



EAST LONGMEADOW PLANNING BOARD

Tuesday, June 15, 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, Clerk
Peter Punderson

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

SITE PLAN WAIVER REQUESTS

1. **Case SPRW 2021-27:** Request for Site Plan Review Waiver for Mane Room Salon, LLC a hair salon at 200 North Main Street, Suite 1101 (Assessor's Parcel ID 25-4-1101) in an existing structure in the Business zoning district. Applicant: Natasha Rodriguez, 200 North Main Street, Suite 1101, East Longmeadow, MA 01028.

Applicant was present for discussion. Ms. Rodriguez plans to hire 6 stylists and 4 estheticians. The intended hours of operation are Tuesday through Thursday from 11:00am to 8:00pm and Friday and Saturday from 11:00am to 4:00pm. No further comment.

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

2. **Case SPRW 2021-28:** Request for Site Plan Review Waiver for The Eye of Photography, a photography studio at 145 (GIS #143) Shaker Road (Assessor's Parcel ID 7-65-0) in an existing structure in the Industrial zoning district. Applicant: Kara Sweeney, 145 Shaker Road, East Longmeadow, MA 01028.

Applicant was present for discussion. Ms. Sweeney intends to operate by appointment only on weekdays between 9:00am to 1:00pm. There was clarification provided regarding the studio's location. No further questions.

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

ANR

1. **Case ANR 2021-04: Windsor Lane, Shaker Road**—Request by applicant for endorsement of a plan believed not to require subdivision approval under Subdivision Control Law to

reconfigure lot lines of existing land of the SIVAD Nominee Trust into new parcels VIII-3R (Assessor's Parcel ID 20-24-3) 42,395 +/- sq. ft. and Lot A (Assessor's Parcel ID 20-9-0) 1,258,784 +/- sq. ft. located in the Residence A and Commercial zoning districts. Applicant: John H. Davis, Trustee and Stephen A. Davis, Trustee, the SIVAD Nominee Trust, PO Box 15709, Springfield, MA 01115. (Cont. 6/15/2021)

Vice Chair George Kingston provided procedural history regarding this filing. The lots that were claimed to have precedence were previously approved under a subdivision plan. Vice Chair Kingston opined that an ANR is a privilege granted when frontage is available. The appropriate steps would be to add a cul de sac to provide appropriate frontage and create accessibility for emergency personnel. If frontage doesn't exist, he recommends the applicant file a subdivision application. Director Yeo explained the applicant had requested the matter be continued to the June 20, 2021 Planning Board meeting to give them time to respond.

Motion to continue filing to June 20, 2021 meeting made by Board Member Pete Punderson; second by Vice Chair George Kingston and approved by roll call vote four (4)-zero (0).

OTHER BUSINESS

3. Local Rapid Recovery Plan (LRRP) Community Diagnostic Presentation by Lori Tanner and Greg Richane, PVPC

Lori Tanner, of Pioneer Valley Planning Commission was present for discussion. This Plan aims to focus on downtown areas and the impact of COVID-19 on local businesses in such areas. This study focused on a segment of North Main Street from the Springfield border to Harkness Avenue. The public realm is due for an upgrade to make it safer and more accessible for pedestrians. Chair Denver asked if PVPC took into account individual site plan approvals, specifically for parking requirements. Ms. Tanner noted that they did not. She also noted no businesses in the focus area responded to the surveys distributed by PVPC. Chair Denver inquired if funding from this grant be allocated to restriping the crosswalks and cleaning up the sidewalks. Ms. Yeo noted that the Planning Department in conjunction with the DPW applied for the bonus round of the Shared Streets grant which can fund the crosswalks in the area. Ms. Tanner shared data regarding the consumer profiles.

Ms. Tanner shared ideas generated through the diagnostic process and community input, which included creating a walking and dining district, provide small business technical assistance with website development, and popup stores in vacant retail spaces. The next steps are for PVPC to hold meetings and discussions with a variety of stakeholders in town to begin developing projects in July and for the final written report to be delivered by August.

The Planning Board members shared their feedback and recommendations. Chair Russell Denver stated that infrastructure upgrade is necessary in order to achieve the goals of the PVPC's plan. With proper lighting, sidewalk marking and landscaping, residents and consumers would feel more comfortable participating in the planned events. Ms. Yeo shared the proposed plans for the funding provided by the Shared Streets and Spaces Grant program. The Board expressed satisfaction with the plans provided and expressed a collective interest in first revitalizing the infrastructure.

4. Outdoor Dining Update

Ms. Yeo provided the Board members with an update regarding the extension of outdoor dining until April 1, 2022. Remote meetings will continue through September per Chair Denver's suggestion.

5. Joint Discussion With Planning Board and Master Plan Steering Committee– 7 PM

Review and Discussion of adoption of the 2021 Resilient Comprehensive Master Plan

Members of the Master Plan Steering Committee were added for discussion. Vice Chair George Kingston noted that due to the late delivery of materials, he was unable to provide a full review. He did remind Ken Comia that the Indigenous Peoples of East Longmeadow are Agawams and needs to be corrected. Connor O'Shea introduced the Master Plan Steering Committee members. He suggested that more comparisons to Longmeadow should be provided in lieu of other neighboring towns such as Wilbraham and West Springfield. Many residents are traveling out of town for work. The main recommendations include protecting the natural environment, preserving community character, improving the walkability of the Center Square region and ensuring sustainability. Chair Russell Denver requested more time to review the materials and asked Ms. Yeo to place the adoption of the Master Plan on the July 13, 2021 meeting. Chair Denver requested clarification as to the formal adoption process and thanked the Master Plan Steering Committee members for their diligence. Ms. Yeo explained per the Massachusetts General Law only the Planning Board was required to adopt the new Master Plan however, the Town Council could also hold an adoption ceremony as a formality should they choose to do so.

ADJOURN Motion to adjourn made by Vice Chair George Kingston; second by Board Member Pete Punderson and was approved by roll call vote four (4)-zero (0) at 7:18 pm.

Respectfully submitted.

Rebecca A. Jones,
Planning & Community Development Administrative Assistant