

**TOWN OF LUDLOW PLANNING BOARD  
MINUTES OF THE MEETING OF  
June 27, 2024**

**PLANNING BOARD MEMBERS**

Raymond Phoenix – Chairman (Present)  
Joel Silva – Vice Chairman (Present)  
Joseph Queiroga (Present)  
Joshua Carpenter (Present)  
Christopher Coelho (Present)  
Kathleen Houle, Associate Member (Absent)

The meeting began at 7:00 p.m. in the Selectmen's Conference Room.

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**PUBLIC HEARING – Special Permit/Home Occupation – Jillian Beaulieu – 28 Woodland Place  
(Assessors' Map 33, Parcel 111H) (home office for interior design business)**

**SEE SEPARATE MINUTES**

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**Site Sketch – 1 Moody Street (Assessors' Map 3, Parcel 45) Lyon Offices LLC (Autism Cares)  
(installation of a playscape area)**

*Bill Keavany – Pearson Associates, and Gary Courchesne – G & H Landscaping, were present for the appointment.*

Mr. Keavany explained that Autism Cares would like to add a playscape in a controlled area on the property.

Mr. Phoenix commented that he didn't see a crosswalk noted on the plan. Mr. Keavany said that it could be included in the plan, and noted that the area will be entirely fenced in.

Mr. Phoenix read the waiver request and the comments from the town departments which included no concerns. Mr. Stefancik remarked that this is the first amendment to the current site plan on file.

Mr. Carpenter: I'll **MOVE** to waive the full site plan in favor of a sketch due to the low changeover on the blueprint and furthermore to waive the public hearing.

**SECOND** Mr. Queiroga.

**5-0 in Favor.**

Mr. Carpenter: I will make a **MOTION** to approve the site sketch once they add in the crosswalk to the plan.

**SECOND** Mr. Queiroga.

**5-0 in Favor.**

*Documents: Master application; waiver request; comments from Town Departments/Boards; Site Plan: Proposed Modifications for: NEOS 1 Moody Street Ludlow, MA 01056 (6/24/2024)*

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**Cancel meeting of July 11, 2024**

Mr. Stefancik remarked that there is nothing scheduled for the upcoming meeting on July 11, 2024.

Mr. Carpenter: I make a **MOTION** to cancel the July 11, 2024 meeting.

**SECOND** Mr. Silva.

**5-0 in Favor.**

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**File Mail Item 41 - Legal Notice – Zoning Board of Appeals – 0 Swan Avenue – Lot A**

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**File Mail Item 42 - Legal Notice – Zoning Board of Appeals – 0 Swan Avenue – Lot B**

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**File Mail Item 43 - Legal Notice – Zoning Board of Appeals – 0 Loopley Street – Lot C**

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**File Mail Item 44 - Legal Notice – Zoning Board of Appeals – 0 Loopley Street – Lot D**

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In reference to the above Mail Items 41-44, Mr. Phoenix asked Mr. Stefancik to contact town counsel to clarify whether adjoining lots under common ownership that fail to meet the criteria for dimensional requirements are automatically merged under state law in order to make them as conforming as possible, and to copy the Zoning Board of Appeals with the results.

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**CONSENT AGENDA:**

*The Board approved the Consent Agenda under unanimous consent.*

- ◆ FILE Mail Item 40. - Legal Notices from surrounding communities
  - ◆ APPROVE/SIGN Minutes of June 13, 2024
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Mr. Carpenter: **MOTION** to adjourn.

**SECOND** Mr. Coelho.

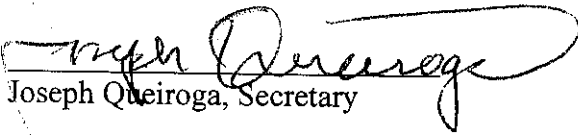
Mr. Phoenix: Motion to adjourn is always in order and not debatable.

**5-0 in Favor.**

Meeting adjourned at 7:23 p.m.

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APPROVED:

  
Joseph Queiroga, Secretary

(All related documents can be viewed at the Planning Board Office during regular business hours.)

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**TOWN OF LUDLOW PLANNING BOARD  
PUBLIC HEARING – SPECIAL PERMIT/HOME OCCUPATION  
28 Woodland Place (Assessors' Map 33, Parcel 111H)  
Jillian Beaulieu  
(home office for interior design business)  
June 27, 2024**

**PLANNING BOARD MEMBERS**

Raymond Phoenix – Chairman (Present)  
Joel Silva – Vice Chairman (Present)  
Joseph Queiroga (Present)  
Joshua Carpenter (Present)  
Christopher Coelho (Present)  
Kathleen Houle, Associate Member (Absent)

The public hearing began at 7:00 p.m. in the Selectmen's Conference Room

*In attendance: Jillian Beaulieu*

Mr. Phoenix read the legal notice, advised the public that the hearing was being recorded, and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: home office for interior design business.

Mr. Phoenix: With that, if you just let us know what it is that you're looking to do at the property. I know I've got some of the paperwork. I can go over that in a second. But just to kinda get an idea of what you're looking for.

Ms. Beaulieu: I'm just looking to work out of my home. I'm just gonna start my own interior design business. I just graduated, so there's just nothing crazy, working on a laptop out of my house.

Mr. Coelho: So, I suppose you won't be having a lot of people coming to your house, you're gonna be doing other people's?

Ms. Beaulieu: Yep. I wouldn't have any clients coming over.

Mr. Phoenix: Okay. And from the paperwork, yeah, run a small interior design business out of my parents' home, area that you're looking to use is about 150 square feet out of a little over 2,000. Number of non-resident employees, zero. No signage planned, no customers at the house, no unusual deliveries. Nothing that would make it look less residential. You are looking to use a vehicle in connection with the business. It'd be a Toyota Avalon, which is 2,500 pounds GVW. And I do have a signed request for the waiver of the full site plan in favor of a sketch and photos as we have on file if anybody wants to take a look at that. Beyond the questions that I already had there. I think I also saw that there was the signed checklists, yes, perfect. Does anybody from the board have anything that they would like to add or ask at this time?

Mr. Silva: Well, they already said no deliveries. Right? No materials. You pretty much just do your thing, visit the sites.

Ms. Beaulieu: Yep.

Mr. Silva: I guess it's pretty simple.

Mr. Queiroga: And no employees, right?

Ms. Beaulieu: Nope.

Mr. Phoenix: So, the three things and, well formally, I will open it up to the non-existent public in the room just to, to make sure we cross our t's, dot our i's. So, if anybody has anything that they would like to add or ask, this would be a dandy time for that. Hearing nothing, the three things that we'd be looking for would be a finding as to whether this is a suitable home occupation under the bylaw, action on the waiver, and action on the item itself. And I suppose as a fourth one, action on the status of the public hearing. Does anybody have any motions that they would like to make on any of those?

Mr. Coelho: Mr. Chairman.

Mr. Phoenix: Mr. Coelho.

Mr. Coelho: I **MOVE** to find that the interior decorator business, as described by Ms. Beaulieu at 28 Woodland Palace, is suitable under the home occupation bylaw. And I **MOVE** to waive the site plan at 28 Woodland Place. Did I say palace the first time?

Mr. Phoenix: You did.

Mr. Coelho: I'm sorry. At 28 Woodland Place in favor of a sketch and photos as prepared by the applicant since this is in relation to the home occupation and doing so is consistent with the purpose and intent of the zoning bylaw. Furthermore, I **MOVE** to approve the Special Permit under 7.0.4 a-m and the Home Occupation under Section 6.2.1-6.2.13 for Ms. Beaulieu...

Ms. Beaulieu: Beaulieu.

Mr. Coelho: ...Beaulieu at 28 Woodland Place with the restriction that the permit will run with the applicant and not the property, and furthermore, I will **MOVE** to close the public hearing. **Second** Mr. Carpenter.

Mr. Phoenix: So, just to make it clear before I call for the vote, this motion would be a motion in the standard form to find that it's a suitable home occupation, again, in the standard form to approve the waiver in favor of the sketch and photos, again in the standard form to approve and then to close the public hearing. Is that a fair summary?

Mr. Coelho: Exactly.

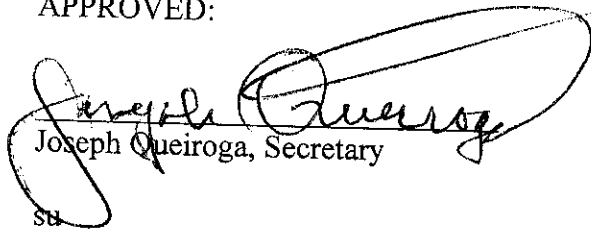
Mr. Phoenix: Okay. With everybody having that understanding, this is a roll call vote.

**5-0 in Favor.**

**Roll call vote: Mr. Carpenter – yes; Mr. Coelho – yes; Mr. Silva – yes; Mr. Queiroga – yes; Mr. Phoenix – yes.**

*The public hearing was closed at 7:06 p.m.*

APPROVED:

  
Joseph Queiroga, Secretary  
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Documents: Master application

*(Documents pertaining to this hearing are available for viewing in the Planning Board Office during regular business hours).*