicant: Linda Thifault, 12 Pine Street, East Longmeadow, MA 01028.

Applicant Linda Thifault was present for discussion. Ms. Thifault explained that she is a trained chef and her business will consist of her going to her clients’ homes to prepare food. Ms. Thifault emphasized the home office is primarily needed for billing purposes and stated she will not be conducting the food preparation in her own home nor will be using a commercial vehicle.

Motion to approve made by Board member Pete Punderson; second by Board member Jon Torcia and approved by roll call vote five (5)-zero (0).

4. **SPRW 2020-12: The Hazel**—Request by applicant for Site Plan Review Waiver for a hair salon at 364 a.k.a. 618 North Main Street (Assessor’s Parcel ID 1-17-49) on a 1.23 +/- acre site in the Business zoning district. Applicant: Dianne Caron and John Caron, 600 Glendale Road, Wilbraham, MA 01095.

Applicant Dianne Caron was present for discussion. The Board inquired as to the hours of operation and number of employees. Ms. Caron stated the hours of operation would be from 9 AM- 9 PM and number of employees ranged from 2-3. Bethany Yeo, Acting Planning Director stated that back taxes are owed on the property and approval would need to be conditional on the taxes being paid to the town. Ms. Caron stated she was in contact with the property owner regarding the matter.

Motion to approve conditional on the payment of owed taxes to the town made by Vice Chair George Kingston; second by Board member Pete Punderson and approved by roll call vote five (5)-zero (0).

5. **SPRW 2020-13: Just Like Home, Inc.**—Request by applicant for a Site Plan Review Waiver for a day care business at 357A Shaker Road (Assessor’s ID 20-5-0) on a 0.50 +/- acre site in the Industrial Garden zoning district. Applicant: Melissa Schechterle, 165 Shaker Road, East Longmeadow, MA 01028.

Applicant Melissa Schechterle was present for discussion. Ms. Schechterle explained her daycare business was downsizing to less than thirty children and 4-6 staff members per day. Ms. Schechterle stated the anticipated hours of operation would be from 7 AM- 5:30 PM with no traffic permitted through the circulation area between the hours of 10 AM-2 PM and 2PM-4PM. The Board inquired as to the parking spaces available while using the circulation traffic pattern. Ms. Schechterle estimated there were nine spaces with one handicapped space still open despite the circulation area. Vice Chair George Kingston stated a Site Plan Review was necessary to ensure plans were properly recorded.

The Board concurred. Applicant agreed to submit a Site Plan Review to be heard on the June 9, 2020 Planning Board meeting.

Motion to deny the request for Waiver made by Vice Chair George Kingston; second by Board member Jon Torcia and approved by roll call vote five (5)-zero (0).

ANR

6. **ANR 2020-1: 55 Newbury Avenue** –Request by applicant for endorsement of a plan believed not to require subdivision approval under Subdivision Control Law to merge 55 Newbury Avenue (Assessor’s Parcel ID 15B-4-230) and 0 Neptune Avenue (Assessor’s Parcel ID 15B-9-253) into a combined parcel totaling 0.43 +/- acres located in the Residence C zoning district. Applicants Timothy Ball & Kathryn

Ball, 55 Newbury Avenue, East Longmeadow, MA 01028.

Representing the applicants was Mike Smith [Smith Associates Surveyors]. Mike Smith explained the applicant is planning to add an addition to their house however, based on the Building Inspector Kevin Duquette determination; they need to combine their lots in order to have the addition. Clerk Tyde Richards asked for clarification that the two parcels to be merged into one are 55 Newbury Avenue and the parcel on Neptune Avenue directly across from 55 Newbury Avenue parcel. Mike Smith confirmed. Clerk Tyde Richards inquired who owned the paper street in the vicinity. George Kingston stated, the abutters on each side of the street own up to the centerline of the paper street. George Kingston also explained that the area consists of wetlands thus will never be developed. No further comment was made by the Board.

Motion to endorse made by Vice Chair George Kingston; second by Board member Jon Torica and approved by roll call vote five (5)-zero (0).

NEW PUBLIC HEARINGS

7. **Case SITE 2020-2:** Request by applicant for Site Plan Review for a carry out restaurant at 64 Maple Street (Assessor's Parcel ID 27-9-0) in an existing structure, known as the historical Train Depot, consisting of 800 +/- SF located on a 3.08 +/- acre site in the Business zoning district. Applicant: Steven Graham, 35 Industrial Drive, East Longmeadow, MA 01028.

Clerk Tyde Richards read the legal notice into the record. Applicant Steven Graham was present for discussion. Mr. Graham explained there are two points of egress going east and west on the Site Plan. The west egress point is located closest to the rail trail and is an existing access point at 40 +/- FT wide. The eastern egress point is also an existing access point at 40 +/- FT wide. Mr. Graham explained the existing parking lot was uncovered to reveal a significant parking area with 15 total parking spaces including a handicap space. Clerk Tyde Richards read comments from the DPW into the record. The Board raised no further questions. Chair Russell Denver opened the public hearing up for comment from the public. No comment from the public was made.

Motion to close the public hearing made by Vice Chair George Kingston; second by Board member Jon Torcia and approved by roll call vote five (5)-zero (0).

Motion to approve the Site Plan Review made by Board member Pete Punderson; second by Vice Chair George Kingston and approved by roll call vote five (5)-zero (0).

OTHER BUSINESS

8. Update to Mixed Use Zoning:

- **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.
- **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.

Marilyn Richards, Councilmember and Planning Matters Subcommittee member provided an update on the Mixed Use Zoning Bylaw stating that the document is complete and undergoing legal review by the Town's Land Use Attorney, Michael Pill. Depending on his review, the subcommittee may or may not have to reconvene before moving forward to address his suggestions. Ms. Richards reported that Atty. Michael Pill suggestions at that time are follows:

1. Language governing perimeters for the 10% of affordable units
2. Language around the Homeowners associations to prevent complications due to the nature of the development and possibility of associations within associations

3. The host community agreement, which will help to establish some mitigation for anything, that comes up with an impact statement, which is a requirement of the Special Permit for this project.

Ms. Richards stated if the subcommittee does not need to reconvene to address Atty. Pill's suggestions the matter will go before Town Council for a public hearing.

9. Discussion of Master Plan status with Mary McNally, Town Manager

Town Manager was unable to be present for discussion due to a prior commitment.

10. Discussion of PVPC Planning Board Assistance with Ken Comia, PVPC Senior Planner

Ken Comia, PVPC Senior Planner was present for discussion. Vice Chair George Kingston opined the Board should keep additional expertise provided by Ken Comia for larger and more complex planning matters/case. Clerk Tyde Richards stated his agreement. Chair Russell Denver suggested Ken Comia's could provide substantial assistance with drafting a solar by-law. Board member Pete Punderson stated his agreement with the Chair on the matter. Ken Comia stated he had experience with solar moratorium bylaws. Board member Jon Torcia agreed that the solar bylaw should be prioritized. Board member Pete Punderson stated the language was not complicated and offered to forward proposed language to the Acting Planning & Community Development Director. Ken Comia asked for clarification on whether he should be working on a Housing Chapter for an eventual new Master Plan or, a housing production plan.

Chair Russell Denver suggest the Acting Director, Mr. Comia and the Town Manager come to an agreement on whether a housing chapter or a housing production plan was the better option for the town. Marilyn Richards, Town Councilmember commented that she had received a sample solar by-law from the Town Attorney with appeared to be straightforward.

11. Discussion of MVP Action Grant opportunity with Catherine Ratte, PVPC Principal Planner/Section Manager

Catherine Ratte, PVPC Principal Planner/Section Manager was present for discussion. Ms. Ratte explained the MVP Action Grant could offer the Town a source of funding for a new comprehensive Master Plan. Chair Russell Denver thanked Ms. Ratte for the information.

12. CVS- Drive Thru

The Chair stated the Board had received a letter from CVS Pharmacy regarding their stance on a drive-thru window at the N. Main Street CVS location. George Kingston advised CVS to approach Town Council rather than the Planning Board, as any change to the by-law should originate from Town Council. Vice Chair George Kingston also shared that based on his conversations with East Longmeadow residents the concept of drive-thrus is largely negative due to fast food. Clerk Tyde Richards suggested a possible exception for prescription drugs only. Board member Pete Punderson expressed he remains firm in opposing exceptions from the existing by-law regarding drive-thrus. Board member Jon Torcia stated it was worth a thought given potential change in needs due to the Covid-19 pandemic. Clerk Tyde Richards stated the main purpose of a drive-thru for pharmacies is to keep sickness out of the store. Chair Russell Denver stated he had no comment at this time.

ADJOURN:

Motion to adjourn made by Vice Chair George Kingston; second by Board member Jon Torcia and approved by roll call vote five (5)- zero (0) at 7:08 PM.

Respectfully Submitted.

Bethany Yeo,
Acting Director of Planning & Community Development