

**TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
December 12, 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)

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

PUBLIC HEARING – Revocation of Site Plan – 4-8 White Street (Assessors' Map 15B, Parcel 39)

SEE SEPARATE MINUTES

**PUBLIC HEARING – Special Permit/Home Occupation – Ryan Leveille – 519 Moore Street
(Assessors' Map 33, Parcel 52K) (custom wood crafts & trophies)**

SEE SEPARATE MINUTES

**PUBLIC HEARING – Site Plan – CA Real Estate Holdings, LLC (Gerald Renaud)
40 Westover Road (Assessors' Map 3, Parcel 110) (proposed +/- 26,000 SF addition to the existing
facility with associated site improvements)**

SEE SEPARATE MINUTES

CONSENT AGENDA:

The Board approved the Consent Agenda under unanimous consent.

- ◆ FILE Mail Item 70. - Legal Notices from surrounding communities
 - ◆ APPROVE/SIGN Minutes of November 14, 2024
 - ◆ APPROVE Change of Occupancy:
 - Amy Fields (Brookside Café) 6-8 Fuller Street (from restaurant/bar to restaurant/bar)
 - ◆ SIGN Special Permits:
 - Craig Authier – 0 Kendall Street (estate lot)
 - Haci i Brahim Bayram – 19 Munsing Avenue (office for Uber/Lyft business)
 - Jessica Leonczyk – 97 Allison Lane (baking sourdough goods)
-

Release of Covenant – Lot 14 Fox Run Estates

Mr. Stefancik explained that the property is for sale and that the previous Release of Covenant did not reference the correct book and page for this lot.

Mr. Phoenix: Is there a MOTION on approving the release of Lot 14 of Fox Run Estates?

Mr. Carpenter: **SO MOVED.**

SECOND Mr. Coelho.

5-0 in Favor.

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Documents: Emails from James E. Baker P.C. (December 9-11, 2024)

ADU Bylaw

Mr. Stefancik reviewed additional changes to the proposed ADU Bylaw including limiting no more than two ADUs per property, which would include one by right and the second by Special Permit. The Board agreed that unlimited ADUs after the initial would be fine with special permit approval. Mr. Stefancik also noted some changes that town counsel recommended.

A public hearing will be scheduled for January 2025.

Documents: Draft Accessory Dwelling Units Bylaw

File Mail Item 71 - Legal Notice – Ludlow Conservation Commission – Notice of Intent – 40 Westover Road

File Mail Item 72 - Revised Legal Notice – Ludlow Zoning Board of Appeals – 76 Ravenwood Drive/6 Miller Street

Mr. Phoenix mentioned that Mr. Queiroga submitted his resignation from the Planning Board effective December 31, 2024.

Mr. Coelho: I'd like to **MOVE** that Doug or Sue craft a letter of appreciation to Mr. Queiroga's years of service and we all sign it and accept his resignation.

SECOND Mr. Carpenter.

5-0 in Favor.

Mr. Carpenter: **MOTION** to adjourn.

SECOND Mr. Queiroga.

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

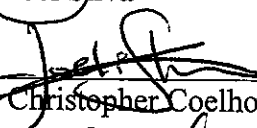
5-0 in Favor.

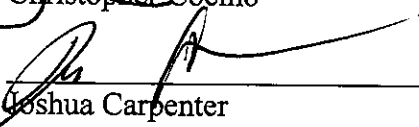
Meeting adjourned at 8:44 p.m.

APPROVED:


Raymond Phoenix


Joel Silva


Christopher Coelho


Joshua Carpenter

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

**TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – REVOCATION OF SITE PLAN
4-8 White Street (Assessors' Map 15B, Parcel 39)
Ali Bulut
December 12, 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)

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

In attendance: Attorney Neil Phillips, attendees

Mr. Phoenix read the legal notice and advised the public that the hearing was being recorded.

Mr. Phoenix: Hey, Ludlow Town Hall's calling me. That's nice of them. If I had to guess it's maybe about Saturday for Wreaths Across America, I don't know. Find out later. Please be advised, this is from Department of Inspectional Services, please be advised of the address known as 8 White Street Ludlow, Mass 01056 (Map 15B, Parcel 39) is currently not in compliance with the Massachusetts State Building Code. An emergency meeting with the Board of Health director, Fire Captain Falconer, owner and renter of the property was on October 23, 2024, explaining what was required to bring this property up to the current code. Nothing was done to start this process. The renters continued to occupy the dwelling/work on property with no certificate of occupancy, or permit. As of November 14th, 2024, a stop work order and danger notice is posted to the address by Building Commissioner Church after a fire was reported at that address, the Turkish Club. Commissioner Church and Fire Captain Falconer met again on November 19, 2024, with the renter of the Turkish Club after the fire and danger notice/stop work order were issued to explain the steps required to go forward. At this time, the Planning Department had already issued a revocation of site plan hearing scheduled for December 12, 2024. Because of the multiple complaints on this address, the commissioner, the fire captain explained at this time we needed to wait till after the hearing to move forward with any renovations on the commercial property. If you have any questions, you may contact the Building Department. And there's the phone number provided. Sincerely, BJ Church, Building Commissioner/Zoning Enforcement Officer. For correspondence, we've got Doug reached out to the various departments and there was a response that came in from the health director saying, Good morning, Doug, thank you for the information. I went out last week, Thursday 11/14 to conduct the Prime Meat Market pre-op food inspection. They're in compliance with the health department's requirements as far as the food code goes. I'm attaching their food establishment permit if needed. I'm happy to send along their food inspection as well. Thank you. From the Fire Department, we have a full data incident report. There's a whole lot of dates and times and things like that. As far as the narrative, that's probably the most interesting part. We received a call from Citizen Security that there was an activated fire alarm at 4 White Street. We responded

in Engine 3 with two firefighters. Upon our arrival we could hear the fire alarm sounding. There were multiple people in the Turkish Soccer Club side of the building. There was a language barrier present, but we were able to ascertain that there was an electrical problem with their coffee maker, and it started to smoke. A pull box was activated by the front door. I reset the pull box, but to reset the fire alarm, I needed to access the side of the building in which the meat market was. There was no Knox Box on the building and Citizen Security had no key holder information. One of the occupants from the Turkish Soccer Club called the landlord and left multiple messages. With no way to reset the fire alarm, we had to leave it sounding until the morning when someone comes to open the meat market. ~~On the way there was scorched wiring in the switch assembly for the coffee maker. I found it unplugged. I explained multiple times that the coffee maker could not be plugged in or used, otherwise there could be a fire or someone could get hurt. The people on scene seemed to understand the coffee maker could not be plugged in or used. So that's what I have for correspondence. I would say the original reason why we called this was because of the issues that were continuing to go on with parking at the property prior to the incident with the Fire Department. I think there were also some issues as far as cooking equipment, things like that, that were all part of the discussion between Health and Building and the people for the property. But we had discussed previously that the parking at the property is what's approved on the site plan. It's not wherever people choose to park. It's not double parking, it's not triple parking, it's parking in the parking spaces, and that still was not going on even after we had people in, at one of our meetings. Even when there were only a handful of cars in the lot, they were still double parking, which makes absolutely no sense when there were plenty of available actual parking spots, which makes it seem almost like it's willfully trying to go out of the way to not follow the rules.~~

Atty. Phillips: Can I address that?

Mr. Phoenix: In a moment. So, at that time we discussed it amongst the board. We decided we needed to do something to take action on it as this has been a, a repeat problem at the property. So, we decided to call this hearing to kind of draw attention to the, the severity of the problem with the idea, I think we even talked about at that time, God forbid there's a fire and people are double and triple parked and then lo and behold, there ends up being an issue with a fire at the property. Thankfully not a large one, but nevertheless it could have been, which is why those rules exist, which is why those parking spaces are what they are, which is why people shouldn't be parking behind other cars and blocking them in and limiting access to the building. So that, that's kind of where we're at. I don't know that it's in our, I don't know, it's our desired outcome to revoke the entire site plan because that could have potential negative outcome for the other tenant in the building who hasn't had any issues that I'm aware of. But we need to find a path forward where whatever is going on in that building is being done in a safe and legal manner. And I think that's, that's the driving force behind having this meeting tonight. Is there anything else that the board would like to say before I ask for?

Mr. Coelho: Mr. Chairman?

Mr. Phoenix: Mr. Coelho.

Mr. Coelho: Refresh my memory. Is this the first such hearing we've had on this? The site's been in such regulatory quandary for years now, I tend to get 'em a little confused.

Mr. Phoenix: I think we may have had a revocation hearing back when it was the old market in there when they were having the issue with the wine grapes trailer.

Mr. Coelho: Right.

Mr. Phoenix: But under the new tenants, I think we had them come in and have a, a discussion with us, but it was not a formal hearing process.

Mr. Coelho: Okay. And may I see the Board of Health's inspection as well?

Mr. Phoenix: They gave us a note about that. Is it, got the permit? I'll give you what I have.

Mr. Coelho: Thanks.

Mr. Phoenix: Anything else from the Board at this time?

Mr. Silva: Nope.

Mr. Phoenix: Okay. If the tenants or the owner would like to kinda speak at this time or the representative, this would be a good time for that.

Atty. Phillips: I'm Neil Phillips. I'm here for Ali Bulut who can't make it tonight, but I don't think it's willful. I just think it's sheer stupidity. Double parking. --- a space. I mean we talked about this at length with you at an earlier meeting. I don't know if these gentlemen were here, but now they tell me tonight they've got a lease arrangement with a beauty salon for parking across the street. I thought it was the hotel, they say it's a beauty salon. Nothing in writing yet, but they've got this agreement. Is that true, gentlemen?

Mr. ?: Yes.

Mr. ?: Yes.

Atty. Phillips: And these are members of the Turkish Club, and I don't, I think they want to save their club. Stupidity about the coffee maker, that's almost insane. Firemen coming and this and that. I mean, I think Ali read them the riot act in terms of straightening things out and made them change their ways, I hope. And I'd give them 90 days and if they don't do it, pull it, if they don't change it.

Mr. Phoenix: I think the other thing that...

Atty. Phillips: Parking and the safety.

Mr. Phoenix: I think, yeah, and I, I think from our perspective, the main thing is the parking.

Atty. Phillips: Absolutely.

Mr. Phoenix: The rest, as far as the, anything with electrical safety, fire, health codes, that's all under somebody else's watch. You know, we're certainly not gonna say everything's fine if we hear something back from them saying it's not. I think the other takeaway that I got from some of the correspondence and from the notes from Fire is that it might not be a bad idea to install a Knox Box at the property, especially if access to the, the equipment is only through one side of the building, making sure that, God forbid, something were to happen again. That fire can, you

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know, that fire can get in and be able to have access in an emergency. I think that'd be a good takeaway no matter what.

Mr. Coelho: Do we have a picture of their site plan that you can put up on the?

Mr. Phoenix: Do you have a digital copy, Doug?

Atty. Phillips: And I guess there's no, no problem with the Brazilian market, right? The meat market?

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Mr. Phoenix: I haven't seen any problem with it, you know, when they're in operation. I haven't seen any problems with the parking. I think that's been running pretty smoothly from what I've seen. I don't know about anybody else going by.

Atty. Phillips: And Ali has banned them from the building, I guess for a little while, started this matter. Is that true? You're not in there?

Mr. ?: I'm not in there.

Mr. Silva: I think it's only the market that operates. Right. They come in later at night, so they have the full parking during the day for the market.

Atty. Phillips: What time do you come in?

Mr. ?: 8:00.

Mr. Coelho: And let me ask the applicant or not the applicants at this point, the social club here, I'm assuming Turkish is the language you speak?

Mr. ?: Yep.

Mr. ?: Yes.

Mr. Coelho: Is there somebody that speaks very good English that could translate to Turkish, so we don't have any more miscommunications?

Mr. ?: Yeah.

Mr. Coelho: Okay, great.

Mr. Phoenix: Looking for it, Doug?

Mr. Stefancik: Yeah.

Mr. Phoenix: I mean the, the basics are, there's, off the top of my head, I wanna say it's around 12, 13 total spaces. The majority of 'em are directly in front of the building.

Atty. Phillips: Right.

Mr. Phoenix: Some are pushed a little bit farther back because of the access ramp in front of the, the prime meat market. But they're all otherwise in a line, with the exception of some angled parking toward the edge of the property, which is a location where we've seen a dumpster, the wine trailer, things like that in the past. But there's no parking area currently on the side of the building. But cars were routinely still parking on the grass over there.

Atty. Phillips: Would you allow them to park over there if you lined it? RECEIVED TOWN CLERK'S OFFICE

Mr. Phoenix: If it were on the site plan and paved and striped, then yeah. 2025 JAN 24 A 11:11

Mr. Coelho: I mean I think those questions are gonna be answered if we can find the actual, TOWN OF LUDLOW what's approved there.

Mr. Phoenix: Well, there should be a copy of the plan in that file, just.

Mr. Coelho: Oh, right in front of me? Yeah, imagine that.

Mr. Phoenix: I Just figured waiting for a digital one, but there should be.

Mr. Coelho: Well, it would be easier, but.

Mr. Stefancik: That's it, right there.

Mr. Coelho: This one right here?

Mr. Stefancik: Yeah, but what's the date on that?

Mr. Coelho: 10/30/23. Yeah. Okay, so just to make sure everybody's clear, you guys are familiar with this drawing. If you can ask them in Turkish, please.

Mr. Stefancik: I got it up on the screen.

Mr. Phoenix: There it is.

Mr. Coelho: Everybody's familiar with this plan. That's the same plan there, correct? Those lines, those lines indicate that's the only place cars can park. Can you, so anywhere outside of those lines is gonna be a, is a strict violation regardless of what's painted on the ground or not. This is what it goes by.

(tenants conversing in Turkish)

Mr. ?: Would you guys like us to bring a written agreement from the salon across?

Mr. Coelho: No.

Mr. Phoenix: Well, if they're gonna be using parking from somewhere else, we should have something on file for that. We should also just have that on file attached to the site plan for that property because they're using the parking for something other than just the, the things in that building.

Mr. Coelho: Well, that makes sense.

Mr. Phoenix: Which, considering it's off hours, I don't think there's gonna be a huge issue. I don't think there's much of any traffic in there for like the eye places or any of the other stuff. Yeah, after hours. I mean, there might be maybe the occasional time somebody's in there, but I don't think it's frequently enough to amount to a whole hill of beans. So, I think it's just a matter of getting that paperwork once that's all signed so that we have that on file. But from our perspective, for the parking for the social club, we're not concerned about finding the additional spaces because you have what we require by statute in order to have that operation going on in there. But any additional cars that you have, you need to have a place to put them. Whether that means parking over in the commuter lot behind McDonald's and people driving, you know, three or four people over at a time and you know, carpooling from around the corner, whatever that looks like for you, that's fine by us. If it's, it's not that we need to find the parking, it's that you just can't have all those cars there. So, whether those cars stay at people's houses, whether they park at McDonald's, whether you talk to Big Y, the hotel, whatever place you talk to, that's, that's not really our concern here. If it's gonna interfere with the parking at the other place, that's a different, that's a different thing. But for this property, it's just, you can't have 20 cars, and you can't have cars behind cars.

Mr. ?: Want me translate to him?

Mr. Phoenix: Sure.

(tenants conversing in Turkish)

Mr. ?: --- we don't have 20 cars in there. Like we have like 10, 15 cars.

Mr. Coelho: If that's what you can have.

Mr. Phoenix: That's what you have for spaces.

Mr. Coelho: That's it.

Mr. Phoenix: If there's even a single one above that, it's wrong. That's what's allowed.

Mr. Coelho: That's it.

Atty. Phillips: That's the end. That's why you gotta use that hair salon.

Mr. ?: Yes.

Mr. Phoenix: Because what's the official total there? Because I can't see the table. Thirteen? I thought it was like around 12 or 13. Yeah, so that's, that's it.

Mr. ?: No more cars.

(multiple people talking)

Mr. Phoenix: I've even seen a car parked behind the empty handicap spot. It's, it's just, it's silly. It really is silly.

Mr. Queiroga: Those two were counted around the corner there?

(tenants conversing in Turkish)

Mr. Silva: Is there a reason why they can't pave everything over there?

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Mr. Phoenix: It just never got done. I mean there, there's certain limitations as far as setbacks and things, but I mean, they're up against the turnpike on the back, so we're not gonna care too, too much about anything back there. And they've got enough side yard, they can do some stuff. There's a, a tree that blocks a little bit of the access. But I think it just comes down to what was on the plan when it came in.

Mr. Coelho: And that's, that's what it all boils down to. So, it's on the plan.

Mr. Phoenix: If I remember correctly, and this is going back a little ways to when Eddie had come in with his version of it, I think he was largely looking to just kind of codify what he was actually doing there. And I think he had looked a little bit at possibly either expanding the building or changing some of the parking. He wasn't sure what direction he was gonna go. He was thinking about taking his office from Turnpike Package and putting it over there somehow and then taking the produce place and putting that over where Turnpike Packy. He had ideas and he just wanted to have a plan on file to work from. And that's, that's kind of where we're at now is it was more of an existing conditions type of plan.

Atty. Phillips: Did he pass on or?

Mr. Phoenix: To Florida. So, I think that was the, the history of it, if I remember. I could be slightly off on that, but I think that was where that kind of came from. So, if the owner wants to change things that's well within their right to have a new plan drafted and we can review that. And I don't know how many more spaces they'd be able to squeak out depending on the geometry of the spaces. I would assume you could get at least a few with like, along the side of the building and along. But, you know, especially, you know, not having that all drawn out and what I, I don't wanna make assumptions as far as what those numbers might look like. I'll leave that to the people with the CAD program to push that around and figure that out. But...

Atty. Phillips: It have to be paved in order to do ---.

Mr. Phoenix: Yes.

Mr. Silva: I mean --- that they still need to maintain the snow storage. So, their limits, even if they pave more, some storage still needs to stay, but if they have an agreement to get that on record, materialize that agreement.

Mr. Phoenix: So, I mean that's, I mean, again, I don't think the board wants to do anything that's gonna really jeopardize it, 'cause other than the cars, we didn't really have a problem with it before, from our perspective. There's whatever with Fire and Health Department and all that, that's a whole separate kettle of fish. But from our perspective it really comes down to that parking issue. Are we comfortable letting them have some more time to, to give it a shot, 'cause from what the building inspector's saying, she's not willing to let them move forward on doing any of the repair work or any of that other stuff while this is still open. So, I think to satisfy her,

we would need to close this hearing without revoking and then possibly just look at revisiting this and if necessary, opening another hearing down the line. I think that would be the course of action that allows them to move forward. Otherwise, our path would be taking action on revoking tonight, which could have other implications. Or if somebody's got a third path, I'm willing to entertain that as well.

Mr. Carpenter: Ninety days.

Mr. Coelho: Oh, okay. Okay. Hold on, hold on, hold on. What does that mean? 90 days? What do you mean by 90 days?

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Mr. Carpenter: If they're doing the renovations and all that, they have 90 days to come back with either that plan or an updated one. And if they're not in compliance, then we go back to revoking.

Mr. Phoenix: I would tweak that a little bit because the thing is I don't know how long it's gonna take them to get whatever work is necessary.

Mr. Silva: How much damage was done on the ---?

Mr. Phoenix: So, I think I'd be willing to say that we close this public hearing, I think, give them 90 days to give us documentation that they have a plan in place as far as overflow parking, whatever that might look at, look like, and have the understanding that if this continues to be a problem, then when we do another one of these hearings, the outcome is probably not going to be the same as tonight.

Mr. Coelho: Well, that's what I was thinking. Can we include in the motion that further violation of the site plan leads to automatic revocation? I mean we are having the hearing. I mean, that has a little more teeth, you know, I mean if you're not gonna listen over and over again.

Mr. Phoenix: Oh, I, believe me, I get that. But my concern is if we say further violation then we need to be looking at specificity because does that include by one tenant, either tenant, both tenants, the property owner? Does that include if they have a minor violation one time, what is, what is the threshold on that? I'd rather have us have the discretion of we're gonna come back if this continues to be a problem and just give them the time to be able to do it.

Mr. Coelho: You're being a lot more commendable than me, but I see what you're saying.

Mr. Phoenix: If it weren't for the fact that the building inspector wants this to be a closed issue, I'd say we hold it open for 90 days and just come back and talk about it some more. But that doesn't seem to be.

Mr. Carpenter: So, we could hypothetically close it...

Mr. Coelho: And have another one.

Mr. Carpenter: ...and have another meeting in 90 days.

Mr. Phoenix: How about we schedule an informal meeting in 90 days to revisit and see where things are at.

Mr. Coelho: Okay.

Mr. Phoenix: And you know, we still reserve the right at any time to call for another public hearing for ---.

Mr. Coelho: Can we just continue this hearing for 90 days? I don't think so, 'cause I don't think that's gonna satisfy the building inspector. I think she wants us to.

Mr. Coelho: Well, but we haven't revoked anything.

Mr. Phoenix: But the way that she worded that in the letter leads me to think as long as this is open, she's not gonna let them move forward with fixing and if they can't fix, they can't reinhabit. And if they can't reinhabit, then they're not gonna do right or do wrong.

Mr. Coelho: Logic. Okay.

Mr. Carpenter: So, I'll make a motion to hold an informal meeting in 90 days.

Mr. Coelho: Mr. Chairman, this is a public hearing.

Mr. Phoenix: Yes.

Mr. Coelho: People are allowed to speak.

Mr. Phoenix: They are.

Mr. Coelho: I think somebody has a question.

Mr. Carpenter: I Apologize.

Ms. Strempek: I'm from the Building Department.

Mr. Phoenix: Okay. Can I just get your, your name please?

Ms. Strempek: My name's Kelly Strempek.

Mr. Phoenix: Thank you.

Ms. Strempek: I'm the admin over there.

Mr. Phoenix: Okay.

Ms. Strempek: She's, the Building Commissioner is fine. She just didn't want them to take out permits and start doing work if you guys were gonna revoke everything. That's her main concern...

Mr. Phoenix: Okay.

Ms. Strempek: ...that she would not allow them to start anything if everything's gonna be shut down.

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Mr. Phoenix: Well, we don't want to do that.

Ms. Strempek: Right, I'm just, so you know kind of like where she's at.

Mr. Phoenix: So, do you believe then that if we were to, instead of what we were just contemplating, if we were to continue the public hearing for 90 days to give them time to resolve all the outstanding issues and make sure that everything's in compliance and then talk about it and see where things are at in 90 days, would that be satisfactory? Or is that still gonna be too much of a question mark?

Ms. Strempek: Your, well your main focus is the, the parking. Correct?

Mr. Phoenix: Yes.

Ms. Strempek: Okay.

Mr. Phoenix: I mean, I'd like to see them also take care of putting in Knox Box on the building, but that's.

Mr. Coelho: At this point we're at, I'm sorry, excuse me. I'm sorry. I'm sorry Mr. Chairman. I think at this point we're concerned about everything now.

Ms. Strempek: Well, the Fire Department, when they did go there for that, we have had Citizen Security has gone there and put in the strokes and the pull boxes. And last I knew they were supposed to be getting a Knox Box for the building.

Mr. Phoenix: Okay.

Ms. Strempek: That's last I knew. I haven't talked to Seth Falconer about it lately. So, they were supposed to be getting that done. So, I know that per Citizens, all of the other things inside of the buildings on 4-6 and 8 were taken care of.

Mr. Phoenix: Okay.

Ms. Strempek: But those are taken care of currently. And that's, I guess when the fire did happen, that's what they did. They pulled one of the pulled tabs or whatever they're called and that's how, I guess how it worked out. But she, yeah, again, with the commissioner, she's just worried that if they start doing renovations and they're putting all this money into the building and then you guys revoke it and they're out, they're --- out that as well.

Mr. Phoenix: I mean that, that's up to them realistically that that's a risk that they're gonna have to take as the tenant and the property owner. The property owner has to have trust in the tenants that they're not gonna do things to jeopardize the property and the approval that they have to operate there. And the tenants need to be willing to, to do what they need to, to follow the rules. So, it's, from our perspective, it's in their court. They either take care of whatever code violations they have, and they follow the rules as defined on the site plan or they don't. And that's, you know, we've established that they weren't following them before, we had an informal meeting, they weren't following them. Then they were told they weren't supposed to be doing anything in there, but they were still doing stuff in there. So, we have kind, and it's also on the heels and I

know it's different issues and everything, but there's still some kinda muscle memory of the old people that were in there with --- it, it's been a problematic parcel and I, I think we're trying to limit everything that we're considering to this tenant, this owner, this, everything. But even under that, it's been, there's a bit of a pattern at this point. So, it's, it's the ball's in their court. So, I mean if, you know, if BJ's gonna be fine with us continuing it, I think that's where we'd be more comfortable.

Mr. Coelho: Me for sure.

Mr. Phoenix: And then it's just on them to, to do what they need to do. Okay.

Mr. Carpenter: Mr. Chairman, when we talked about the parking lease agreement.

Mr. Phoenix: Yes.

Mr. Carpenter: Do you want that at the, the 90 days as well? And what about the, the other building you wanna note for them? Right?

Mr. Phoenix: I mean whatever the agreement is, we're gonna want to have that on file for both properties if, we might want to just take a look at what's going on, on the other one. I, like I said, I don't suspect there's gonna be any problem there because of the, the hours of operation and everything. If we wanted to be pains in the butt, we could talk to them about, you know, kind of changing some stuff to tweak their site plan as far as the, the usage of some of those parking spaces to call out which ones are being separately leased, et cetera, et cetera, et cetera. But I don't know that that's going to get us much of anywhere in this case. And even if we did ask them to do that, I, at this point, I'd be inclined to, to waive fees and everything to just try and get this to, to an end where everybody is able to go about their lives. But it's, you know, I, it's tough 'cause if, if we're looking, I mean think about when we're looking at CVS, we had the issue with the linoleum place that wanted to turn into a package store and we had the way that the parking was being split up there and what spaces were being used by who, that all had to get called out. I, I think as long as we're calling it out that these are different hours, we're probably, but we're just gonna wanna look at it and talk about it when it comes in.

Mr. Carpenter: How about, I'll make a **MOTION** to continue this public hearing to 90 days from today?

Mr. Phoenix: How about to the?

Mr. Carpenter: Whatever the meeting, the First meeting in March is that --- first meeting in March?

Mr. Phoenix: That Works. Continue to the first meeting in March. We need, we need an actual time and date certain.

Ms. Urban: March 13th at 7:00.

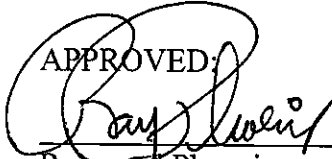
Mr. Carpenter: So, I'll make a **MOTION** to continue the public hearing to March 13th at 7:00 PM.

SECOND Mr. Queiroga.

5-0 in Favor.

The public hearing was continued until March 13, 2025, at 7:00 p.m.

APPROVED:


Raymond Phoenix


Joel Silva


Christopher Coelho


Joshua Carpenter

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2025 JAN 24 A 11:11
TOWN OF BULUT

Documents: Letter from Department of Inspectional Services (December 11, 2024); Email from Paulina Matusik (11/18/2024); Fire Full Data Incident Report (11/15/2024); Email from Douglas Stefancik to Jaden Mai, Dunn & Phillips, P.C. (November 13, 2024); Existing conditions Site Plan – 4-8 White Street (10/30/2023)

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

**TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT/HOME OCCUPATION
519 Moore Street (Assessors' Map 33, Parcel 52K)
Ryan Leveille**

(custom wood crafts & trophies)

December 12, 2024

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2025 JAN 24 A 11:12

TOWN OF LUDLOW

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 7:37 p.m. in the Selectmen's Conference Room.

In attendance: Ryan Leveille, attendees

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: custom wood crafts & trophies.

Mr. Phoenix: Going over the paperwork that I have here, as I kind of touched on RJ's Custom Wood and Trophies, detailed description: I'd like to start a business utilizing my workshop and garage to sell custom wood crafts and trophies. We have the home occupation supplement filled out saying that the home is 2,786, you're looking to use 600 square feet. No non-resident employees, no planned signage at the site. You would have customers coming to the house, no deliveries unlike a normal residence, no changes that make it look less residential. Commercial vehicle in connection with the business would be a 2016 Jeep Patriot at 4,500 GVW. And you have signed the request for the waiver of a full site plan in favor of a sketch and photos as you have been kind enough to provide for us. Kinda just showing the current state of things, making sure that when you put up giant neon towers in your front yard advertising the business, we can say those weren't there before. With that, I'll open things up by asking you to maybe describe a little bit more of what you're looking to do at the property.

Mr. Leveille: So pretty much, I mean, I've kind of already been doing it. I'm big on woodworking. I've been doing it for a while just for family, friends, work associates, and I guess you could say it's getting busier, so obviously the IRS, I don't them coming after me, so I need, in order to open up a business account with the bank, I need a DBA. So that is pretty much why I'm here, to get the authorization to do so.

Mr. Phoenix: Definitely heard that kind of story before.

Mr. Leveille: Yeah.

Mr. Phoenix: I think the first question that I would have, because you did have it circled as a yes on the form, the customers coming to the house, the way the regulation's written, you're allowed to have up to two cars there during business hours more than during non-business hours. But obviously, you know, we want to make sure that the residential nature of neighborhood doesn't get too infringed on by a lot of traffic. What are, what are you envisioning as far as customers coming to the house? Is that just on an occasional basis? Is what, what kind of?

Mr. Leveille: Yes, sir. On occasion, whenever the, the product's complete, I'll either deliver it or they'll just come and pick it up.

Mr. Phoenix: Okay.

Mr. Leveille: And I mean the, the driveway's pretty, pretty big as well. We can fit about ten or twelve cars on our driveway. But there's no possible way that's gonna happen.

Mr. Phoenix: Okay. Beyond that, I think I'm pretty good. I think I did see that the checklists were signed off on saying that you kinda know all those 26 bullet points that we used to read off and make people sit there and listen to us read every time. Does the board have any comments, questions, or concerns at this time?

Mr. Coelho: Most of the tools you use are just regular woodworking tools? No industrial lathes or anything?

Mr. Leveille: No, sir. The closest thing is the laser engraver itself, but it's just an exhaust, just like a dryer exhaust and there's no, I guess construction, it just goes right out the basement window secured, and then it just basically just blows out the, the smoke, I guess that's pretty much it. And it...

Mr. Coelho: I had one for my 3D printer, so yeah.

Mr. Leveille: They don't, they don't cause a fire. And there's also an emergency off button. Supposed to monitoring it the whole time it's working anyway, so.

Mr. Silva: What about the wood waste? How well do you manage the waste?

Mr. Leveille: Oh, I have a fire pit in the backyard.

Mr. Silva: Okay.

Mr. Leveille: So, I pretty much use that during obviously the fall winter season. And my neighbor also has a, a chimney or a, you know, a fireplace. He can't use pine, but he can use whatever else I have. So just give it to him.

Mr. Silva: Cool.

Mr. Carpenter: And all your, all your deliveries, you just pick 'em up. You don't have like CA Smith coming down dropping lumber?

Mr. Leveille: No, no. I, no, I go get it myself, actually Saturday I gotta go. But yeah, no, I go pick up my own.

Mr. Queiroga: Do you have any employees?

Mr. Leveille: I do not. Not yet. No, I won't. I don't think I will. This is just my hobby. Might as well make a little profit off of it. That's pretty much all I'm doing.

Mr. Coelho: Hey, do what you love, and you don't have to work a day in your life, right?

Mr. Leveille: Yeah, I wish.

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Mr. Phoenix: Okay. Hearing nothing else from the board, I will open it up to comments, questions, concerns for the public at this time. If you do have anything, I would ask that you state your name and address for the record and address anything that you have myself as chairman, I'll do my best to get you any information that you need. Does anybody have anything at this time? Hearing nothing, I believe we have a couple findings that we can make possibly even in the standard form, a motion that maybe we can make even in the standard form and possibly even close the public hearing.

Mr. Coelho: Mr. Chairman.

Mr. Carpenter: You look, you look like...

Mr. Phoenix: Mr. Coelho.

Mr. Coelho: I **MOVE** to find that the woodworking business as described by Mr. Leveille of 519 Moore Street, is suitable under the home occupation under the bylaw. Additionally, I **MOVE** to waive the site plan for Mr. Leveille at 519 Moore Street in favor of sketch and photos as prepared by the applicant since this in relation to a home occupation and doing so is consistent with the purpose and intent of the zoning bylaw and I also **MOVE** to approve the Special Permit under 7.0.4 a through m and the Home Occupation under Section 6.2.1 through 6.2.13 for Mr. Leveille at 519 Moore Street with the restriction that the permit will run with the applicant and not with the property. And furthermore, I will add to my motion to close the public hearing. **SECOND** Mr. Carpenter.

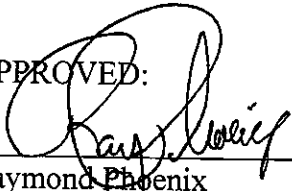
Mr. Phoenix: Motion's been made and seconded to find that it's an allowable use, to grant the waiver of the full plan down to the sketch and photos, to approve in the standard form, and to close the public hearing. With that understanding, this is a special permit. I am going to call the roll.

5-0 in Favor.

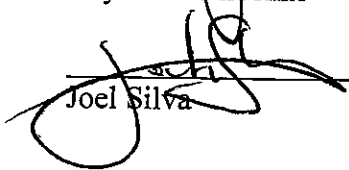
Roll call vote: Mr. Queiroga – yes; Mr. Silva – yes; Mr. Coelho – yes; Mr. Carpenter – yes; Mr. Phoenix – yes.

The public hearing was closed at 7:45 p.m.


APPROVED:



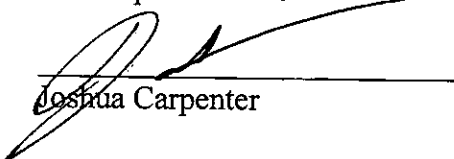
Raymond Phoenix



Joel Silva



Christopher Coelho



Joshua Carpenter

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TOWN OF LUVERNA

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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).

**TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SITE PLAN
40 Westover Road (Assessors' Map 3, Parcel 110)
CA Real Estate Holdings, LLC (Gerald Renaud)
(proposed +/- 26,000 SF addition to the existing facility with associated site improvements)**

December 12, 2024

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PLANNING BOARD MEMBERS

2025 JAN 24 A 11:12

TOWN OF LUDLOW

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 7:48 p.m. in the Selectmen's Conference Room.

In attendance: Timothy Houle – BL Companies, attendees

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: proposed +/- 26,000 SF addition to the existing facility with associated site improvements.

Mr. Phoenix: Correspondence that I have from other groups here, we have no comment from the Health Director. We have Fire Department; To whom it may concern, the site plan proposed for 40 Westover Road has been reviewed for compliance. The following will be required in accordance with the Town of Ludlow Bylaws: A rapid entry system Knox Box, hey, we just talked about one of those, to be ordered and approved by the Fire Prevention Office. Mounting location of box to be approved by AHJ. Sprinkler system plan review to be conducted by Fire Prevention Office. Fire alarm system plan review to be conducted by Fire Prevention Office. Liquified propane gas permit required for storage or propane greater than 42-pound aggregate capacity. Address numbers to be clearly posted on the front of the building, must be clearly seen from Westover Road. Please note any omissions or missed items during this plan review does not relieve the owner or contractor from meeting all applicable codes, laws, regulations, and standards as they apply to the construction, maintenance or use of this building. Please feel free to contact this office if you have any questions or concerns regarding this matter. Respectfully, Seth Falconer, Ludlow Fire Department, Fire Prevention Officer. ConsCom; Notice of Intent is on file. DPW; We've reviewed the site plan with an issuance date of November 11th with a revision date of December 2nd and have the following comments. Contractor must obtain a construction within the public way permit for the underground utilities within the public way, including but not limited to, sanitary sewer, storm drainage, water and gas service. Sanitary sewer connection fee shall be established by the Department of Public Works; 2. Verify all new water connections at Springfield Water and Sewer Commission; 3. Submit a copy of the NPDES Construction General Permit and the SWPPP when completed and submitted. Required certification statements in SWPPP and illicit discharge statement and storm water report need to be signed and submitted once completed. If you have any questions regarding these comments

do not hesitate to call. We reserve the right to review and comment on revised submittals. From our own office, in the person of Doug at the end of the table. We kind of have him going through our checklist and I see a whole lot of black check marks, which is always an encouraging sign. I don't see anything called out in red up to and including in the additional requirements, which is unusual. So that's what I have. Would you care to go over for us what you're proposing?

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Mr. Houle: Sure. So, for the record, my name is Tim Houle, civil engineer from BL Companies. I'm here on behalf of the applicant, Mr. Renaud from CA Real Estate Holding. He is the landowner here at 40 Westover Road. He's actually another business entity that he owns is BNR Machine, which has, they own one building and lease two other spaces around the corner quite closer towards, towards the base. And their business operations are just too large. They need to consolidate into one building. So, he actually purchased this property a handful of years ago with the intention of consolidating his operations into one site to improve efficiency and provide a little extra capacity for his business. So, as I mentioned, the property's 40 Westover Road. Just a quick overview, it's about a three-and-a-half-acre parcel. The building itself that's there today is a little over 10,000 square feet, primarily office layout inside. It was built, I think, around like '93, give or take, formerly occupied by ESCO Graphics. They left a couple of years ago in and around that COVID timeframe. Mr. Renaud bought the property shortly thereafter. It's been vacant since as he's kind of worked through the process of figuring out his business plan and working through some of the engineering here. It's bordered by Kleeburg across Westover Road, Duralast Roofing to the east, which is the, the top side of the plan sheet, Boomerang storage to the west, which is the bottom. And then there's kind of a, a mixed-use industrial to the rear of the property at 407 and 409 West Street. The site currently, and which the survey plan, I think, fell out of my paper set here. The existing property has, all the parking is kind of located in the back of the building with a little bit along the side. There's about 53 parking spaces or so. There's one at grade loading door on the backside of the existing building and one loading dock height door. All the existing utilities are run in underground into this facility. There's water and sewer coming in dead center in the, the middle of the building, pretty much. Electric, telecommunications and gas are underground, more or less under the, the driveway or the green space between the driveway and the building. There are wetlands on site, all on the, was that, that's the west side, which is the south, the plan south side of the sheet here. We have been before Conservation Commission last week and we obtained approval on that. We are in the appeal period currently on the Order of Conditions. But essentially, it's a, an intermittent water course and bordering vegetative wetland. We do show, you know, the line work on the bottom with also the 25 foot no work zone per the town wetland regulations. This is not in a floodplain. And as far as the stormwater infrastructure on the site, there is some, however, it's not up to current standards as it was developed and designed before the, the Wetlands Protection Act and the adoption of the stormwater management standards. The roof drains from the existing building, more or less get piped right out towards the wetland. There is a trench drain at the loading area of the existing building to catch the, the --- door and the loading dock. The captured water from that trench drain is treated in a, like an oil water separator before discharge towards the wetland and then the vast majority of the paved area for parking and driveway. There is no formal collection or treatment, it's just sheet flow off the edge of the paving through a couple of curb cuts close to the wetlands. So, for permits, as I mentioned, we did receive a positive vote on an Order of Conditions from Conservation Commission. We are in the appeal period for that. We are here tonight for the site plan approval. We have also applied for a stormwater permit with Department of Public Works. As you read the notes, there's no substantial comments there, it's more checklist items as the application materials get finalized. And then we are currently in discussions with Springfield Water and Sewer regarding the water and sewer connections for this facility. For the proposed conditions, which is the site plan that I have in front of, in front of me here today. And

THIS IS A FULL ENGINEER PLAN SETS. WE HAVE EVERYTHING AT OUR DISPOSAL TO GO OVER, BUT AS I MENTIONED, THE EXISTING BUILDING IS AROUND 10,200 SQUARE FEET THAT IS REMAINING. THE USE INSIDE IS TO REMAIN LARGELY AS AN OFFICE USE. THE MAJORITY OF THAT SPACE WILL IN FACT BE UNIMPROVED. IT'S IN GOOD CONDITION. HE WANTS TO LEAVE IT HOW IT IS. THE PROPOSED EXPANSION IS A TOTAL OF AROUND 26,000 SQUARE FEET. THERE'S, WE LABEL IT AS TWO SEPARATE BUILDINGS JUST BECAUSE FROM A STRUCTURAL STANDPOINT IT MAKES MORE SENSE TO DO SO. WE HAVE A SMALL CONNECTOR BUILDING IN THE MIDDLE HERE THAT'S GOING TO HAVE A LOWER ROOF HEIGHT TO MATCH THE EXISTING BUILDING. I THINK IT'S AROUND LIKE 14 TO 16 FEET. AND I DO HAVE BUILDING ELEVATIONS IN THE PLAN SET THAT WE CAN JUMP TO AT THE END. BUT THIS CONNECTOR BUILDING SERVES TWO MAIN PURPOSES. ONE, IT'S PART OF THE ADDITION AND A LOWER HEIGHT SO THAT STRUCTURALLY WE CAN DESIGN THAT TO ACCOMMODATE THE DIFFERENT SNOW LOADING CONDITIONS THAT HAPPEN WITH A TALLER BUILDING ON ONE SIDE AND A LOWER BUILDING ON THE OTHER, YOU GET DRIFTS THAT PILE UP. IT'S EASIER TO DO THAT IN A NEW BUILDING RATHER THAN RETROFIT AN EXISTING BUILDING. SO, FROM AN EFFICIENCY STANDPOINT, THAT MAKES A LOT OF SENSE. AND IT'S ALSO WHERE WE HAVE THE SHIPPING AND RECEIVING PROPOSED. SO, THERE'S TWO RECEIVING DOORS THERE LABELED ON THE SITE PLAN HERE AS SHIPPING AND RECEIVING. ONE IS A LOADING DOCK, WHICH IS THE ONE MORE PLAN, RIGHT. THE ONE TO THE PLAN LEFT IS AN AT GRADE DOOR. BOTH OF THESE ARE SIZED FOR FULL TRACTOR TRAILERS. THE INTENTION IS THERE'S ONE OR TWO DELIVERIES A WEEK THAT ARE FULL TRACTOR TRAILERS. THERE MAY BE ONE OR TWO DELIVERIES A WEEK THAT ARE SMALLER BOX TRUCKS, SO THIS KIND OF LAYOUT CAN ACCOMMODATE THAT FAIRLY WELL. MOVING FARTHER TO THE REAR, THE LARGER BUILDING BACK HERE IS ABOUT 24,000 SQUARE FEET, ROUGHLY 100 BY 240. THAT IS WHERE THE MAIN, LIKE MACHINE SHOP PRODUCTION AREA SPACE IS GOING TO BE. IT'S PRIMARILY AN OPEN FLOOR PLAN FOR EASE OF FLOW AND OPERATIONS FOR VARIOUS MACHINING EQUIPMENT. THERE WILL BE SOME ACCESSORY STORAGE IN THERE OF RAW GOODS AND FINISHED GOODS, BUT IT'S PRIMARILY EQUIPMENT, MACHINING EQUIPMENT IN THERE. AND THEN DOWN AT THE END OF THAT BUILDING, WE DO HAVE AN --- DOOR AT THE VERY END THAT IS A SECONDARY DOOR NOT GOING TO BE USED VERY OFTEN, BUT IN THE EVENT THAT THEY NEED TO BRING IN NEW PIECES OF EQUIPMENT OR NEED SECONDARY BUILDING ACCESS, THAT'S REALLY WHAT THAT IS THERE FOR. THERE REALLY ISN'T A DAY-TO-DAY EXPECTATION OF ANY SHIPPING OR RECEIVING THERE. THAT WOULD BE IN THE EVENT OF OVERFLOW, OR LIKE I MENTIONED, NEW EQUIPMENT COMING IN AND OUT. THE BUILDING LOCATIONS FOR THE EXPANSION IS DESIGNED IN COMPLIANCE WITH ALL THE SETBACKS. THE CLOSEST THAT WE GET IS THE REAR, WE'RE ABOUT TWO FEET OFF OF THE REAR SETBACK. AND THE SIDE, WHICH WOULD BE THE EAST SIDE. THE NORTH SIDE OF THE PLAN HERE WE'RE ABOUT SEVEN, EIGHT FEET OVER AND ABOVE THE REQUIRED SETBACK FOR LANDSCAPE BUFFERS. WE ALSO ARE DESIGNED IN COMPLIANCE WITH THE SETBACKS. WE HAVE AN EXTRA ROUGHLY 35 FEET OR SO ON THE FRONT FROM THE STREET TO THE PARKING. THE SIDE, LET'S SEE, WE'RE ABOUT DOUBLE THE REQUIRED SETBACK AND IN THE REAR ABOUT FOUR TIMES THE REQUIRED SETBACK FOR THE LANDSCAPE BUFFERS. FOR LOT COVERAGE, IT IS JUST UNDER THE MAXIMUM OF 50%, WE'RE AT LIKE 49.8. TOTAL PARKING PROPOSED, THERE'S ABOUT 62 SPACES HERE. MR. RENAUD IS EXPECTING ABOUT 50 EMPLOYEES WHEN HE'S OPERATING AT HIS MAXIMUM LEVEL AND MAXIMUM EFFICIENCY. SO, THE 62 GIVES A LITTLE BIT OF EXTRA FOR VISITORS OR, YOU KNOW, A LITTLE BIT OF OVERFLOW.

Mr. Phoenix: Or just expansion and growth, which is always good to plan for.

Mr. Houle: Yes, exactly. We do show a separate snow storage plan, but essentially the snow storage is the two areas along the driveway that are closer to the wetland. But we highlighted them outside of the 25 foot no work zone, so there's no risk of snow being pushed into the wetland itself. And then we had at the end of the building that the plan right side, the open space located kind of between the end of parking and the building, that's a, a good spot for snow storage. And then in the front parking lot, the space more or less between the parking and the street will have some snow storage capacity as well. All of those are away from the sensitive wetland area or stormwater management features, which are set a little bit farther back from the edge of paving. The dumpster location is at, if you follow the main drive in, it's all the way at the

very back. We do propose a, an enclosure around that six-foot-high black vinyl coated chain link fence with privacy slats. This location, we feel is a net improvement. The existing dumpster location is tucked in pretty close to the wetland and actually partially inside the no work zone. And it's right near one of the curb cuts, so it doesn't, in the event of something leaking out of a dumpster, it doesn't have any form of treatment or capture. So, relocating that away is a substantial improvement from an environmental standpoint. There is one small outdoor storage pad located kind of in this corner between the connector building and the existing building. It's just a very small pad for the event of a little bit of overflow of raw materials. There's no intention to store finished goods there. There is a small six-foot-high fence with privacy slats. Again, to enclose that for security and screening purposes. The traffic is expected to be very minimal here. We did include a traffic memo in our application materials. Essentially, Mr. Renaud is relocating from an existing facility, so it's more or less gonna have no net impact on, on the road network because he is literally right around the corner, so all the.

Mr. Phoenix: Well, I always find that to be a unfair argument because something's gonna be going in where he was, so it's still going to have a net increase overall. Ultimately, I don't know that we're concerned about it, especially in the neighborhood where this happens to be, but I always find that argument to be inappropriate.

Mr. Houle: Okay. Understood. Yeah. And, and I think that's fair.

Mr. Phoenix: If, if the other property were gonna be turned into a meadow, then sure. But that's, that's not the reality of it.

Mr. Houle: Right, right. Understood. Our traffic memo does get into a little bit more of that. The total trips here are expected to be under a hundred in the peak hour, which in the traffic engineering world, that's the general accepted threshold to need a full traffic study. We did request a waiver from the full traffic study requirement as a result of that.

Mr. Phoenix: I didn't see that in the thing when I was reading through, but I can take a look for that.

Mr. Houle: Yeah, I think we put it on the application. The description on the application itself.

Mr. Phoenix: 'Cause normally when that happens, when there's a request for a waiver, that's usually highlighted in red on Doug's sheet too, so I was surprised that nothing was in red there, but I'll see what I can find.

Mr. Houle: Yeah, it would've either been in the narrative that Doug has up on the screen now or the written description portion on the application form itself. I can take a peek at that as well.

Mr. Phoenix: It's in the detailed description of proposal, it looks like. Applicant requests a waiver from traffic study requirement from --- project narrative. So, I guess I'll go find the project narrative.

Mr. Houle: So, then in the project narrative there is a traffic section on page four where we talk about more of like the trip generation and traffic circulation. So, I can give kind of an overview of what's stated here. There's one proposed driveway access off of Westover Road. It's actually in the exact same location that the current one is. We are opening it up a little bit so that tractor trailers can safely circulate in and out without having to back in off the street. The existing curb

cut is a little too narrow for that safe maneuvering to happen. The driveway's proposed to be 24 feet wide and is not to be used as, is to be used as access for passenger cars, refuse trucks, box trucks and various delivery vehicles up to a full-size tractor trailer. There's a proposed parking lot in the front for 34 cars. All those spaces are minimum 9 by 18. There's three ADA accessible parking spaces in the front as well, right outside the main entrance. And the southwest portion of the site has additional parking for another 28 vehicles, again, all 9 by 18 for passenger cars. This area in the back as well is also the truck circulation area so they can pull into the site and then back up to the loading doors and then pull out of the site. The dumpster we talked about. The proposed redevelopment generates traffic volumes that should not have a significant impact on the network, the roadway network. And we do reference the traffic memo, which was in Appendix D, which was the last appendix. And in there they do talk about, a little bit about the roadway network itself, and the trips expected here in the morning peak hour was about 39 total, and in the afternoon peak hour 36 total. There is a little bit more in here about the roadway network itself and some public transit available.

Mr. Phoenix: Just out of curiosity here, well first of all, having to hunt for the information and go dot to dot to dot is usually less than optimal. I mean, we're looking at trying to fix some of that kind of garbage in the way that our bylaw is structured when we were talking with people about how we might be able to go about that, so information is a little bit more in line where possible and especially things that are important get kinda popped to the top. That said though, Doug is the reason why the waiver request wasn't called out and instead it was checked off. Were you considering that the information that's in Appendix D is kind of in the direction of what we would normally get for traffic study stuff or?

Mr. Stefancik: Yeah, he was giving us the traffic letter and then the additional information there.

Mr. Phoenix: Because I'm looking at this, they're giving us more than some and less than others as far as some of what the data looks like.

Mr. Houle: So generally, the threshold that that we have for the distinction between this is what we're calling a traffic overview memorandum and a full study, the overview memorandum goes into the trip generation on a summary of the immediate roadway network. And then if there is public transit, we kind of give a very brief overview on that. The next step up to the full traffic study would get into doing traffic counts on the road so we have accurate data of how much is being used.

Mr. Phoenix: Yeah.

Mr. Houle: Analysis of nearby intersections and any crash data, which generally in the industry, when you exceed a hundred trips in either the morning or evening peak hour, that's kind of the threshold where you do jump over to needing a full study. Under that is kind of the, the generally accepted threshold that unless there are extenuating circumstances that it's not necessarily a requirement, obviously.

Mr. Phoenix: No, I think we've talked about the traffic MOU versus traffic study a number of times. We don't have that called out as two separate types of things in the bylaw. We just say you need a traffic study. And honestly, without going back and researching it, I don't know what we've done more often. I think most of the time what ends up happening on a site plan is somebody comes in and says, I don't want to do one and just asks us to waive it entirely. But showing us what you've got for expected trip generation, I think is a, a huge step in the right

direction. I mean if we want to dot the i's and cross the t's, I suppose we can waive in favor of what's been provided, but I don't know if everybody wants to, if anybody wants to take a look.

Mr. Houle: Yeah, I have a copy I can pass around too, if you would like.

Mr. Phoenix: That's the paperwork that we got. Just as a, a thing to bring up while we were talking about traffic 'cause it's, it jumped out at me when you said that you were looking for a waiver and it wasn't called out on the, the checklist version, so.

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Mr. Coelho: Where's your hundred trips being the threshold come from? Is that just industry standard or is there a supporting?

Mr. Houle: It's, it's a general industry standard in traffic engineering.

Mr. Phoenix: Because quite honestly, I think my own preference industry standard or not, I'm inclined to think that in, I think that that needs to be a movable standard and I think that might be why we never followed through on some of those decisions because it gets to be too gray because generating 50 trips in a congested neighborhood is a lot different than generating 150 in an industrial neighborhood. Those are two wildly different things and that 50 is a lot more worth putting under a microscope than the 150 because of the, the circumstances. So yeah, I don't think we've really clearly delineated where that line is. I think, you know, if we want to go through the formal step of waiving down to this, I'd be fine with the board doing that if they're so inclined because I think for the usage proposed, I don't have a huge concern unless somebody else does.

Mr. Coelho: I simply don't because it's not a brand-new building. I mean part of it is, but there was still a traffic generation there when it was Eco Print or what was it?

Mr. Houle: ESCO graphics.

Mr. Coelho: ESCO graphics.

Mr. Houle: Yeah.

Mr. Coelho: I think graphics probably has a lot more labor than modern day machine shops to some degree. So, I think it's a wash.

Mr. Phoenix: Well, again, and it, it's an industrial neighborhood. So, I mean it is not that there's no impact, there's certainly impact but it's the nature of the thing, you know. If we started having a lot of build out where it's gonna start impacting neighboring streets and causing congestion and, or if we were looking a thousand trips.

Mr. Coelho: Right, yeah.

Mr. Carpenter: Mr. Chairman, I make a **MOTION** to grant the waiver for the traffic study and as, and determine that what was provided is acceptable.

Mr. Phoenix: Given the nature of the proposal and the location within the total town?

Mr. Carpenter: Correct.

SECOND Mr. Coelho.

5-0 in Favor.

Mr. Coelho: Need a roll, no?

Mr. Phoenix: So, at least that part's done. I don't know if you had more narrative you wanted to give, but I think it's been pretty exhaustive so far. Did anybody have any further questions on the plan as submitted?

Mr. Silva: Oh, just have a quick question here. There's a, a narrative here that it's an assumed speed limit on it. Is it possible to make sure that this is, you know, the speed limit on the street, it's correct?

Mr. Houle: So, I believe there's no sign on this section of the road.

Mr. Silva: Is it possible to do that leg work and figure that out?

Mr. Phoenix: The isn't, is this as assumed as 30? I think, didn't we do the, the town wide 25 unless otherwise posted?

Mr. Coelho: Yep.

Mr. Phoenix: Okay. So, I mean traffic should be even slower than what they're doing their numbers off of.

Mr. Silva: Correct. Just to take that assumed out of the plan.

Mr. Houle: Sure.

Mr. Silva: A little bit of the leg work and ratify that and that's it.

Mr. Houle: Yeah, we can revise that and provide that back. Sure.

Mr. Phoenix: If anything, I think that'd probably make the picture a little bit happier than anything else. People going slower is usually better. With that, it is a public hearing. I will formally open this to comments, questions, concerns from the public. If anybody has anything I'll take that at this time. Hearing nothing. My only other thing that I'm gonna bring up is on the last one I tried doing a French pronunciation and I was wrong. It was the Americanized version and on this one I went with an Americanized version and it's the French one. I can't win either way.

Mr. Silva: Just like Renaud.

Mr. Phoenix: Is there a, a motion or anything else from the board?

Mr. Carpenter: Mr. Chairman, I **MOVE** to approve and sign the site plan for CA Real Estate Holdings, LLC and Mr. Gerald Renaud at 40 Westover Road.

SECOND Mr. Coelho.

5-0 in Favor.

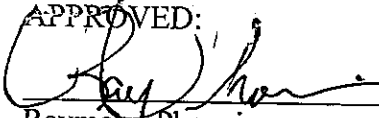
Mr. Phoenix: Is there a motion on the status of the public hearing?

Mr. Carpenter: **MOTION** to close the public hearing.
SECOND Mr. Coelho.
5-0 in Favor.

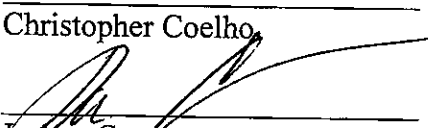
The public hearing was closed at 8:16 p.m.

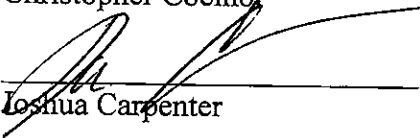
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TOWN OF LUDLOW

APPROVED:


Raymond Phoenix


Joel Silva


Christopher Coelho


Joshua Carpenter

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Documents: Site Plan Approval for the proposed Machine Shop Ludlow, Massachusetts including Master application (November 8, 2024); Comments from Town Departments/Boards; Costa Consulting Engineers Scope of Work (11/4/24); Stormwater Management Report for the proposed: Machine Shop 40 Westover Road Ludlow, MA (November 8, 2024); Stormwater Pollution Prevention Plan for the proposed: Machine Shop 40 Westover Road Ludlow, MA; Land Development Plans for Proposed Machine Shop Issued for Permitting (Revision December 2, 2024)

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