

Planning Board Regular Meeting
April 4, 2018
Accepted 5/2/18

Planning Board – Regular Meeting
Longmeadow High School – Meeting Room A15
535 Bliss Road, Longmeadow, MA
Wednesday, April 4, 2018
7:00 PM

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

Also Present: Stephen Crane, Town Manager

The meeting was called to order at 7:01 p.m. by Chair, Don Holland.

Site and Design Review Application. Longmeadow Historic Preservation Partners, 734 Longmeadow Street – Dr. Lam.

Dr. Lam submitted the completed site & design plan application to the Board. He is present with Jeff Squire, architect. Dr. Lam presented the completed plans that show an increase in parking to 36 spaces. They will not seek a ZBA parking variance. The police and fire departments made a recommendation to widen the entry drive to 20 feet instead of 18 feet so a fire truck can get through and instead of a speed bump it was suggested that a speed table be put in. The snow storage area was displayed. Dr. Lam indicated extra copies of the plan revisions were provided to Stephen Crane and his team.

Jeff Squire discussed the parking lot would be constructed with porous asphalt. Site lighting would be 3 ft. high steel landscape ballers along the outside of the parking lot and main entry area to keep lighting to a minimum. Walter Gunn asked if there would be lighting on the building itself. Mr. Squire mentioned that egress lighting will be on the building and any as well as any additional required lighting. Hedges will be planted to screen the parking lot from the neighbors and neighboring streets and some landscape flowering will be done. The front metal fence will remain. Mr. Gunn asked if the lighting would remain on 24 hours or be on a timer. He was advised that the lighting would be on during business operational hours. Dr. Lam mentioned that the sign would be simple to the historic nature of the site such as **734 Brewer Young Mansion Built 1885** and attached to the fence on the property line. It was noted the sign would be 24 inches by 30 inches. Dr. Lam mentioned the driveway to the right of the building would be removed to add grass and landscaping. The garage will remain. Don Holland asked about potential tenants and was advised there are two interested individuals. One is a financial advisor with no employees and lives within walking distance and a sole physician with 9 assistants, both with ties to Longmeadow. Dr. Lam is very confident they will sign on. With these two tenants about 60 percent of the building will be occupied. An analysis conducted shows 47 % of the building as physician office and 53% professional.

Mr. Holland was concerned that the tenants may not always be the same, so space may become an issue and that parking at the Mansion should be based on occupants and not to rely

Planning Board Regular Meeting

April 4, 2018

Accepted 5/2/18

on Community House parking. Dr. Lam agreed and would add more parking, if required. Stephen Crane advised Mr. Squire that the town engineer, Andrew Krar would like to review the porous pavement specs and to review the grading and drainage.

Don Holland suggested having an exit sign on the property to caution drivers on their way off the property.

Don Holland then opened up the meeting to Visitor Comments (limited to 3 minutes).

Henry Cropsey – 862 Longmeadow Street

Mr. Cropsey stated that he has had concerns related to the proposed *use* of the Young Home. Now that the town has voted to have the property zoned a commercial he now wants to make the project as safe as possible. His two concerns are:

1. The proposed new entrance. He feels it would be best to expand the existing driveway and run all traffic in and out the property through one point of access.
2. He would like the board to continue with its historical tradition of requiring an independent traffic study conducted by a third-party engineering firm.

Walter Gunn made a motion to accept the site and design review application as complete.

Bruce Colton seconded the motion. The motion carried 5-0.

The public hearing on this matter will take place May 2nd at the High School @ 6:00pm.

New Business:

Site and Design Application ANR – 20180404-1, Wireless Edge Towers

Wireless Edge Towers is represented by Edward D. Pare Jr., Attorney with Brown Rudnick. He is here to file the site and design review application for a cell tower that is proposed to be constructed near the tennis courts on Bliss Court. Verizon is the lead carrier at this point, others may join. Stephen Crane mentioned the lease and rental of town facilities is a town manager authority. The Select Board has endorsed the concept of a cell tower at Bliss CT. The selection of this company was done over an open procurement.

The poles would be approximately 3 feet across. There will be a balloon test on April 21st from 12:00 noon to 3:00 pm as required by the zoning by-law. A crane raised to 132 feet. An application has been filed with the ZBA, but not yet scheduled.

Don Holland mentioned the town has an exclusive license agreement with Comcast and believes this may violate the best efforts clause. Stephen Crane will look into the possible violation of the license agreement. It was noted that Wireless Edge offers infrastructure for the wireless carriers. Mr. Crane mentioned that residents have contacted the town regarding improved cell service in town. The rents from this lease will yield \$50 to \$60 thousand in revenue per year.

Planning Board Regular Meeting
April 4, 2018
Accepted 5/2/18

Walter Gunn made a motion to accept the application by Wireless Edge Towers as complete, case number 20184040-1 with a proposed public hearing on June 6, 2018. Ken Taylor seconded the motion. The motion carried 5-0.

Proposed Zoning By-Law Changes for 2018 Annual Town Meeting

Stephen Crane provided an overview of the proposed Zoning by-law amendments for Annual Town Meeting. They are the result of an informal ad hoc group that discusses issues or concerns that pertain to the current by-laws.

Article 28 – Private garage (overnight parking). The intent is to clarify the zoning by-law and not to completely change it with an amendment and present it at the next public hearing. This amendment will clarify the vehicle types, whether lettering of any type can be on the vehicle, the size/weight of the vehicle and that the vehicle must be registered to the property address in which it is being stored overnight. The Supreme Court has now stated that the non - acceptance of signage in a by-law can cause first amendment right issues.

Article 29 – Sign (Monument). The group would like to add the definition of a ‘Monument’ to the zoning by-law. ***Monument – A sign made of durable materials where the entire bottom of the sign is affixed to the ground that is not internally illuminated and does not have variable/digital message boards.*** These signs are commonly used to both improve wayfinding and as decorative landscape features on non-residential properties.

Article 30, 6.15 – Monument Signs for Non-Residential Uses Located Within Residential Zones. Within this article it would provide dimensional restrictions such as maximum area; height; number of signs and setbacks. Adding this would allow for non-residential uses in residential areas to have entry signage subject to a special permit granted by the ZBA and subject to dimensional restrictions.

A Public Hearing on these zoning amendments will be held May 2nd. The Planning Board will vote to recommend these articles at its May 2nd meeting. Two-thirds vote required to pass at Town Meeting

Walter Gunn made a motion to accept the minutes of the Public Hearing dated January 17th, 2018 as amended with corrections. Ken Taylor seconded the motion. The minutes were approved 4-0 Bruce Colton abstaining.

Heather Laporte made a motion to accept the minutes of the Regular Meeting dated January 17th, 2018 as amended with corrections. Mr. Taylor seconded the motion. The minutes were approved 4-0, Bruce Colton abstaining.

Bruce Colton made a motion to accept the minutes of the Public Hearing dated March 7th, 2018 as amended with corrections. Walter Gunn seconded the motion. The minutes were approved 4-0, Heather Laporte abstaining.

Planning Board Regular Meeting

April 4, 2018

Accepted 5/2/18

Bruce Colton made a motion to accept the minutes of the Regular Meeting dated March 7th, 2018 as amended with corrections. Heather Laporte seconded the motion. The minutes were approved 5-0.

Don Holland made a motion to adjourn to the Executive Session without returning back to the Regular Meeting for the purpose of approving the Executive Session minutes at 8:51 pm.

Voting for the adjournment was: Heather Laporte; Bruce Colton; Walter Gunn; Ken Taylor and Don Holland.

Respectfully submitted,

Sharon Smith

SS:wtg

- Documents presented at this meeting:
 1. Public Comment Letter – Henry Cropsey
 2. Longmeadow Town By-Laws – Articles 28; 29 and 30