

**TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
February 13, 2025**

PLANNING BOARD MEMBERS

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

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

RECORDED
TOWN OF LUDLOW
2026 FEB 20 A 10:14

Mr. Phoenix shared his memories of Doug Stefancik, former Town Planner, and talked about how the Town will be dedicating the Dog Park to his memory.

**PUBLIC HEARING – Special Permit/Home Occupation – Marie Tefts – 53 Wilson Street
(Assessors’ Map 11D, Parcel 52) (graphic design/art business)**

SEE SEPARATE MINUTES

**PUBLIC HEARING – Special Permit/Home Occupation – Faith Rains – 242 James Street
(Assessors’ Map 31, Parcel 65) (online Doula consultations)**

SEE SEPARATE MINUTES

**PUBLIC HEARING – SITE PLAN – A.L.M. Group, LLC c/o Manny Goncalves - 592 Holyoke
Street (Assessors’ Map 3, Parcel 8B) (construction of two (2) auto sales and office space buildings
with associated site improvements)**

SEE SEPARATE MINUTES

**CONTINUED PUBLIC HEARING – SITE SKETCH - Matthew Nichols, Eversource Gas of
Massachusetts – 76 Ravenwood Drive (Assessors’ Map 29, Parcel 41) (construct a new below
grade station within the limits of subsidiary company property)**

SEE SEPARATE MINUTES

**Rescheduled Site Sketch – Commonwealth Electrical Technologies LLC – 68 State Street
(Assessors’ Map 14B, Parcel 130B) (install 4 Level-2 EV Charging Stations with associated work)**

The applicant was in attendance for the appointment.

Mr. Phoenix read the comments from the Town Departments (*see file*). Mr. Phoenix also read the waiver request letter from Richard Asirifi of Commonwealth Electrical Technologies which explained that on behalf of the Residences at Mill 10 Ludlow Mills, he is requesting permission to install four dual port EV Chargers, eight ports total, at 68 State Street. The letter also noted that these chargers will be for private use and are not intended for public charging and that given that this installation is confined to private property and will not impact public infrastructure and necessitate any public resources and will be aesthetically hidden by trees and a fence, they respectfully request to waive the public hearing. The Board reviewed that chart on the plan.

Mr. Phoenix: Okay, I see no comments from the public. I would entertain a MOTION to approve with the understanding that the bollards and the emergency shutdown will be handled as specified in the comments that we already discussed and then to close the public hearing.

Mr. Coelho: **SO MOVED.**

SECOND Mr. Carpenter.

4-0 in Favor.

Documents: Master application; Request for waiver; Application for Permit to Perform Electrical Work with associated photos/plans (11/7/24); Layout and Materials Plan – Ludlow Mills Building #10 (September 18, 2015)

James Carvalho – 325 East Street

Mr. Carvalho explained to the Board that he wants to remove an apartment on the first floor of his building where Casa Pizzeria is located to give himself more dining space in the restaurant. He also said that he would like to see the East Street Corridor revitalized. Mr. Carvalho was advised to talk to the Select Board in regard to adding a handicap ramp that may encroach on the sidewalk and about any grant opportunities for funding to help revitalize East Street.

CONSENT AGENDA:

The Board approved the Consent Agenda under unanimous consent except for the Change of Occupancy which was pulled out for additional discussion.

- ◆ FILE Mail Item 06. - Legal Notices from surrounding communities
- ◆ Sign Invoices: Schwaab Inc., Turley Publications, Roberts & Ludlow Printing

APPROVE Change of Occupancy:

- Jonathan Goyer / Dillon Halvorsen (Cottage Melts) 1327 East Street (from glassworks to handcrafted goods)

Mr. Carpenter: **MOVED** to approve.

SECOND Mr. Carpenter.

4-0 in Favor.

File Mail Item 07 – Legal Notice – Ludlow Conservation Commission – 574 Alden Street

Mail Item 08 – Inquiry on process for negotiating changes to the 100’ buffer along State Street at the Millside Business Park, from Sarah LaCour

Mr. Phoenix read the letter which stated that Ms. LaCour is requesting information on the process for negotiating changes to the 100-foot buffer along State Street at the Millside Drive Business Park.

Mr. Phoenix said that he will look into the Bylaws to see if the buffer is negotiable.

Mail Item 09 – Canopy expansion question for 40 Westover Road

The letter mentioned that the client's interested in adding a canopy along the plan north side of the expansion building for outdoor storage and wanted to know if an open canopy would need to comply with the building setback, would count toward the impervious coverage limit, and if the ground underneath the canopy was pervious, pavers, gravel, et cetera, would that mean it doesn't count toward the coverage limit. The letter mentioned that the current approved plan is right at the limit for impervious coverage.

Mr. Phoenix: What do you folks say we kick it to the building inspector as the enforcement officer to say, hey, if you were looking at this for approval, what would your thoughts be?

Mr. Coelho: **SO MOVED.**

SECOND Mr. Carpenter.

4-0 in Favor.

Remote Meetings

The Board discussed remote meetings and how they might be conducted in the future. The conversation will be tabled until Beacon Hill makes a decision.

Documents: Article from the Beacon – The pandemic led to move access to local town meetings. Beacon Hill will decide what comes next.

Inquiry regarding sign installation at 36 Hubbard Street – Site Plan or Sketch needed?

Mr. Phoenix remarked that there is eyelash business at the mixed-use location and that they are looking to put up a sign. The business owner will be informed that the Board seems inclined to look favorably at waiving a full site plan in favor of a sketch and photos and that they can also request a waiver of the public hearing as well.

Documents: Property card for 36-38 Hubbard Street; Sign placement diagram

Procedure update on pending ADU Bylaw from Brian Winner, Town Counsel

Attorney Winner sent the following response to a question from Mark Strange asking what ADU bylaw governs between now and town meeting AGO'S approval: *Generally, any existing zoning bylaw would govern until an amendment is approved by the AG or 90 days has passed without action by the AGO. That being said, an application is subject to a proposed zoning bylaw amendment once the first notice of*

public hearing is published for the planning board public hearing to consider a bylaw change. Once the public hearing notice is published, any application should comply with the new bylaw. But if it doesn't, you may have to approve it at risk that the bylaw amendment will pass and be approved. And then the otherwise non-compliant permit would have to be revoked.

Town Planner

The Board discussed and agreed to advertise to fill the full-time town planner position.

Mr. Coelho: **SO MOVED** as discussed.

SECOND Mr. Carpenter.

4-0 in Favor.

Mr. Phoenix touched base on all of the storage containers at the hotel on Center Street due to ongoing construction. He said they are blocking some of the flow in the parking lot. The owners will be coming to Planning for a public hearing on February 27th for the proposed EV Charging Stations.

4-8 White Street is scheduled to come before the Planning Board on March 13th.

Mr. Phoenix suggested that a letter be sent to the Board of Selectmen inquiring about the status of the overdue site plan for work that's already been completed and or initiated at the Town Hall.

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

SECOND Mr. Coelho.

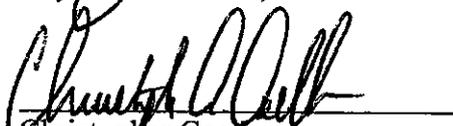
Mr. Phoenix: Those are always in order and not debatable.

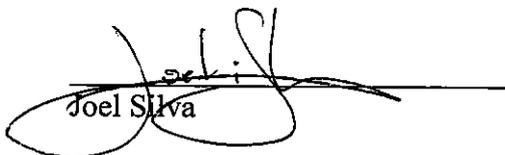
4-0 in Favor.

Meeting adjourned at 9:47 p.m.

APPROVED:


Raymond Phoenix, Chairman


Christopher Coelho


Joel Silva

Kathleen Houle

su

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

**TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT/HOME OCCUPATION
242 James Street (Assessors' Map 31, Parcel 65)
Faith Rains
(online Doula consultations)
February 13, 2025**

PLANNING BOARD MEMBERS

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

The public hearing began at 7:16 p.m. in the Selectmen's Conference Room.

In attendance: Faith Rains, attendees

Mr. Phoenix read the legal notice and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: online Doula consultations.

Mr. Phoenix: And from your application we have office space to take online doula consultations, do paperwork, work online, website, and take phone calls, store business goods, ie business cards, et cetera. We have 4,700 square feet; you're looking to use 12 by 10; no non-resident employees. No to all of the following questions for signage, customers at the house, deliveries unlike a normal residence, changes that make it look less residential. You are listing a vehicle of a 2006 Subaru Forester at 3,200 pounds, which is well below the 10,000. And you're also looking for us to waive the full plan in favor of the sketch and photos you've already provided. The one other thing that I will again make mention of is that the cameras are doing camera things, they are recording video, the microphone's recording audio 'cause that's what they are kind of known for doing, so no shocker there. With all that said, what are you looking to do?

Ms. Rains: So, I work as a birth and postpartum doula, and support clients throughout Massachusetts. I'm a Mass Health doula provider and then take personal clients as well. So, for this office space, I plan to just do doula consultations with different clients in my area, have meetings with different teams that I'm with and like trainings that I do, and backups that I work with.

Mr. Phoenix: Okay. So just home office, you're not looking to have anybody coming to the house, you're not doing anything for anybody?

Ms. Rains: No, I go to client's homes, that's usually my work.

Mr. Phoenix: Any comments, questions, concerns from the board? Hearing nothing, similar to the last one, I will open this up to public comments, questions, concerns at this time if you do have anything I just ask that you state your name and address for the record so we can keep it all straight. Hearing nothing, similar to the last one, I'm gonna be looking for a finding, a waiver, a

motion on the subject and whether we keep the hearing open or closed. We can take 'em separately or together, whatever somebody wants to make.

Mr. Carpenter: Mr. Chairman?

Mr. Phoenix: Josh.

Mr. Carpenter: I **MOVE** to find that the online doula consultation business as described by Ms. Rains is a suitable one under the bylaw. Furthermore, I **MOVE** to waive the full site plan for 242 James Street in favor of a sketch and photos as prepared by the applicant since it is in relation to the home occupation and doing so is consistent in the purpose and intent of the zoning bylaw, and furthermore **MOVE** to approve the special permit in the standard form and furthermore, close the public hearing.

Mr. Phoenix: That sounds like all four same as last time. Just to recap, that's to find that it is a suitable home occupation, to waive the full plan in favor of the sketch and photos as prepared already, to approve, and to close the public hearing. Is there a second?

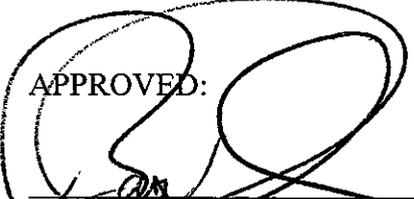
SECOND Mr. Coelho.

5-0 in Favor.

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

The public hearing was closed at 7:20 p.m.

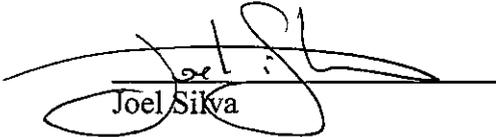
APPROVED:



Raymond Phoenix, Chairman



Christopher Coelho



Joel Silva

Kathleen Houle

su

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 – SPECIAL PERMIT/HOME OCCUPATION
53 Wilson Street (Assessors' Map 11D, Parcel 52)
Marie Tefts
(graphic design/art business)
February 13, 2025**

PLANNING BOARD MEMBERS

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

The public hearing began at 7:06 p.m. in the Selectmen's Conference Room.

In attendance: Marie Tefts, 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: graphic design/art business.

Mr. Phoenix: As is usually the case with a special permit for a home occupation, we don't really have anything in particular from other town departments. I will just kinda [inaudible] have any application I'm gonna ask you just if you can explain what you're doing. So, on here we have home office workspace for graphic design and art business, that the total area is 1,030 square feet, you're looking to use 234; no non-resident employees; no signage for the business. You will have customers at the house; no deliveries unlike a normal residence; no changes that make it look less residential; and no commercial vehicle in connection with the business; and that you would like us to waive a full registered site plan in favor of a sketch and photos as I believe was already provided.

Ms. Tefts: It was.

Mr. Phoenix: So, with that, if you could just, you know, tell us a little bit more about what you're looking to do.

Ms. Tefts: So, I'm a graphic designer, which means I do a lot of computer design work, banners, signs, brochures, business cards. And I also have a small craft business that goes along with that. I make small wooden signs and decorative lanterns and stuff that I go to craft shows with.

Mr. Phoenix: Okay.

Ms. Tefts: And that's what I use my space for.

Mr. Phoenix: And as far as the customers coming out to the house is, is that just?

Ms. Tefts: Very few. I mean maybe one or two a month to pick up projects. Most of the projects I deliver myself.

Mr. Phoenix: Okay, so nothing that anybody would really flag as out of the ordinary? It would just look essentially like regular traffic coming to and from a regular residence.

Ms. Tefts: Pretty much, yep.

Mr. Phoenix: Okay. With that, do we have anything that the Board would like to add or ask at this time?

Mr. Silva: You just mentioned that you deliver yourself, but you mention, here you wrote that you have no vehicle to be used on a business.

Ms. Tefts: No, I use my personal car for that. It's not a commercial vehicle.

Mr. Silva: Is that what the?

Mr. Phoenix: I mean generally speaking the, the biggest thing is you're, you'd be allowed to have a vehicle in connection with the business as long as it's not more than 10,000 pounds GVW. I'm assuming that you're not using a larger vehicle.

Ms. Tefts: No, I have a Jeep Grand Cherokee.

Mr. Phoenix: Okay. So even if we were to count it that way, it's still, it's still fine. The only other thing that I would say is as far as vehicles go, when you do have customers coming to the house, I don't think based on what you described would be an issue, but the way the bylaw is structured, you're allowed to have no more than two extra cars above and beyond what you'd normally have there. So, if for some strange reason you had like two months' worth of people showing up all at once, then you know there might be a thing. But again, chances are nobody's gonna flag that as out of the ordinary 'cause people have people over their houses.

Ms. Tefts: Right. We have gatherings and friends over and yeah. So that's, that's. At that point you'd have more than two cars in the yard anyway, so.

Mr. Phoenix: So, that's kind of the gist of it is just, you know, making sure that it's not gonna change the nature of the neighborhood. So, with that, this is a public hearing, so I am gonna open this up to public comments, questions, concerns, anything that you folks do have. If there is anything that you would like to add or ask at this time, what I would ask of you is that you state your name and address for the record so we can keep that all straight. And if you do have questions, just address 'em through myself as chairman and I'll do my best to get you any information that you need. Does anybody have anything at this time? The silence is as usual on these pretty overwhelming. Before we go into making any motions, do you have any questions for us?

Ms. Tefts: No.

Mr. Phoenix: Okay. I would look to entertain a motion on the finding and possibly on the matter itself and possibly on whether to keep the hearing open or not.

Mr. Coelho: Mr. Chairman?

Mr. Phoenix: Mr. Coelho.

Mr. Coelho: I **MOVE** to find that the special permit home occupation for Marie Tefts at 53 Wilson Street for the graphic design art business under 7.0.4 a through m with the condition, no, no, no, I'm sorry, I read the wrong one. I **MOVE** to find that the business as described by Ms. Tefts at 53 Wilson Street is a suitable home occupation under the bylaw.

Mr. Phoenix: That's a good place to start.

Mr. Coelho: Further, want it all in one?

Mr. Phoenix: All in one, separate, it's all okay.

Mr. Coelho: Furthermore, I **MOVE** to waive the full site plan for Marie Tefts of 53 Wilson Street in favor of site sketch and photos as prepared by the applicant since this is in relation to a home occupation and doing so is consistent with the purpose and intent of the zoning bylaw. Furthermore, I approve, **MOVE** to approve the Special Permit under 7.0.4 A through M and the Home Occupation under 6.2.1 through 6.2.13 for Marie Tefts of 53 Wilson Street with the restriction that the permit run with the applicant and not with the property. Furthermore, I **MOVE** to close the public hearing.

Mr. Phoenix: Okay, so first of all, is there a second to all of that?

SECOND Ms. Houle.

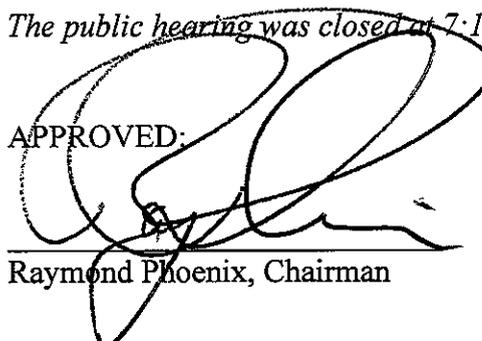
Mr. Phoenix: Okay, that said, just to make sure everybody's clear on what we're doing with this motion, the first thing is finding that it is a suitable home occupation under the bylaw. But it's not that somebody's looking to run all kinds of industrial stuff out of their house at all kinds of weird hours of the night, that sort of thing. The second thing is to waive a full plan in favor of the sketch and photos has been provided. Basically, documenting the state of the property so that if you do put up giant structures or anything like that, you put up big old signs saying come here and buy this stuff. You know, we've got something to be able to look at and go back to. The third thing is approving the actual permit itself. And then the final thing is closing public hearing. With that understanding, I'm gonna ask all those in favor?

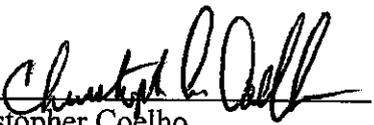
5-0 in Favor.

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

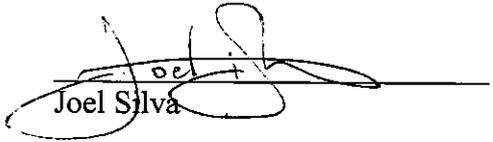
The public hearing was closed at 7:14 p.m.

APPROVED:


Raymond Phoenix, Chairman



Christopher Coelho



Joel Silva

Kathleen Houle

su

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
CONTINUED PUBLIC HEARING – SITE PLAN
592 Holyoke Street (Assessors' Map 3, Parcel 8B)
A.L.M. Group, LLC c/o Manny Goncalves
(construction of two (2) auto sales and office space buildings with
associated site improvements)
February 13, 2025**

PLANNING BOARD MEMBERS

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

The continued public hearing began at 7:22 p.m. in the Selectmen's Conference Room.

In attendance: John Tomaszewski – R Levesque Associates, Matias Goncalves – ALM Group, Ronald LaRocque, attendees

Mr. Phoenix: Ludlow Planning Board will hold a public hearing at Ludlow Town Hall Selectmen's Conference Room on Thursday, February 13th, 2025 at 7:20 PM on the application of ALM Group LLC c/o Manny Goncalves for the property located at 592 Holyoke Street Ludlow MA (Assessors' Map 3, Parcel 8B) for the purpose of construction of two auto sales and office-based buildings with associated site improvements. If for any reason this hearing is canceled, it will be rescheduled to Thursday, February 27th, 2025. Copied as, printed as legal notice in the January 29th and February 5th, 2025, editions of The Register. Copy to the appropriate people in and around town. We have here, looks like applicant copy of some comments. We have from Department of Public Works dated February 12th: *We've reviewed the response letter dated January 30th, 2025, from R Levesque Associates Inc. and the site plan for 592 Holyoke Street prepared by R Levesque Associates, Inc, dated January 7th, 2025, with the latest revision date of February 12th, 2025, and find them acceptable as submitted. If you have any questions regarding these comments, do not hesitate to call or reserve the right to review and comment on revised submittals.* From Cons Com we have: *Wetland Con Com file? RDA/NOI.* So, I suppose there's an open question of whether there's a filing necessary for Cons Com. If there is, that can certainly kick things back to us 'cause that kinda trumps our stuff. Fire Department: *To whom it may concern, the site plan proposed for 592 Holyoke Street has been reviewed for compliance. The following will be required: Extend the municipal water main with hydrants to aid in fire suppression and have the capability for extension in the event of future site improvements; any indoor and/or outdoor flammable storage to require flammable storage permit; if the occupancy load dictates require a fire alarm system plan review to be conducted by fire prevention office; liquified propane gas permit required for storage of propane greater than 42 pound aggregate capacity; address numbers for buildings to be clearly posted and visible from roadway. Please note any omissions or missed items during this plan review does not relieve the owner/contractor from meeting all applicable codes, laws, regulations, and standards as they apply to the construction, maintenance or use of this building or buildings. Please feel free to contact this office if you have any questions or concerns regarding this matter.* From the

Building Department: 1. *How many cars will be on site? 75, 88?* 2. *What is consequence of going over limit of parking of vehicles?* 3. *No repairs will be done?* So, I have that, before I go into the next piece of paperwork that I have. I will remind people, I think we only have one new face since the last time I said this, but we have cameras in the room. They're the things that look strikingly like big webcams. They're cameras, they're recording your video and so people can see this at home and all that fun stuff. The microphone looking things are microphones. Again, not really a shocker, but I have to tell people because apparently that's the state that we're currently at. The other thing that I have here for paperwork is from R Levesque Associates on behalf of the applicant and property owner ALM Group LLC, R Levesque Associates, Inc is providing this response letter to departmental review comments issued for the above-referenced project. The review comment is presented below in italic text followed by an RLA response presented below in blue, bold face text. The comment number and format are consistent with the original document and for ease of review, this is dated January 30th. So, I believe what we'll find here is that there will be some things from Public Works that have been resolved in the meantime. Is that a, a fair summary? So, if Public Works has already said that they are fine with those items, unless the board would like me to, I'm going to skip past those specific items because why read things that have already been fixed. I think that might all be public work stuff on that letter. Do, is there, do you know, were there any response comments to the other items in here?

Mr. Tomaszewski: The other review comments that you read prior to the DPW are, were new to me. We did not, we didn't receive those ahead of time, so, but.

Mr. Phoenix: Okay.

Mr. Tomaszewski: And nothing, nothing seemed too out of the ordinary though.

Mr. Phoenix: Okay. So, with that, I'm gonna turn it over if you wanna explain what's going on.

Mr. Tomaszewski: Sure. My name is John Tomaszewski with R Levesque Associates and as you said, I'm here to present a site plan application to construct a pair of commercial buildings at 592 Holyoke Street here in the Town of Ludlow. So just so everyone gets their bearings on this plan, this is the property, north is that way on the plan, Holyoke Street is down here. So, like I said, the property location is 592 Holyoke Street, contains a little over 10 acres in total in the Industrial A zoning district. Currently a portion of the site has been cleared. It's used for soil stockpiles. There's a garage. In fact, this, what's shown on this plan is actually a small portion of the property. It's sort of narrow as you enter in. And then the northern section is, is sort of wide open, partially wooded and as I said, you can say soil stockpile areas and sort of like a construction yard. You had mentioned conservation there. We looked around the site; there were no wetlands. We did not, you know, notice that there were any wetlands that there might be some offsite to the west. But they are well beyond any jurisdiction for Conservation Commission. So, what the applicant is looking to do is construct two commercial buildings. Both buildings will be the same size, 7,200 square feet. On this building closer to Holyoke Street there will be used car, used cars, and I believe it, let me see where my numbers are here. There'll be a total of, I should have had this memorized, so there'd be, the license for 22 auto sales spots. So, access is off of Holyoke Street, two commercial buildings. Parking is in and around each of the buildings and then beyond that will remain undeveloped. The project will be serviced by town water, sanitary sewers, a forced main in Holyoke Street. Stormwater management system is pretty straightforward. Catch basin inlets being piped to a surface basin out here in the back in this portion of the site. I guess that's it in a nutshell. Like I said, the majority, a good portion of the

site currently is, is developed and cleared. So, a lot of this will likely be an improvement over the existing conditions out there.

Mr. Phoenix: And for anybody unaware, where is 592?

Mr. Tomaszewski: This, 592 I mean there is, there's only just a building out in the back, but this is the, Holyoke Street is here and this is the property here. 592.

Mr. Phoenix: Right, but whereabouts on Holyoke Street is that?

Mr. Tomaszewski: Oh, oh, I'm sorry. It's right near the Chicopee line.

Mr. Phoenix: Okay.

Mr. Tomaszewski: It's just, I forget what the name of that side street is over here. It's, I'm, I'm drawing a blank on it. Dana Way.

Mr. Silva: Is that building, the existing building that it's there, is that business still gonna be active? Yeah, I mean it's just the, it's just a garage. Yeah, it's just, yeah, it's.

Mr. Silva: It's Caracas.

Mr. Tomaszewski: I'm sorry?

Mr. Silva: Caracas.

Mr. Tomaszewski: Correct.

Mr. Coelho: So, you got, you're selling 22 cars out of there? How many spots for employees and customers?

Mr. Tomaszewski: So, let's see, so for the auto sales, there'll be 20 spaces and then there'll be [inaudible], so there's 22 spaces for auto sales and those were gonna be located up in the front on these spaces adjacent to this building. Then there'll be additional five required for, for employees or customers. So that's a total of, I believe, 27 if my math is correct. And then the rest of the parking was calculated based on just general office use. So, we calculated a required number of spaces as being 75 and we have 84 spaces provided.

Mr. Coelho: Okay, so the second building.

Mr. Tomaszewski: Back here?

Mr. Coelho: Yeah. What, what are we approving there?

Mr. Tomaszewski: We, as, for, I mean there's no tenants, you know, there's no, it's unknown what the tenant will be. We calculated the parking based on just the general office use.

Mr. Coelho: So that's gonna be a, that's right now vacant, there's no use yet?

Mr. Tomaszewski: Correct. In fact, I mean the portion of this front building that is for, designated for auto sales is a very small portion of that. You know, the office for the auto sales is very small.

Mr. Coelho: And the construction company, their equipment's gonna be accessed through where?

Mr. Tomaszewski: It, it'd be the same 24-foot-wide access drive. It's, it's existing now. There is an existing drive to get up into the back.

Mr. Coelho: How is maintenance of that, that driveway gonna work?

Mr. Tomaszewski: What do you mean by maintenance?

Mr. Coelho: Well, you're pulling some very big trailers with equipment back and forth over that road every day. I have to assume it's not gonna last that long.

Mr. Tomaszewski: I mean it would be constructed to any other, you know, the standards that, of any sort of public right of way, essentially for gravel and pavement depth.

Mr. Coelho: The owner of the construction company owns this land as well?

Mr. Tomaszewski: Yes, it's all, well it's all one parcel ALM.

Mr. Coelho: Okay. So they would be, they would be responsible for maintaining the, the pavement is what I'm saying?

Mr. Tomaszewski: Yeah, it wouldn't be, it certainly wouldn't be the town's responsibility.

Mr. Silva: So, between these two buildings proposed this, the car dealership will be the one active? The other one will be an empty building until they figure out what to do with it?

Mr. Tomaszewski: Yeah, I don't, I don't know, or is anyone here for?

Mr. Goncalves: That's, yes. To the extent of my knowledge at the moment.

Mr. Coelho: For the record you are?

Mr. Goncalves: For the record [inaudible]

Mr. Coelho: No, who are you?

Mr. Goncalves: Oh, I'm sorry. Adam Goncalves.

Mr. Coelho: Oh, okay Adam, address?

Mr. Goncalves: 11 Glendale, Chicopee.

Mr. Coelho: Thank you. And you operate this whole parcel then?

Mr. Goncalves: I do not operate, I'm just a delegator.

Mr. Tomaszewski: I mean the entire parcel, the entire parcel was owned by ALM group LLC, they're the applicant and the owner of the parcel.

Mr. Coelho: Okay. Alright. Alright, that makes more sense.

Mr. Phoenix: Okay, so let's go to here. We talked about the wetlands Cons Com stuff, Building Commissioner, how many cars will be on site? 75, 88? So, you're, you're saying it's required for 75 and you're providing what, 84 I think it was? So, I'm curious where the 88 came from. Was there a different version of the plan that had additional spaces that she might have been looking at?

Mr. Tomaszewski: I, my guess would be that we, in the proposed, we have 84 spaces. Four of those 84 will be handicap accessible. So maybe he added the 4, 84 plus four to get 88.

Mr. Phoenix: Okay.

Mr. Tomaszewski: But it's, it's actually four of those 84 are ADA accessible so.

Mr. Phoenix: Because the, the parking section of the chart is a little bit confusing 'cause then you have got the, all the calculations underneath, it's not really broken out. Like we need 22 or whatever it is for the office space. This many for that in the table where it's quickly referenced, somebody has to take the time to actually read through the narrative down here to, to kind of parse out what's going on with, with those numbers, which good specificity, but it's, it's not really clear.

Mr. Tomaszewski: Yeah, I mean I, we just referenced the language directly out of the zoning for the parking.

Mr. Phoenix: Oh, I support that. But I think just for future reference, it's good to have that be supplemental to the table actually showing the breakdown of stuff.

Mr. Tomaszewski: Sure.

Mr. Phoenix: You know, typically in a situation like this we might see, you know, the parking requirements for building one and the parking requirements for building two or sometimes it's building one and Business A in building two and Business B in building two. So, it's usually broken down in the table. So, it's a nice quick reference for people because that's kind of the, the point of having everything in a, a tabular format. So, there was that. What is consequence of going over limit of parking of vehicles? I think building inspector certainly, I don't know why she wrote that as a question, because I think she knows what the answer to that is. I don't know if she's just trying to make sure that the applicant is aware that they can't go over their parking or it's at risk of getting fines and violation letters from the building inspector. It's at risk of losing site plan approval from this board, which could cause the whole thing to go into chaos. It's at risk of having cease and desist put on the doors depending on how severe things are. So, I'm not sure if do, did you get any indication of BJ what she was driving at with that or no?

Ms. Urban: No.

Mr. Phoenix: Okay.

Mr. Coelho: I think we need the record to indicate that there's gonna be 22 spots for sales, correct?

Mr. Tomaszewski: Correct.

Mr. Coelho: Okay.

Mr. Tomaszewski: They are, they're, I mean it's, it's difficult to see probably from where you are. They are, they are the highlighted spaces this first bank of eight, this bank of seven and this bank of seven.

Mr. Phoenix: I mean that's cool on the colored one, but if it's, if it's hard or difficult to find on the plan set that we have, then the colored one doesn't.

Mr. Tomaszewski: I mean it is on that plan.

Mr. Phoenix: And then no repairs will be done. So, there's no auto service, it's purely auto sales. Is that?

Mr. Tomaszewski: Correct.

Mr. Silva: I was gonna ask.

Mr. Tomaszewski: I believe the license is existing.

Mr. Silva: I believe the, it says maintenance on the building. I was gonna go ask about that.

Mr. Phoenix: Yeah, storage warehouse maintenance, which that's a lot of different things. It says proposed used car sales and then storage, maintenance and warehousing. So that's a question.

Mr. Tomaszewski: I guess it, my, my gut says that, that the reason that that was put on there is because not having seen yet, we don't know that it's gonna be used for office. All of those uses are by right.

Mr. Phoenix: No, no, no. The front building.

Ms. Houle: Front building.

Mr. Silva: The front one. That one says the same thing as the other one.

Mr. Tomaszewski: Right.

Mr. Silva: So, it makes it seem that it will be repairs done. Is gonna be a garage, a mechanic working there?

Mr. Tomaszewski: Nope, it's, there's no garage here.

Mr. Phoenix: Then why does it say maintenance?

Mr. Silva: Is it a typo?

Mr. Tomaszewski: I don't know what kind of maintenance, but it's not, it will not be vehicle maintenance.

Mr. Silva: Okay.

Mr. Phoenix: That again, it is great to say that, but it says maintenance on the plan. 10, 15 years from now, somebody looking at this plan that has no frame of reference for this hearing, that's trying to figure out whether they're supposed to be able to have auto repair going on in there and they see maintenance right on the plan. There's a lot of ambiguity there. So, we need to make sure that these things are clear without needing to go back and listen to the recording, which may or may not still exist. Right, 'cause who knows, maybe we'll circle back to microfiche by then. So yeah, as far as the uses, those need to be cleaned up. If it's proposed office space, it's not maintenance. If it's proposed office space, it's not warehousing. If it's proposed office space, it's not storage, it's proposed office space and we need to have the table reflect what that use is. If this one's car sales, then that's what that one is. It's not car sales and then we're gonna put some other things in parentheses and everything needs to be in line. And then if a tenant comes in and says, we wanna use that back building and we wanna do warehousing in there, then that needs to come in so that we can review it and figure out is that actually going to work. Otherwise, we're gonna have to review this and say is this building appropriate for office space? Is it appropriate for storage? Is it appropriate for warehousing? Is it appropriate for maintenance? And if any of those are no, we can't in good conscience approve this plan.

Mr. Tomaszewski: How do you, how would you do it? I mean, like I said that they don't have a, they don't have a specific tenant in mind for a building. How is this something that they would come back when they, they know who it is and say this, hey this is how we, we have the adequate parking for this use?

Mr. Phoenix: If it doesn't match what's submitted on the plan, then yes, they'd come back and amend the plan.

Mr. Tomaszewski: I would, I would guess that would be the direction we'd have to go because we don't know, you know, we calculated it based on office space, but you know, they, we don't know yet exactly.

Mr. Phoenix: Usually what, you know, everybody can go the path that they choose. You know, we can certainly review it for all of the uses that are listed on the plan. We can do that. Normally what people tend to do is they'll put whatever they think the most intense use would be that they'd have. So then if they need to amend it, they can come back to us and say, hey look, we came in and we said that we wanted to have Larry's flamethrower business in here and now we're just gonna have somebody, you know, selling tchotchkes.

Mr. Tomaszewski: Yeah.

Mr. Phoenix: So, then it's a real easy thing that if the neighbors have concerns, well okay, this is a lot less intense than what's there as opposed to the opposite. So, that's usually the kind of thing that we see, but we, we've seen it go the other way too over the years. So that's a good call out there. On the Fire Department one. Address numbers for buildings need to be posted. That's

fine. That's not necessarily a thing on the plan. It's a good thing to keep in mind though, the gas permits for anything over 42-pound aggregate, again, not necessarily a plan issue, but a good thing to have in mind. If the occupancy load dictates require a fire alarm system plan review to be conducted by fire prevention office. Again, not necessarily on this plan, but good to keep in mind. Any indoor and/or outdoor flammable storage to require flammable storage permit. Same thing, however, they are also saying extend the municipal water main with hydrants to aid in fire suppression and have the capability for extension in the event of future site improvements. Is there any comment on that comment?

Mr. Tomaszewski: Yeah, that was the one that sort of, you know, was brought, that got me not having, not gotten that comment ahead of time. We can certainly, you know, provide a hydrant or two or whatever's required by the fire department, but that would certainly be, certainly make sense. I mean we're not gonna fight back on that one.

Mr. Phoenix: Okay. Order of things. I got something else that I want to go over, but before I do that I'm gonna open it up for any other comments, questions, or concerns from the Board. Hearing nothing, does anyone from the...

Mr. Silva: Sorry, just one question. Going back to this building here. So, it is still lacking, you know, you know unaware if, you know we gotta find a tenant and all that, but the building shows, is this just a big empty building? There's no, because it shows only one entrance parking spaces. There's of course designated for the size, right. Yeah. What about if you divide this to [inaudible] or I don't know, there's no.

Mr. Phoenix: Well, that, and that's where it would end up needing to come back for any additional stuff. You know, if it's gonna be multiple bays then that all needs to be called out as this is, you know, thing A is going in here thing, and then eventually it could be a situation like where you get the change of occupancy when somebody's going in and out of some of the other buildings in town. But unfortunately, it's difficult when they're trying to put together an entire site plan and don't know what's going in there. And that's the risk of putting up a building that you don't know what you're putting in is that there might be unforeseen expenses down the line to accommodate what might go in there. Just kind of the nature of that beast. I am gonna open it up for the public. Any comments, questions, or concerns at this time? If you do have something, please state your name and address for the record and address any questions through myself as Chairman. I'll do my best to get you any information that you need. Does anybody have anything at this time?

Mr. Goncalves: Adam Goncalves, 11 Glendale, what was, what was the requirement with the, with the water main extension or was it specific to?

Mr. Phoenix: Fire Department said extend the municipal water main with hydrants to aid in fire suppression and have the capability for, for extension in the event of future site improvements.

Mr. Goncalves: Okay. I just wanted to point out for the record, there is a hydrant on the corner of the entrance to the driveway at that property, if that means anything.

Mr. Phoenix: With that, normally the other thing that we have in our comment packet is a review of the site plan contents checklist as done by our town planner. We don't have one of those at the moment, so we're gonna go back old school and we're gonna read the checklist and we're gonna go through this together and we're gonna see what we find and what we don't find. All site plans

shall be prepared by a person or persons registered under MGL to practice architecture and or engineering and land surveying and shall show the seals of the architect and or engineer and land surveyor. We have a surveyor seal on the plan side.

Mr. Coelho: We have a surveyor seal.

Mr. Phoenix: Let's go to also plan shall include property owner's name, date of plans, scale of plan, and a space for endorsement by the Planning Board.

Mr. Coelho: It has a place for endorsement. Name, date, I'm sorry, Mr. Chairman.

Mr. Phoenix: Property owner's name, date of plan, scale of plan.

Mr. Coelho: Yes.

Mr. Phoenix: Provision for adequate drainage of surface water from paved areas. Use of landscaped areas to provide such drainage in order to relieve storm drainage systems is encouraged. The piping for the stormwater drainage systems shall be designed using the 10-year storm curve for parking area drains and the 25-year storm curve for culverts over existing natural waterways and retention areas. I would imagine in that case, as far as drainage goes, we can probably defer to the fact that DPW's happy with it.

Mr. Coelho: Yeah, and if the engineer would like to speak to the drainage, that might be helpful.

Mr. Tomaszewski: Sure. Basically, the way we graded the site, basically grades from the entrance drive to low points within the parking areas. That runoff is then piped along this property line, around this property line to a surface infiltration basin back here. Pretty straightforward design with an overflow ultimately to a sort of a swale in the back area here.

Mr. Coelho: That was designed to the hundred-year storm curve and all that stuff?

Mr. Tomaszewski: Yep.

Mr. Phoenix: Existing and proposed vegetation. Such vegetation shall be indicated by type and location, whether woods, brush, shrubs, et cetera, and number of plants if appropriate.

Mr. Coelho: Yes.

Mr. Phoenix: Existing natural features such as wetlands, rock out croppings, slopes, hills, et cetera.

Mr. Coelho: Yes.

Mr. Phoenix: Pedestrian facilities, if any, including walks, plazas, benches, et cetera.

Mr. Coelho: Probably yes.

Mr. Phoenix: Okay.

Mr. Coelho: I mean there's little sidewalks around the buildings, I'm assuming.

Mr. Tomaszewski: There is, there's a sidewalk around the building, but not to, to the buildings.

Mr. Coelho: Yeah, no.

Mr. Phoenix: Parking spaces and circulation area for automobiles as well as location of landscaped areas within them. Existing and proposed curb cuts shall be indicated together with approval for such cuts from the appropriate town or state agency. Number of spaces shall be in accordance with section 6.4.2 of the Bylaw.

Mr. Coelho: Yes.

Mr. Phoenix: All parking areas shall be paved and noted on the site plan as to be paved with the type of pavement to be used.

Mr. Coelho: Yes.

Mr. Phoenix: Areas where deliveries will be, will be made on the site.

Mr. Tomaszewski: We have a space in right in here

Mr. Phoenix: That's called out on there.

Mr. Tomaszewski: Sheet C4 I believe.

Mr. Silva: The moving space.

Mr. Coelho: Yeah. Loading. Loading space.

Mr. Phoenix: Existing and proposed fencing to be used to buffer abutting residential dwellings and or districts from the intended development if appropriate section 3.0.4 of the Bylaw. Is there any?

Mr. Tomaszewski: There, there is no fencing proposed we're, 'cause we're all in industrial.

Mr. Phoenix: Existing natural features and vegetation be retained shall be so indicated, due regard shall be shown for all existing vegetation, natural features which have preserved will add attractiveness and value to the development.

Mr. Coelho: Yes.

Mr. Phoenix: Location and type of monumentation at all property corners shall be shown and maintained. Are all the pins on there? Should be on the same sheet as the surveyor stamp.

Mr. Coelho: Iron pipe.

Mr. Tomaszewski: C, or Sheet C3 points out the monuments that were found and that the, that they should be, you know, protected or replaced. That they're, if they are disturbed. Up near, up at Holyoke Street.

Mr. Phoenix: Is this, I'm seeing pins. I'm not seeing what appear to be complete lines. Is the, is the entire piece of property shown on the plan? It, it is shown on the existing conditions would be, the second page, EX1, it includes the entire parcel.

Mr. Silva: Shows the front ones only for the entrance of the property.

Mr. Coelho: Nothing about pins in the back.

Mr. Tomaszewski: Yeah, there's no, there were none found. There would be. The three that I'm seeing are where the two front property corners and then the one at the point where the property opens up wider.

Mr. Silva: So yeah, right there.

Mr. Phoenix: So, we gotta go back and make sure that location and type of monumentation is shown at all property corners. It must be shown and maintained. i., existing and proposed elevations and contours. Contour interval shall be two feet or any interval which adequately depicts the grading.

Mr. Coelho: Yes.

Mr. Phoenix: All existing proposed utilities to include utilities with easements.

Mr. Tomaszewski: They're there, there are no easements that I'm aware of.

Mr. Phoenix: As far as the, the stuff that Fire's asking for, for the, the hydrants and stuff. Is that gonna require any alteration of the plan as far as where the utilities are?

Mr. Tomaszewski: I don't believe so. I'll have to see how, you know, the, where it would fit in with the other utilities that are servicing those buildings. But I mean they ultimately, they will have water. Each building will have a water service, so it'll be incorporated, you know, worked in that way.

Mr. Phoenix: All site plans required herein shall display names of all abutters. Are all of the abutters indicated?

Mr. Tomaszewski: Again, on EX1, they should all be there.

Mr. Phoenix: You got EX1 over there?

Mr. Coelho: Working on it, working on it.

Mr. Phoenix: Working on it, working on it.

Mr. Silva: Right here.

Mr. Coelho: Abutter. Abutter.

Mr. Silva: Storage facility. There's storage units around here somewhere and then City Tire.

Mr. Phoenix: Can't see that back edge, but everything around here looks like it's called out. I think.

Mr. Coelho: Yeah, that looks good Mr. Chairman.

Mr. Silva: It shows [inaudible] way but it doesn't show the building.

Mr. Phoenix: I mean am I, I don't see, is this part of this because I see lines going through, we got an easement here. Who owns this? That's part of that?

Mr. Tomaszewski: Yep.

Mr. Phoenix: Okay. Okay. All existing proposed sidewalks and curbing. Think we covered sidewalks already.

Mr. Silva: Yes.

Mr. Phoenix: Landscape requirements, required landscaping shall be provided set forth in table three and buffer strips required by table three shall be reserved exclusively for plantings, pedestrian facilities such as benches and walkways, required fences, necessary traffic control signs and those freestanding signs which conform to the requirements of Section 6.5.2 e of this bylaw.

Mr. Tomaszewski: Yeah. Landscaping is shown on, is it C7?

Mr. Phoenix: We good on that?

Mr. Silva: Yep. Right here.

Mr. Coelho: Everything's pretty well called out.

Mr. Phoenix: Plan shall also include a chart showing the following information. So back to the sheet with the chart, C4, I believe would be the one. Area of lot.

Mr. Coelho: Yes.

Mr. Phoenix: Area and size of building.

Mr. Coelho: Building area. Yes.

Mr. Phoenix: Maximum area of building to be used for selling offices, business, industrial or other uses if applicable.

Mr. Coelho: So, there's two buildings on this, correct?

Mr. Tomaszewski: Correct.

Mr. Coelho: Require, you only have areas and, and the things for one building, is that what I'm seeing here?

Mr. Tomaszewski: For, at what, where?

Mr. Coelho: On your zoning chart, cover page, zoning review, Industrial A1A.

Mr. Tomaszewski: Yep. Well, the building area is just the total building area, not, you know, it wasn't broken down.

Mr. Phoenix: Well, I mean it, again, I think this comes down to the way that the chart has been put together. So, you've got building area and then under required we have 3,670 square feet plus or minus. We're not requiring any building area. And then proposed is 18,070. So, I think it's just a problem with the way the charts put together.

Mr. Tomaszewski: Oh yeah, yeah. I guess the required is the existing 'cause that would be the garage in the back. That's, that's there.

Mr. Phoenix: Well, I think we need to have what's there and I mean the, the garage isn't even shown on this plan. Is that on this parcel?

Mr. Tomaszewski: It's on the existing, it shows on the existing condition it shows the entire property. You know, the portion that's being developed is such a small part that we highlighted that area for the plan set. You'll see, you'll see it on the existing.

Mr. Phoenix: The site plan is for the entire parcel. Everything that's on the parcel should be called out on the parcel.

Mr. Tomaszewski: It's, I mean it, we do show the entire parcel on that existing condition so.

Mr. Phoenix: Everything that's on the parcel should be shown on the parcel. If, if we approve this, the way that it's submitted and it's not talking about any other businesses taking place on the site, this then supersedes anything else that's been approved for any other business on the site. And that goes poof because it's not called out. This chart says that you're gonna have one employee star for the whole property. That's what this is telling me.

Mr. Tomaszewski: Well, the, yes, I mean we'll be the, with the, the asterisk is saying that.

Mr. Phoenix: Asterisk doesn't tell us anything. Asterisk tells us nothing.

Mr. Tomaszewski: Well, that, that, that also come, but that just comes back to the, with not knowing what the, the uses will be. It's hard to determine what the number of employees will be.

Mr. Phoenix: Okay. It's hard, it's hard to do a lot of things. But this plan for this site at this address, the way that it was advertised is to have these buildings on this property doing the business that's called out on this plan, having the statistics that are on that chart. That's what this is for tonight. If that's not what this is for, if this plan doesn't reflect that, then we have a core problem with what we're looking at.

Mr. Silva: Does a construction company exist in there?

Mr. Tomaszewski: I understand that the table is on, is, there's probably an error in this table. You know, it could be, it could be cleaned up to, to be more representative of what's out there. I'm just

getting back to what's shown on the plan. We, we blew the scale up to this so that it was more readable. You know, you could read it, it was more legible.

Mr. Phoenix: That's fine. If you need to use multiple plan sheets to show the whole parcel, use multiple plan sheets to show the whole parcel. You do what you gotta do. If you're gonna keep everything on one parcel instead of trying to subdivide it and split it up and do other things with it, there's multiple ways to tackle how you handle something like this.

Mr. Tomaszewski: Okay.

Mr. Phoenix: But the hearing tonight is for the property located at 592 Holyoke Street, Ludlow, Mass., for the purpose of construction of two auto sales and office space buildings with associated site improvements.

Mr. Coelho: Yeah, so this almost would be an addendum to whatever they originally have on site for the construction company. Would be my opinion, right?

Mr. Phoenix: This is being presented like, like it's an addendum, but it's submitted as a full plan because it's a bigger change than we normally take on an addendum.

Mr. Coelho: Right.

Mr. Phoenix: Which is a function of the fact that it's a large piece that hasn't been cut up into smaller pieces.

Mr. Silva: Is the construction company seizing operations here?

Mr. Tomaszewski: Say it again.

Mr. Silva: Is the construction company seizing operations and this is all, the dealer is gonna be the only thing occupied by the entire address?

Mr. Tomaszewski: Not to my knowledge.

Mr. Silva: Okay.

Mr. Coelho: So, what we need is a site plan for the whole site. It's almost like an addendum is what we're reading.

Mr. Phoenix: That's, that's what we basically have in front of us. Yes.

Mr. Coelho: More like a commercial subdivision. Is there a such thing?

Mr. Phoenix: Yeah, you can do commercial subdivisions. You put in a, a street through it and you put businesses off of it. You can absolutely do that. You can do mini malls, you can do all kinds of stuff, but what you can't do is come in for a full site plan and then do part of the property. Just that doesn't, doesn't add up. It doesn't add up. So, I mean we can continue going through here. We'll see what else we find, I guess. Maximum number of employees. So, for the entire site one employee, so we have a number, I don't think it's the right number, so I'm gonna circle that. Maximum seating capacity N/A, sleeping N/A. Parking spaces required for the

intended use based on 6.4, we've got that called out. Existing at the site, including street parking adjacent to site, we got that called out. Number of trees and or shrubs.

Mr. Silva: [inaudible] be first to landscaping plan.

Mr. Phoenix: That, I don't buy that either. It's all supposed to be in the table. That's why we say we want a table because people shouldn't have to hunt and peck.

Mr. Tomaszewski: There's a landscaping table on the landscaping plan, but I [inaudible] incorporate it all.

Mr. Phoenix: I mean it can be summarized; it's literally number of trees and or shrubs and number of trees and or shrubs shown on plan, which is kind of an ambiguous line between those two things. But they are distinct. But we don't need the breakdown on, on that chart of what those types are, that belongs on the landscaping plan. But telling somebody, go find a different plan sheet and then go take out your calculator and add the numbers up isn't the same as putting it in the chart. Which brings us to, o, additional requirements. All site plans need to have the following information unless waived by the Planning Board: 1. Lighting plan with luminaire schedule prepared by an engineer. We have one of those.

Mr. Coelho: I, we do, but once again, you know, it's just for the office spaces, what they're planning on doing. It's not the whole site.

Mr. Phoenix: Elevations showing the front, rear and sides of the building design.

Mr. Tomaszewski: We requested a waiver of that requirement.

Mr. Phoenix: Okay, that must be in here somewhere. Request letter 2.3.

Mr. Tomaszewski: 7,8, between 8 and 10 and the, of the application site plan approval application.

Mr. Phoenix: Okay, so the elevations is requested to be waived. The applicant respectfully requests a waiver of building elevations for the proposed project as development has been thoroughly designed to minimize visual impact on the surrounding area, buildings are effectively screened by existing mature vegetation providing a natural buffer between the site and abutters. Furthermore, the proposed buildings are strategically situated within the property, subject property that respects to the zoning setback requirements and maintains distance from nearby residents. Buildings will be designed in keeping with the character of the existing street scape, which features a mix of one-story block structures with brick or neutral toned exteriors ensuring that the new development will integrate harmoniously into the neighborhood. Okay. And I'm struggling with that. Anybody else struggling with that?

Mr. Coelho: I can't get past having a half site plan essentially.

Mr. Phoenix: Well, what, what I'm trying to avoid at the moment, Chris, is if they come back with a full site plan, I don't wanna end up having to go through these same things again.

Mr. Coelho: Oh, okay. I don't mind waiving the elevations at this point.

Mr. Phoenix: Well, my concern is if we're gonna take the applicant or their representative's word that hey, these are gonna look cool, then how is that different than any other property that we'd ever have come in? That's why we have people do those is so that they're provided.

Mr. Coelho: And we have had applicants put some very detailed drawings in just, in order to get shot down as well.

Mr. Phoenix: What I don't see is a unique circumstance to this property, to this plan that would warrant being treated differently than what the bylaw calls out. Then we have signage design with dimension, dimensions and locations. Applicant respectfully requests a waiver of signage design, including dimensions and locations. At this stage of the application process, applicant is committed to ensuring that all proposed signage will fully comply with the Town of Ludlow zoning bylaw, and all proposed signage will be submitted for approval through the proper channels prior to installation. As such, the specific signage details, including size and placement, will be carefully reviewed to meet all applicable regulations while also complementing the design of the development, enhancing the overall aesthetic of the site. Again, how is that different than any other applicant on any other property saying, cool, trust me?

Mr. Coelho: And without frontage selling cars, you're gonna be relying on some signs. I'd have to imagine. Or is it gonna be word of mouth?

Mr. Tomaszewski: I can't speak to that necessarily.

Mr. Phoenix: And even the owner can't really speak to that because it could change if they end up selling it five years, 10 years, 15 years down the line, we're still tied to whatever we approve on the plan. And if we waive the signage, we waive the signage.

Mr. Tomaszewski: I'm sorry, is there, is there a, there's a signed application for if you wanted to erect a sign, is that correct? Like a separate filing?

Mr. Phoenix: Yes.

Mr. Tomaszewski: If it's, does it have to go hand in hand with the site plan approval process or?

Mr. Phoenix: I mean you can talk to the, the building office about that. Usually, I believe those come in after the fact when they're actually gonna be going in. Those get applied for, but they get shown on the plan and then when the building inspector reviews the plan, the building inspector can flag, hey, you probably shouldn't be putting that there 'cause it's gonna make it so nobody can turn out of there safely. Or safety looks at it and says, hey, that's gonna be a big old sign right there and that's gonna be a problem. Or we say, oh look that says that it's gonna be a sign that's gonna have all kinds of changeable flashing stuff on it. It's gonna be a distraction to drivers. You can't have that. We should tell you that right up front. But that's the standard that we have in the bylaws that that should be provided. And then traffic study, the applicant respectfully requests a waiver of a traffic study in connection with the proposed project based on the anticipated limited impact of the development on local traffic patterns. Site is located in a predominantly industrially zoned area where the surrounding road network is designed to accommodate vehicle use. Additionally, the scale of the proposed development is modest in comparison to larger commercial or retail projects, which typically generate more significant traffic demand. Given the nature of the auto sales operation typically involves customers visiting the site to view and purchase vehicles and the office component, which will generate a modest

number of employees and visitors. The applicant believes the traffic impact will be minimal and well within the existing capacity of the surrounding infrastructure. Furthermore, proposed project is expected to generate traffic during off-peak hours, which further minimizes its potential to create congestion or adverse traffic effects on the area. The design of the project includes sufficient onsite parking and driveway access, ensuring that vehicles do not need to queue on public roads. In light of these factors, we believe that a comprehensive traffic study is unnecessary as the developments expect the traffic generation will not exceed what is already accommodated by the existing roadway network. I'm struggling with that too. I mean we're, we're saying that we're expecting that the traffic to the office is gonna be low. We're expecting that everything's gonna be off peak, but we don't even know what's gonna be back there.

Mr. Silva: And let's not forget there's a construction company that will be using the same road to get in and out and you're choking the entrance now to get access to this main road with big tractor trailers. You're gonna be going around and, and.

Mr. Phoenix: So, I mean to, to be, to kinda clean things up here, I'm going to go out on a limb. I'm gonna entertain a motion to deny the waiver request for 7.1.5 o, 2, 3, and 5.

Mr. Carpenter: **SO MOVED.**
SECOND Mr. Coelho.
4-0 in Favor.

Mr. Phoenix: So going back to this, elevations showing the front, rear and sides is missing, signage design is missing, traffic study is missing, area where snow will be stored.

Mr. Coelho: I think that was in there.

Mr. Phoenix: Okay, so just on the checklist, even beyond the larger issue, we're missing some of the monumentation. We have some issues with the chart including 3, 4, 9, and 10. And under additional requirements we're missing 2, 3, and 5. And like I said, that's not even going into the fact that the site plan doesn't show the whole site. I see a few paths forward. Path one is we do something completely unexpected and approve this tonight. Path two is we continue the public hearing, to a time and date certain to try and remediate the issues that are on the plan. Path three, I think I was doing numbers can't remember, would be that we deny the plan and kind of three C is that we go back to our kinda old standard that plans that are missing a lot of stuff should just automatically get denied and never have to come in for a hearing and then require a new submittal with a new fee. So, I think those are the paths I can see forward. If anybody else can see something different, please speak up. The only other option since we had one with an asterisk for number of employees, the asterisk got put on that is that the applicant has the option to withdraw. I think those are the choices in front of us.

Mr. Coelho: Without prejudice.

Mr. Phoenix: With or without.

Mr. Coelho: It doesn't matter.

Mr. Tomaszewski: Can I just say something? I don't, I think that's certainly valid. I think we can, none of those, what you're asking for is to add, are certainly not insurmountable. I mean it's certainly doable and my preference I guess would be to do the continuance and, and give us a

chance to, you know, make some alterations and to, to meet the, you know, the requirements or what we spoke of tonight.

Mr. Phoenix: I, there's part of me that likes that idea 'cause I don't wanna hold things up anymore than necessary, but there's also part of me that says we put this thing out for legal notice, put everything on file, sent everything out for public comment for, for comment from various boards and committees, and they all reviewed a plan. And then for us to get another plan set in that's gonna be larger and more comprehensive in order to convey the entire site and what's on it. I don't know that that is the fairest thing to do, partly to the other agencies of the town, but more importantly to the people that have seen the legal notice and had the opportunity to review the plan and, and maybe they looked at it and said, oh, this is gonna be going there instead. I don't need to pay attention to this 'cause it's just, they're just doing something over here. Was that the right decision? Probably not. But somebody could draw that conclusion based on the plan set that was submitted. For us to deviate too strongly from that, I start to get a little bit nervous about are we then disenfranchising people from being able to take part in having these conversations and coming to the public meeting? That'd be my concern there. So straw poll, I don't want to call for a motion quite yet. Is there anybody on the board that would be inclined to approve this evening? Is there anybody that feels strongly whether this should be continued or whether this should be denied and then come back as a full submittal?

Mr. Coelho: I am always partial to working with the people and provided that we're not spinning our wheels too much.

Mr. Silva: I agree with that.

Mr. Coelho: However, there is gonna be added expense to having the town go through another plan for the whole site. So it's kind of, you know, we can throw the baby out with the bath water or I think in this case we, you know, what's gonna happen to this land if we deny it's gonna stay the same and it's not gonna be productive if, if we can work with the developer and get this on the tax rolls, could eventually have a ROI, if you will, in quotes to the town for reviewing it the second time. So, I'm, I'm inclined to continue and give him another shot at it. That's my 2 cents.

Mr. Tomaszewski: Yeah, I think, I mean it's hard. The reason why this may not appear to be, represent the entire parcel is we just, like I said, we just look to highlight the area that, that any changes were being made, you know, we do have that existing conditions that shows the entire parcel and what's there. And we just did, we just broke the plan down, sort of zoomed in on the area that we were developing. If there's a way, certainly there's a way that we can alter the plans. As I'm standing here, I'm trying to think of how we do that, but so that it, it's, we know that we're just indicating this is the only portion of the parcel where anything new is happening and the remainder is to remain the same. So, it's not, you know, like I said, we showed the existing, we showed the entire parcel and what's there and then just took the [inaudible] of the plan set and said, hey, this is what we're doing in this area. And I guess we could in some way mention that the rest is to remain as is. And that's, I mean it's certainly something that's not, that's doable.

Mr. Coelho: Well, I, but I think each operation should be called out separately in the tables at a minimum. I understand what you're saying about zooming out the whole area, but I still think even that area should be called out on the, on the tables.

Mr. Tomaszewski: Sure.

Mr. Silva: Well, it's part of the property, right? So, you know.

Mr. Coelho: Yeah, it is, it's a site plan, it's not a part of the site plan.

Mr. Tomaszewski: Right.

Mr. Phoenix: Well I, I would also say, you know, and, and it's been a little while since we've run the checklist during an actual meeting, so I don't know if maybe things have slipped because you know, Doug was taking the time to go fishing through various sheets of the plans in the office and that kind of got obscured from us because he was putting in the work ahead of time. But generally speaking, you know, there might be a separate landscaping plan, a separate couple of other things, but we're not normally needing to, to shuffle through a large plan set to go and find a lot of the stuff. You know, there, there might be engineering drawings, there might be a locus plan, there might be all kinds of different other things. But it's usually the plan is pretty much put together within the plan set. It is just, it's, it's a little bit awkward and I have sympathy that it is a larger parcel that you're working with. But that's, that's what it is. It's a larger parcel. It's gotta get shown.

Mr. Coelho: Their fees were already based on the entirety of the parcel. Correct?

Mr. Phoenix: I can't speak to that.

Mr. Coelho: Well, it should have been, right?

Mr. Phoenix: One would think, I believe the site plan fee is based off of square footage of new building plus square footage of the parcel.

Mr. Coelho: Okay.

Mr. Phoenix: Does that sound right Sue?

Mr. Coelho: How long do you think you can get this tip top? We'll give, you can give you a copy of this checklist to take with you.

Mr. Tomaszewski: The, I mean, one thing just thinking on the fly, that would be the biggest time is the traffic because that's, we'd have to see what, what exactly is required for that. But that's not, that would be the one that would be probably take the, the longest lead time. But I don't, I don't know what that is. We do work with some consultants in the area that can usually turn things around pretty quickly. But, but a lot of that other stuff is, you know, again, just running through the chart and, and like I said, some of the other comments with fire that those were, that was the first I've heard of them tonight, so some of them are, like I said, there's nothing, nothing that can't be handled. I guess the architectural would be another one, you know, to find out what, what would be proposed for a building there.

Mr. Coelho: Two months?

Mr. Tomaszewski: I don't know that we need that much.

Mr. Silva: Well, most of the work was done tonight. You have all these requirements and recommendations. Right? Just need to tweak those out. And we're willing to give you a second chance so you guys decide if you want to waste that time and money and, and, and cleaning this thing up. Right. And come back here, right.

Mr. Phoenix: The other piece of this that I'm gonna throw out there, we had a public hearing scheduled for tonight. Based on what I saw earlier it looked like we got revised plans electronically yesterday at around 3, 3:30 in the afternoon. I was honestly surprised that we got revised comments in from engineering in that interval. I am not, never have been and never will be a proponent of having a whole lot of changes between the submission and when we get to the public hearing because I strongly believe that whatever plan is turned in and is on file in our office throughout that period where it's being advertised is the plan that we should be talking about here tonight. And any delays that there are in getting things fixed and turned around is on the property owner, the applicant, for having turned in a plan that was missing things. That's my firm belief. We've kind of taken a, a stance of trying to work with people and allow people to make changes ahead of time, that only can bend so far. If we give an extension on this, if we continue, I wanna be clear, I don't expect to see this stuff get turned in immediately before that next session of the hearing. There needs to be time, not to go up to engineering and fire and everybody else and say we need you to drop everything because this plan finally came in. This plan that should have been here when it was originally turned in as an application January 8th, finally came in with everything on it, and we need you to take time to review this for us. It needs to come in with adequate time for that review, the same as when it's originally turned in and we're able to hand that paperwork to them and give them a chance to be able to review it. Otherwise, that's not fair to those departments that have other things that they're doing than just doing a second pass on a plan that they only should have had to look at once. Does that make sense?

Mr. Tomaszewski: Sure.

Mr. Coelho: So, if we continue, can we include verbiage in that, in the motion to indicate that, that the plan be?

Mr. Phoenix: Well. Yes.

Mr. Coelho: Final plan be submitted two weeks prior to the hearing date for, you know, for the other town boards to review. I mean...

Mr. Phoenix: I think the most technically appropriate way is we do a continuance to time and date certain and we put into there that there is an understanding that the plan will be submitted no later than, otherwise we will not be having any discussion on this item at that meeting and would need to only discuss whether there would be a further continuance or whether it would be denied at that time. I think that would be the safest way to do it 'cause we do have to have certainty to when it's gonna be discussed again. But we can, I think it's certainly fair to put some expectation on it.

Mr. Coelho: No meeting, meeting. No meeting, meeting.

Mr. Phoenix: What are, what are you, what are you thinking?

Mr. Coelho: I'll make a **MOTION** that we continue this plan till Thursday the 27th provided the plans are submitted for department reviews by the 13th of April.

Mr. Tomaszewski: I was gonna say, what month are we?

Mr. Coelho: Yeah, I had to look at that.

Mr. Tomaszewski: So, April 27th?

Mr. Coelho: Yep.

Ms. Urban: 24th?

Mr. Phoenix: Is it 27th? I'm assuming that's open at the moment.

Ms. Urban: April 24th or March 27th.

Mr. Coelho: April 24th is a Monday.

Mr. Carpenter: Oh no, you're in March.

Mr. Coelho: Oh, I'm in March. March would be March 27th. I'm sorry this, this, I need a paper calendar. March 27th with March 13th. Yeah, I rolled, scrolled it up. I scrolled it up a half inch it said April.

Mr. Tomaszewski: Did we pick a?

Mr. Phoenix: That's what I was asking. Is there a time Sue is seven o'clock free?

Ms. Urban: No, you have a housing production at seven.

Mr. Phoenix: Okay. 7:30? So, I heard a motion just to, to be clear because I haven't heard a second yet either. The motion is to continue to here on March 27th at 7:30 with the understanding that the plan will only be reviewed at that hearing provided that it has been delivered to the town no later than March 13th, otherwise the board will be instead just discussing whether to again continue in order to give proper time for review or to deny at that time. Is that effectively your motion?

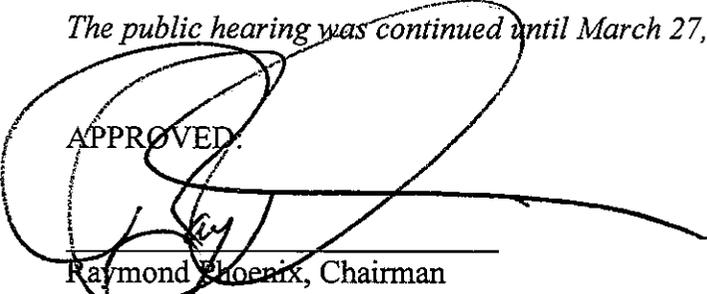
Mr. Coelho: Yes.

SECOND Mr. Carpenter.

4-0 Favor.

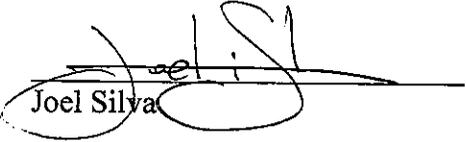
The public hearing was continued until March 27, 2025, at 7:30 p.m.

APPROVED:


Raymond Phoenix, Chairman

Public Hearing – A.L.M. Group
February 13, 2025


Christopher Coelho


Joel Silva

su

Documents: Site Plan Approval Application (January 7, 2025); Response letter to review comments (January 30, 2025); Site Plans – Proposed Commercial Development – 592 Holyoke Street Ludlow, MA 01056 (Revision 2/12/25); Comments from Town Departments

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

**TOWN OF LUDLOW PLANNING BOARD
CONTINUED PUBLIC HEARING – SITE SKETCH
76 Ravenwood Drive (Assessors' Map 29, Parcel 41)
Matthew Nichols, Eversource Gas of Massachusetts
(Construct a new below grade station within the limits of subsidiary company property)
February 13, 2025**

PLANNING BOARD MEMBERS

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

The public hearing began at 8:30 p.m. in the Selectmen's Conference Room.

In attendance: Matthew Nichols – Eversource Gas, attendees

Mr. Phoenix: Ludlow Planning Board will hold a public hearing in Ludlow Town Hall Selectmen's Conference Room on Thursday, January 9th, 2025, at 7:00 p.m., except it's much later and on a different date, on the application of Matthew Nichols, Eversource Gas, Massachusetts, property located at 76 Ravenwood Drive Ludlow Mass., Assessors' Map 29, Parcel 41. Purpose of: construct a new below grade station within the limits of subsidiary company property. If for any reason this hearing is canceled it'll be rescheduled to Thursday, January 23rd, 2025. Haha surprise, that didn't exactly happen either. Published as legal notice in the December 25th, 2024, and January 1st, 2025, editions of The Register, copy to the appropriate people in and around town. Before I get into the heart of anything here for almost the last time this evening, we have cameras in the room. They're the things that look vaguely like, you know, cameras with lenses and things. They're doing what cameras do when they're recording video, the microphones are recording audio. That's what they do. That's what I have to tell people. We had this come in and for reasons largely having to do with health and wellbeing and board members leaving and all kinds of chaos, we were unable to actually hold the public hearing as originally intended. But we are going through this now. This is not on a full site plan; this is on a sketch. The primary thing that we usually look for on a sketch, aside from any changes that need to be made indicating what's going on, are the chart which we have updated here, showing the area of the lot; area and size of buildings; number of parking spaces intended; number of parking spaces existing. Maximum area of building to be used is n/a. Maximum number of employees is 20, maximum seating and sleeping are both n/a. You don't want to have people just dozing over there? So, that's what I have on my side at the moment. Care to explain what we're looking at tonight?

Mr. Nichols: Yeah, so we're not actually building any buildings. This is all gonna be majority below grade utilities. So, we're installing roughly 500 feet of 12-inch coated steel, high pressure main tying in on Miller Street, running a couple, couple hundred feet up Ravenwood Drive and, and then going up the driveway. This is a replacement of our existing differential station, which is currently in the public right of way just north of our proposed install location of the new station. It's a small vault with roughly, with two cabinets. Our new footprint is quite a bit larger,

but we've actually moved it back out of the public right of way into our property. We are within the setbacks of the property, but we've already been through Zoning Board, and they approved us on that. Another detail, 10-foot-high fence around the, the entire development, which we also were approved by Zoning Board on that one as well. Yeah, so it's, it's gonna be one vault below grade, a handful of cabinets, you know, roughly two, between two and five feet by two and five feet. You know very small little cabinets just to enclose some of the gas components and electrical components. Some above grade, valve stems with hand wheels for the, to turn the valves and that's about it. Any questions on that?

Mr. Phoenix: I think I'm good. Anybody on the board have anything?

Mr. Coelho: No.

Mr. Phoenix: Well, this is not a full site plan. It is a public hearing so I will ask if anyone in the room has anything that they would like to add or ask at this time. If you do, I would ask that you state your name and address for the record and address any questions you have through myself as Chairman, I'll do my best to get you any information that you need. Does anybody have anything at this time? Okay, hearing nothing. Is there a motion on the site sketch as submitted?

Mr. Coelho: I **MOVE** to approve and sign the site sketch for Eversource Gas of Massachusetts c/o Matthew Nichols at 76 Ravenwood Drive.

SECOND Mr. Carpenter.

Mr. Phoenix: And did you want to add close the public hearing or do that separately?

Mr. Coelho: Oh, and we'll close the, furthermore, gotta use the right terms, right? Furthermore, I move that we close the public hearing.

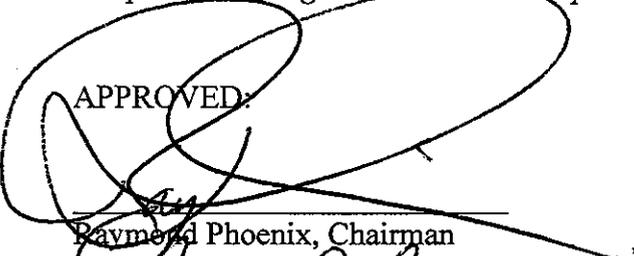
Mr. Carpenter: Second agrees.

Mr. Phoenix: Okay, motion is to approve and close. All those in favor?

4-0 in Favor.

The public hearing was closed at 8:35 p.m.

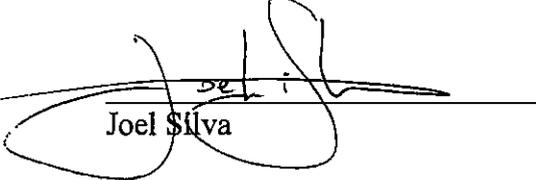
APPROVED:



Raymond Phoenix, Chairman



Christopher Coelho



Joel Silva

SU

Documents: Master application; Request for Site Sketch approval from Matthew Nichols; Site Sketch – Eversource Energy – Ravenwood OPP Facility, Ludlow, MA. (Rev. No. B 07-19-24)

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