

Planning Board Regular Meeting
March 7, 2018
Accepted with corrections 4/4/18

Planning Board – Regular Meeting
Longmeadow High School - Meeting Room A15
535 Bliss Road, Longmeadow, MA
Wednesday, March 7, 2018
7:30 p.m.

Present: Ken Taylor; Donald Holland, Chair; Bruce Colton; Walter Gunn, Clerk; Heather Laporte

Also Present: Stephen Crane

The Planning Board regular meeting was called to order at 7:30 p.m. by Donald Holland, Chair.

Mr. Holland addressed the Site Plan Review for the proposed new Department of Public Works (DPW) Facility at 170 Dwight Rd. following the previous public hearing, on the matter, held at 7:00 PM.

Mr. Colton made a motion to approve the Site and Design Review Plan as presented and noted as case number 20180103-4 for the proposed DPW facility at 170 Dwight Rd. which was seconded by Mr. Taylor. Mr. Holland called for a vote. The Site Plan was approved 4-0 with one abstention: Ms. Laporte was not present for the public hearing portion of the Site and Design Review process.

Mr. Holland then announced there were no announcements, correspondence or ANR Plan submittals at the time of posting.

Mr. Colton made a motion to amend the Planning Board Rules and Regulations by deleting the current Section 4.2 "Filing", last amended July 1, 2015, and replacing it with the revised version Section 4.2. The case number assigned for reference was 20180307-1. Mr. Gunn seconded the motion. Mr. Colton commented that this amendment had been reviewed by town counsel and with the addition of Mr. Colton's comments this would prevent future misunderstandings of this section. Voting for the amendment was Colton, Holland, Gunn, Taylor and Laporte. Mr. Gunn will present the amended rules and regulations to the Clerk as soon as possible.

Request for Waiver of Site and Design Review regarding improvements to Williams Place, 813 Williams St. Mr. Holland introduced Mr. Kevin Morin of Colebrook Management. The case number assigned was 20180307-2. Mr. Morin presented a complete application for Longmeadow Mall, LP to present exterior changes to 793 Williams St, the former Hu Ke Lau Restaurant originally presented in August, 2016 that did were deemed insignificant and did not require Planning Board review. The presentation tonight concerns the right two thirds of the space being leased to a restaurant, The Meeting House. The page on the plan noted as "update 3/7/18" changes windows and adds a portico to the front entrance. Bruce Colton inquired as to the measurements of the portico and window locations of which the applicant could provide no information. Mr. Gunn inquired as to the length of the portico. Mr. Morin stated for the record

that six feet of sidewalk would remain in front of the proposed portico. Construction would start upon plan approval. Mr. Crane was assured that there would be no patio on the right side of the building. Mr. Colton reminded the applicant that signage would be a separate application.

Mr. Gunn made a motion to waive Site and Design Review for case number 20180307-2 for the plans submitted by Longmeadow Mall, LP conditional that the signage noted in the plans submitted are not included in motion of approval and that there will be at least six feet of sidewalk in front of the portico at the "Meeting House" entrance. Ms. Laporte seconded the motion. Being no further comments the Board voted 5-0 to approve the Waiver. Mr. Morin was reminded that an appeal could be made to the Planning Board vote within twenty days of the filing of the decision.

Informal discussion – Willie Ross School for the Deaf. Mr. Holland was advised by Board members that he could deliberate on this matter based on the level of his relationship with Willie Ross. Ms. Bonnie Katusich, Director of Operations and Mr. Burt Carter presented conceptual plans for improvements to an office building located on the corner of Nevins Ave. and Norway St. (104 Nevins Ave.) for six full time employees (FTE's). The building would add a full second floor, a new entry way, and ADA accessibility. The foot print of the existing building would not change with the proposed alterations. Mr. Holland noted that this plan would need to go before the ZBA for a special permit prior to a Site and Design Review by the Planning Board as the property is non-conforming. Mr. Gunn noted email correspondence from Mr. David Gustafson concerning the proposed project. The applicant noted they had two separate projects for 104 Nevins Ave. and 32 Norway St. Mr. Gunn was concerned that that the applicant's two site plans could be considered as one especially regarding site drainage issues.

Visitor Comments: Being a regular planning board meeting, Mr. Andrew Lam, 734R Longmeadow St. presented a Site and Design Review application and payment for 734 Longmeadow St. The case number assigned was 20180307-4 Mr. Gunn will bring the application to the town clerk for time stamping. The Board will deliberate at its April Meeting to accept the application and set a date for a public hearing on the matter.

Mr. Colton left the meeting at 8:25 PM

Ms. Laporte is concerned that a bed and breakfast can be established anywhere in town with a ZBA special permit as well as a guest house which is not defined in the Zoning By-laws. Stephen Crane noted that a Bed and Breakfast requires significant investment to meet modern regulations.

Mr. Gunn made a motion to accept the minutes of September 6, 2017 as presented. Mr. Taylor seconded. The minutes were approved 4-0

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Mr. Gunn made a motion to accept the minutes of December 6, 2017 as presented. Mr. Taylor seconded. The minutes were approved 4-0.

Mr. Gunn made a motion to accept the minutes of December 6, 2017 as amended with corrections. Mr. Taylor seconded. The minutes were approved 3-0 with Mr. Holland abstaining.

The Board continued the vote on the public hearing and public meeting minutes of Jan 17, 2018 to its next meeting.

Mr. Gunn made a motion to accept the minutes of February 13, 2018 special meeting as presented. Ms. Laporte seconded. The minutes were approved 4-

Ms. Laporte made a motion to adjourn the meeting at 8:39 PM. Mr. Taylor seconded the motion. The meeting adjourned on a vote of 4-0

Respectfully submitted,

Walter Gunn