

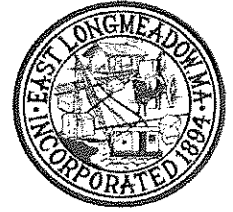
**EAST LONGMEADOW PLANNING BOARD  
MEETING NOTICE**

Date: June 18, 2019

Time: 6:00 PM

Place: School Committee Conference Room

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



**MINUTES**

Chairman Kingston opened the meeting at 6 pm and called the roll.

**CALL THE ROLL:**

Present: George Kingston  
Russell Denver  
Louis Morabito  
Tyde Richards  
Absent: Jon Torcia

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

**CALL THE ROLL:**

**Election of Officers**

Motion to appoint Russell Denver as Chair, George Kingston as Vice Chair, Tyde Richards as Clerk made by Tyde Richards; second Louis Morabito and approved by a vote of four (4)- zero (0).

George Kingston - AYE  
Russell Denver - AYE  
Louis Morabito - AYE  
Tyde Richards - AYE

**Appointment to the Community Preservation Commission**

Motion to nominate Jon Torcia by Board member Louis Morabito; second Vice Chair George Kingston. Approved and approved by a vote of four (4)-zero (0).

**APPROVAL OF MINUTES:**

May 21, 2019

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Motion made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)-zero (0).

Motion to take agenda items 7, 9, and 10 out of order made by Vice Chair George Kingston; second by Clerk Tyde Richards. Approved and approved by a vote of four (4)-zero (0).

**7. SITE 2019-05: Proposed Commercial Development for Shaker Rd**— Request by applicant for the construction of a proposed 2500+/- SF bank and 5500+/- SF commercial building at 244 Shaker Rd.(Assessor's Parcel ID 18-35-0) on a 133,217 +/- SF site located in a Residence A and Business zoning district. Applicant: SIVAD Development Partners LP, 1 Monarch Place, Suite 1300, Springfield, MA 01144 (Cont. April 16, 2019)

Motion to continue the public hearing to the July 16, 2019 meeting as requested by applicant made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0).

**9. SP 2019-04 Take-out Restaurant for North Main St**— Request by applicant for a Special Permit for a take-out restaurant at 192 North Main St. (Assessor's Parcel ID 25-3-4) located on a 4,832 +/- SF site in the Business zoning district. Applicant/Owner: Vincenzo Amore, 20 Rollins Drive, East Longmeadow, MA 01028. (Cont. April 16, 2019, May 21, 2019)

Motion to continue the public hearing to the July 16, 2019 meeting as requested by applicant made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0).

**10. SITE 2019-06: Take-out Restaurant for North Main St** – Request by applicant for a Site Plan for a take-out restaurant at 192 North Main St. (Assessor's Parcel ID 25-3-4)located on a 4,832 +/- SF site in the Business zoning district. Applicant/Owner: Vincenzo Amore, 20 Rollins Drive, East Longmeadow, MA 01028. (Cont. April 16, 2019, May 21, 2019)

Motion to continue the public hearing to the July 16, 2019 meeting as requested by applicant made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0).

#### **SITE PLAN WAIVER REQUESTS:**

- 1. SPRW 2019-16: Willow Barn Designs**—Request by applicant for Site Plan Waiver for a floral and home décor shop at 83 Maple Street a.k.a. 81 Maple Street (Assessor's Parcel ID 16-124-0) located in an Industrial zoning district. Applicant: Michele Martinelli, 283 Elm Street, East Longmeadow, MA 01028.

Applicant Michele Martinelli was present for discussion. The Chair inquired of the purpose of the waiver request. Ms. Martinelli summarized the business purpose. No comments were heard from the board

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members or the public. Motion to approve the site plan waiver request made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)-zero (0).

2. **SPRW 2019-17: Smoothie and Energizing Tea Shop** –Request by applicant for Site Plan Waiver for a smoothie and energizing tea shop at 130 Shaker Road (Assessor’s Parcel ID 28A-4-A-2 ) located in a Business zoning district. Applicant: Crystal Jimenez, 38 Fernwood Street, Chicopee, MA 01020.

Applicant Crystal Jimenez was present for discussion. The Chair inquired of the purpose of the waiver request. Ms. Jimenez summarized the business purpose. No comments were heard from the board members or the public. Motion to approve the site plan waiver request made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)-zero (0).

3. **SPRW 2019-18: Rage Worldwide Photography** –Request by applicant for Site Plan Waiver for a home office at 29 Fifth Street (Assessor’s Parcel ID 15-77-4Z) located in a Residential C zoning district. Applicant: Morgan Beglanger, 29 Fifth Street, East Longmeadow, MA 01028.

Applicant Morgan Beglanger was present for discussion. The Chair inquired of the purpose of the waiver request. Ms. Beglanger summarized the business purpose. Clerk Tyde Richards inquired if clients would be coming to the home office for appointments. Ms. Beglanger confirmed that no clients would be coming to her office. No further comments were heard from the board members or the public. Motion to approve the site plan waiver request made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)-zero (0).

4. **SPRW 2019-19: Golden Years Home Care Services**—Request by applicant for Site Plan Waiver for a retail, business office, training site, and adult day-care in the Business Zoning District at 38 Center Square (Assessor’s Parcel ID 27-158-0). Applicant: Lisa Santaniello, 136 Lynnwood Drive, Longmeadow, MA 01106.

Bradford Martin, Attorney representing Golden Years Elder Care, Lisa Santaniello, Trustee and Owner of the Property, Cesar Ruiz, Jr. Principle Partner of the company were present for discussion. Atty. Martin summarized the waiver request stating that the proposed use of the property would be office space, medical records storage, and space to hold staff training. He also emphasized that no exterior changes would occur to the existing structure except for those that were already approved by the Building Commissioner. He also clarified that the use would not include an adult day-care as originally stated in the application.

Vice Chair, George Kingston inquired how many staff members would be on site at any given time. Mr. Ruiz replied that there would be eight (8) staff members on site between the hours of 8 AM-5 PM. He also stated that staff trainings would occur after hours when the day-time staff had left and clarified that there were at least eight (8) available parking spaces. Discussion clarifying there are sufficient

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parking spaces for the proposed use ensued. Clerk Tyde Richards inquired if the space is handicap accessible. Mr. Ruiz stated that the doorway was being expanded to fit a wheelchair if needed and shared that there will be handicap bathroom on the first level of the building. The Chair asked how soon the old signage would be replaced to reflect Golden Years Home Care Services. Mr. Ruiz stated they have not found a design yet for a permanent sign however a temporary sign would be erected in the meantime. Motion to approve the site plan waiver made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0).

5. **SPRW 2019-20: Lussier & Sons** –Request by applicant for Site Plan Waiver for a home office for small home improvements business at 43 Breezy Knoll Road (Assessor’s Parcel ID 36-73-0) located in a Residential A zoning district. Applicant/owner: Steven Lussier, 43 Breezy Knoll Road, East Longmeadow, MA 01028.

Applicant Steven Lussier was present for discussion. The Chair inquired of the purpose of the waiver request. Mr. Lussier explained that he is a sole proprietor who works exclusively for someone else who treats him as a sub-contractor. The Chair asked if Mr. Lussier would be parking a commercial vehicle on the site. Mr. Lussier stated no commercial vehicles would be parked on site. Motion to approve the site plan waiver request made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0).

**ANR**

6. **ANR 2019-05: 15 Glendale Road** - Request for endorsement of a plan for which Approval is Not Required on a 0.55+/- acre site located at 15 Glendale Road [Assessor’s Parcel ID 16-98- 47) in the Residential C zoning district. Applicant: 88 Casino Terrace, LLC, 296 N. Main Street, East Longmeadow, MA 01028.

Thomas Kaye, owner and applicant and Dan O’Brian of Smith Associates Surveyors, representative were present for discussion. Mr. O’Brian summarized the project stating that the applicant was before the Planning Board a second time with a revised site plan with a smaller lot size on the Fifth Street parcel and a note has been added to the plan specifically stating that it is not intended to be a building lot until further action by an approval of the Department of Public Works and the Building Department. Mr. O’Brian explained that at this point Mr. Kaye is marketing the house at 15 Glendale Road and would like to maintain control over the back portion of the property for future use if the street is improved in the future. Vice Chair George Kingston shared with the public that they had received counsel from the Town Attorney that what the applicant is asking for is allowable. With that said, Vice Chair George Kingston made a motion to endorse the plan for which Approval is Not Required; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0).

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Motion to take item #11 out of order made by Vice Chair George Kingston; second by Board member Louis Morabito. Approved by vote of four (4) - zero (0).

- 11. SP 2019-04: East Longmeadow Public Library**—Request by applicant for amendment to Special Permit 2002-03 to revoke Decision Item #4 requiring unimpeded internal pedestrian traffic from the Town Hall building to and from the Library building during normal Town Hall/Library business hours. Applicant: Denise Menard, Town Manager. Representative: Layla Johnston, Library Director, 60 Center Square, East Longmeadow, MA 01028.

The Clerk read the legal notice into the record. Applicant Denise Menard, Town Manager and representative Layla Johnston, Library Director were present for discussion. Ms. Menard summarized the request for modification to Special Permit 2002-03 stating the Library Director had brought up a concern regarding the safety of the library employees working in the circulation desk area of the library.

Ms. Menard shared that the request had been reviewed by the Fire, Police, and Building Department as well as the Library Board and all are in agreement that it is a good idea to close the back entrance connecting the Town Hall to the Library building. Ms. Johnston added that the library employees keep their personal belongings in the area in question, providing another reason to close the back entrance to public use. Vice Chair George Kingston confirmed that the physical door would remain in place only the signage which states the door is for the use of the general public.

Vice Chair George Kingston shared the history of the doorway stating it came from time when it was thought that the Town Hall and the Library building would be connected on both the first and second floors and share the elevator in the library however, these plans were not acted upon in the end.

The Clerk read the Decision Item #4 from the Special Permit 2002-03 into the record, “the applicant shall provide at all time during normal Town Hall/Library business hours (first floor access) unimpeded internal pedestrian traffic from the Town Hall building to and from the new library building by Town employees and the general public. The access design and pedestrian traffic flow shall be specifically approved by the Building Inspector and the Fire Department.”

No comment in favor or opposed was heard from the public.

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

Motion to approve the modification of Special Permit made by Vice Chair George Kingston; second by Board member Louis Morabito by a vote of four(4)-zero (0).

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**CONTINUED PUBLIC HEARINGS:**

8. **SD-D2019-04 Modification of Definitive Subdivision Plans for Bella Vista Estates Phase II**—Request by applicant for modification of the subdivision plan approval for the elimination of the proposed Capri Drive wetland crossing, establishment of the temporary cul-de-sac between the Capri Drive cul-de-sac and Bella Vista Drive, removal of the section of right-of-way between the Capri Drive cul-de-sac and Bella Vista Drive, revision of lots 9,10,25 & 26 to including the land previously occupied by the removed section of the right-of-way and establishment of a 30-ft wide utility easement for proposed water and sanitary sewer utilities. Applicant: Bella Vista Holdings Realty Trust, Brian S. Fitzgerald, Trustee, 46 Center Square, East Longmeadow, MA 01028. (Cont. May 21, 2019)

The Clerk read the legal notice into the record.

Applicant Anthony Carnevale, Steven D'Ambrosio, Civil Engineer of GZA and Atty. Bradford Martin, representing the applicant were present for discussion.

Atty. Martin summarized the modification stating that original site plans had proposed extending the cul-de-sac on Capri Drive to connect with Bella Vista. However, in response to conservation concerns and limitations they are before the Planning Board with a revised site plan that will omit the road and make the cul-de-sac at the end of Capri Lane permanent. Atty. Martin explained that to do this change they had to create a utility easement across the lots from Capri Drive over to Bella Vista, also needed to reconfigure the lot which is 57 Capri Drive presently owned by the Longmores which has been agreed to and will happen. He also stated that they had a small conveyance between Mr. Carnvale and the Longmores at 57 Capri Drive to achieve that agreement.

Mr. D'Ambrosio reviewed the site plan for the general public. He noted that the revised site plans include a note on sheet 10 required by the Department of Public Works that markers be placed on two of the sewer manholes that will be within the utility easement. He also noted that they made a slight adjustment to the right-of-way at the end of Capri Drive from a 63 FT radius to a 60 FT radius to ensure 57 Capri Drive is a conforming lot.

Daniel Plotkin, 54 Capri Drive-Lot 8 spoke in favor of the approval of the modification to Subdivision Plans.

Mr. D'Ambrosio submitted the revised plans to the Planning Board. Clerk Tyde Richards read the comments from the Department of Public Works into the record. No further comment from the Board. The Chair entertained a motion to close the public hearing. Motion made by Vice Chair George Kingston; second by Board member Louis Morabito.

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Motion to approve the modification of Definitive Subdivision Plans for Bella Vista Estates Phase II made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0).

**NEW PUBLIC HEARINGS:**

**12. SD-D2019-04: Modification of Definitive Subdivision Plan for Hidden Ponds Estates**—Request by applicant for modification of approved definitive subdivision plan for Hidden Ponds Estates (Case SD-D 2018-01) to revise the sewer system design, request for in-lieu payment for sidewalk installation, and phasing of subdivision construction sequence. Applicant: Al Joyce, Rose-Bud Builders, LLC, P.O. Box 79, East Longmeadow, MA 01028.

The Clerk read the legal notice into the record. Applicant Al Joyce was present for discussion. Mr. Joyce introduced his first request regarding their request to revise the sewer system design. Discussion ensued. Vice Chair confirmed that the actual sewer lines are also on the property and therefore they are owned by the home owners not by the Department of Public Works/the town. Mr. Joyce confirmed this to be true and added that the Home Owners Association will be responsible for any maintenance or repair of the common main and their own pump and going from their own pump to the common main. The Clerk read the comments from the Department of Public Works and the Building Inspector into the record. Vice Chair George Kingston commented on the success of this sewer system design, the first of which was installed for Black Dog Lane. No comment was heard from the public. Mr. Joyce explained his second request for in-lieu payment for sidewalk installation. Ms. Brawders explained that currently the town does not have an account for an in-lieu payment for sidewalk installation, however what they may do in regard to this matter is continue the request to a later date and in the meantime discuss with the town Finance Director the possibility of creating the account. Discussion ensued. The Board agreed to accept the request contingent on the creation of the in-lieu account. Mr. Joyce asked for clarification on the process for partial lot releases. Ms. Brawders explained that Town Council asked that the Planning Board no longer allow partial releases from surety because the town ends up with roads that are not compliant and the town has to incur the expense to bring them up to standard. She further explained that if Mr. Joyce wanted to release lots from covenant then he would have to provide either a bond or a surety to ensure that he will complete the road. Ms. Brawders clarified that they must follow the Massachusetts General Law however, that does not preclude a community from imposing stricter regulations. Ms. Joyce entertained constructing the subdivision in two phases instead of one. Discussion ensued. Ms. Brawders explained that if Mr. Joyce wants to release one lot at a time he would have to go to the Department of Public Works and they will calculate a cost estimate for the entire subdivision and then

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calculate a percentage of that total amount that Mr. Joyce pay to the town in the event that he does not complete the subdivision.

Motion to approve the modification of the subdivision plan relative to the sewer system design made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)-zero (0).

Motion to accept the withdrawal of phasing request made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0).

Motion to accept the in-lieu payment for sidewalk installation contingent on the creation of fund made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four(4)- zero (0).

Motion to accept the withdrawal of the request regarding a bond made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0).

**OTHER BUSINESS:**

13. Discussion with the Health Department of "in lieu account" for sidewalk requirements for new developments in the town's subdivision regulations

Discussion moved to July 16, 2019 so Health Department may attend.

14. Preliminary discussion for amending the RULES AND REGULATIONS FOR THE SUBMISSION OF PETITIONS AND PLANS OF SUBDIVISION FOR THE TOWN OF EAST LONGMEADOW, MASSACHUSETTS to include the establishment of an IN LIEU of Sidewalk Construction fund.

14. Preliminary discussion for amending the RULES AND REGULATIONS FOR THE SUBMISSION OF PETITIONS AND PLANS OF SUBDIVISION FOR THE TOWN OF EAST LONGMEADOW, MASSACHUSETTS to include the installation of conduit for infrastructure as requested by Director of IT Department

15. Discussion of postage

Bethany Yeo, Planning Administrative Assistant shared with the Board their expenses related to postage over the last year and asked their thoughts on transitioning to receiving case packets electronically. The Board expressed their support for receiving electronic case packets. Discussion regarding the best way to share files ensued. Electronic case packets will be made viewable for the Planning Board members via Google Drive.

16. Draft Open Space and Recreation Plan: Preparation of letter of review to be included in final submittal to DCS.

The Board discussed the draft Open Space and Recreation Plan. The Chair commented on his wish to have seen more focus on open space and less focus on Heritage Park specifically. Clerk, Tyde Richards also stated his disappointment that open space in the way of athletic fields had not played a larger role

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in the plan. Vice Chair, George Kingston explained that the Open Space and Recreation Plan was written to be intentionally vague to provide flexibility. Mr. Kingston also shared with the board one of the goals of the Recreation Board is to get a consultant to create a more comprehensive evaluation of the needs and opportunities of the town.

**ADJOURN:** Motion to adjourn made by Vice Chair George Kingston; second by Board member Louis Morabito and approved by a vote of four (4)- zero (0) at 7:34 PM.

**DATE OF NEXT MEETING:**

The next scheduled meeting of the Planning Board is July 16, 2019.

Tyde Richards

Tyde Richards, Clerk

7-16-19

Date

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