

**TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
July 24, 2025**

PLANNING BOARD MEMBERS

Raymond Phoenix – Chairman (Present)
Christopher Coelho – Vice Chairman (Present)
Joel Silva (Present)
Kathleen Houle (Present)

Ken Comia of Pioneer Valley Planning Commission was present for the meeting.

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

**CONTINUED PUBLIC HEARING – Special Permit/Home Occupation – Kevin Bradley – 6
Rosewood Drive (Assessors' Map 17, Parcel 3H) (small batch bottling of wine)**

SEE SEPARATE MINUTES

File Mail Item 43 – Inquiry re: overhead power lines at 0 Lyon Street

Mr. Phoenix read the letter of complaint from Gary and Kathy Provencher regarding the installation of overhead power lines near 1396 Lyon Street.

Mr. Phoenix: I would entertain a MOTION just to file that one since there's nothing we can do about it as a board though.

Mr. Coelho: **SO MOVED.**

SECOND Ms. Houle.

4-0 in Favor.

**CONTINUED PUBLIC HEARING – Special Permit/Home Occupation – Evarist Ndererubusa –
144 Coolidge Avenue (Assessors' Map 2C, Parcel 122) (office for travel & tourism)**

SEE SEPARATE MINUTES

**File Mail Item 44 – Certificate of Assessment for the Pioneer Valley Planning Commission (July 1,
2025 – June 30, 2026)**

**CONTINUED PUBLIC HEARING – Special Permit/Home Occupation – Dillon Price – 59 Lehigh
Street (Assessors' Map 15D, Parcel 52) (office for online work-travel job board)**

SEE SEPARATE MINUTES

Mail Item 45 – Response from Chief Daniel J. Valadas re: Parking at Reservoir Cemetery

The letter from Chief Valadas noted that possibly a partial solution would be to allow for limited parking only along the northernmost edge of the Reservoir Cemetery on one side along the reservoir property edge and away from the grave sites on the other side. In that case, a set number of cars could be accommodated, and police officers could act on parking violations in other areas. Mr. Phoenix remarked that there was also conversation about this at the Select Board meeting that was covered in The Register this week. He said that the article stated that Mark Strange reached out to the paper and was saying that there are some signs that are being acquired.

File Mail Item 46 – Letter to Daniel Barroso from Ludlow Select Board re: land acquisition

**PUBLIC HEARING – Site Sketch – Thomas & Jenna Alimberti – 345 Holyoke Street
(Assessors' Map 11B, Parcel 9) (school of dance)**

SEE SEPARATE MINUTES

Linda Collette – Ludlow 250th Committee (storage shed discussion)

Linda Collette was present for the discussion.

Ms. Collette explained that she was there to seek some guidance and some permission to purchase a shed for the purpose of the holiday decor that the Ludlow 250th purchased. She said that she would like to put the shed on the Town Hall property. The Board discussed the sheds presently on the property and that an updated site plan is needed for the Town Hall property.

Mr. Phoenix: To move this forward I'm gonna entertain a MOTION to reach out to Marc and Dr. Tiano and advise them of our findings here this evening. That the shed that's being requested is not on Town Hall's property, it's actually on the property for the high school as well as that the existing three sheds are also on the school's property. And that the third shed appears to have been put up without the concrete pad that it was said it was going to be put up on. And that the Town Hall site plan still does show two-way traffic through the, the entrance closer to Sportsman's Road. And that needs to get corrected and that we still need to get an updated site plan on Harris Brook. And it'd be nice if we could just handle all of this stuff together and get it done and be able to get the shed situated for the 250th folks so we have a place to house their stuff.

Ms. Houle: **SO MOVED.**

SECOND Mr. Coelho.

4-0 In Favor.

Documents: Google photo of 488 Chapin Street

Tiida Bohannon, Cleide dos Santos (discussion of proposed restaurant at 4-8 White Street)

Tiida Bohannon, Cleide Dos Santos, and Marcello Coelho were present for the discussion.

Ms. Bohannon explained that her clients are interested in opening an ice cream restaurant on the location next to Prime Meat Market, which is now empty, at 4 White Street. She said that the location already has a hood installed so that her clients may also sell hamburgers, hot dogs and stews. The Board reviewed the current site plan with the table that is on file. Mr. Phoenix remarked that an updated site plan with the table showing parking, number of employees, etc. would need to be submitted. Mr. Phoenix recommended that the applicants request a waiver of the full site plan.

Mr. Phoenix: We do have a request for a waiver of the full site plan in favor of a site sketch as an amendment that would consist of indicating the location of the current and potential dumpsters along with an updated chart. Given the limited scope of the change, I would entertain a MOTION to approve as long as the sketch that comes in is for adding no more than three, four tops to the property in that unit.

Mr. Coelho: **SO MOVED.**

SECOND Ms. Houle.

4-0 In Favor.

Documents: Email from Tiida Bohannon (July 2, 2025); Plan: Proposed modifications to 8 White Street Ludlow, Massachusetts (A101) (1/12/24)

**ANR – Lupa Real Estate, LLC – 0 Nash Hill Road ((Assessors' Map 9, Parcel 84E)
(split parcel into two (2) parcels)**

Wally and Ava Lupa were present for the discussion.

Mr. Lupa explained that he bought a parcel of land with a Christmas tree farm on it and would like to split off a parcel of it to build a house for himself and his wife.

Mr. Coelho. I **MOVE** to endorse the ANR for Lupa Real Estate LLC at 0 Nash Hill Road to split the parcel.

SECOND Ms. Houle.

4-0 In Favor.

Documents: Master Application; Approval Not Required Plan – Nash Hill Road, West Street Ludlow, MA (May 29, 2025)

Mail Item 47 – Permitting requirements for change of business at 456 Center Street, Suite C

The email asked if the Planning Board can please confirm and provide what steps are required to obtain an approval for Jersey Mikes to move into the space where T-Mobile recently was located. The Board reviewed the site plan on file and said that an updated plan will be needed to show the three units on the property.

Mr. Phoenix: I think maybe we should table this till our next meeting, and we have the proper plans in front of us and you know it's a complicated intersection over there. We should probably do some research before we, so how about this? I'll entertain a MOTION to reach out to Colvest and let them know that we cannot find evidence of a third spot ever actually having been approved on a site plan, and that if they have something beyond just a Change of Occupancy we'd like to be able to see that so we

Minutes of July 24, 2025

can find where that is or should be in our records. And I'd also entertain a MOTION to reach out to Town Council and ask for an opinion on whether site plan or site sketch coming in for a property that would require special permit for preexisting use triggers the need to apply for that special permit when it comes in.

Mr. Coelho: **SO MOVED.**
SECOND Ms. Houle.
4-0 In Favor.

The Special Permit for the Starbucks drive-thru was located.

Mr. Phoenix: So, they already have the Special Permit so I would entertain a MOTION to not ask Town Counsel for an opinion on that since they already have one.

Mr. Coelho: **SO MOVED.**
SECOND Ms. Houle.
4-0 In Favor.

File Mail Item 48 – Cease & Desist from Ludlow Board of Health to Vanessa Roxo, Saboria LLC, 393 State Street

File Mail Item 49 – Legal Notice – Ludlow Conservation Commission – Notice of Intent - National Grid

CONSENT AGENDA:

The Board approved the Consent Agenda under unanimous consent.

- ◆ FILE Mail Item 42. - Legal Notices from surrounding communities
 - ◆ APPROVE/SIGN Minutes of June 12, 2025 & Executive Session July 11, 2025
 - ◆ APPROVE/SIGN Pioneer Valley Planning Commission contract for Professional Town Planning Services
 - ◆ SIGN Invoices: PVPC (Ludlow Planning Board Assistance – FY25)
Massachusetts Municipal Association (employment listing for Town Planner)
Sign Dynamics, Inc. (small donor decal for Dog Park sign)
-

Housing Production Plan Grant - additional funding

Mr. Comia explained that some research has been done with trying to understand that the grant that was issued to the Town for the Housing Production Plan was at the amount of \$13,000 based on the award letter, and that our understanding was that the consultant who's working on the Housing Production Plan had submitted to the town a request for quotes for \$18,900 that was approved by the Town. He said there seems to be a balance of \$5,900 that needs to find some funds to cover it. He said that it looks like

Marc Strange signed it January 31st as Town Administrator, and then a couple of days later on February 2nd, Caroline, Director of Livable Communities Division signed it for the Commonwealth. Mr. Comia will follow up with Marc Strange and Karen Sunnarborg to see if they have a copy of the signed contract and have an update for the next meeting.

Zoning Bylaw Project/Community Engagement Plan update (Ken Comia)

Mr. Comia said that at the last meeting, the Board had a brief discussion on how to contemplate engaging the community throughout the zoning bylaw update process. He presented a sample survey that could be distributed to Ludlow residents. Mr. Phoenix suggested that a question regarding traffic, congestion and safety on and around Center Street should be added. Mr. Comia remarked that a discussion about a future type of community engagement could be held sometime in late fall.

Documents: Ludlow Zoning Update Project Community Survey; Response emails from Paulina Matusik & Michael Hill re: surveys (June 27, 2025)

Special Town Meeting Warrant: Amend Zoning Bylaws and Subdivision Rules & Regulations to reflect change from Board of Selectmen to Select Board; Amend Table 1 to reflect recently adopted ADU Bylaw

The Board agreed to schedule public hearings for the proposed changes for Town Meeting.

Documents: Draft changes to Town of Ludlow Subdivision Rules & Regulations

Ad for Register – Planning Member advertisement

A draft ad to was given to the Board Members for review with prices for advertising in the Register.

Mr. Phoenix: I'll entertain a MOTION to do the two weeks of the special.

Mr. Coelho: **SO MOVED.**

SECOND Ms. Houle.

4-0 In Favor.

Documents: Draft Planning Member Ad; Email from Jocelyn Walker re: Block ad price options (July 11, 2025)

Mr. Phoenix mentioned that there are two applicants who have applied for the Town Planner position.

Mr. Coelho: I'd like to make a **MOTION** to adjourn.

SECOND Ms. Houle.

Mr. Phoenix: That's always in order and not debatable.

3-1 in Favor. (Mr. Silva)

Meeting adjourned at 9:26 p.m.

APPROVED:



Kathleen Houle, Secretary

su

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

TOWN OF LUDLOW PLANNING BOARD
CONTINUED PUBLIC HEARING – SPECIAL PERMIT/HOME OCCUPATION
6 Rosewood Drive (Assessors' Map 17, Parcel 3H)
Kevin Bradley
(small batch bottling of wine)
July 24, 2025

PLANNING BOARD MEMBERS

Raymond Phoenix – Chairman (Present)
Christopher Coelho – Vice Chairman (Present)
Joel Silva (Present)
Kathleen Houle (Present)

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

In attendance: Kevin Bradley, attendees

Mr. Phoenix: This is a continued public hearing, so I suppose I don't need to figure out how to mind reading the legal notice after all 'cause I don't have to read it in tonight. But this is continued for Kevin Bradley if you want to come on down 6 Rosewood Drive. Just to kinda run through a couple of the items on my checklist for the benefit of everyone that's here this evening, we do have cameras. They're the things that look kind of vaguely like giant webcams and we have microphones or the things that look like microphones and keep wanting to poke me in the face of if I lean too far forward. They are doing the things that cameras and microphones are known for doing so don't be surprised by that, I guess. But I need to tell people these things just in case, it keeps the attorney general and other people happy or at least not angry. With that said, I don't believe there were any comments from other boards on this one. Correct me if I'm wrong, Sue. Okay, so basically what we're looking at here is a home occupation, detailed description is request approval for a small batch bottling of wine for bottle, four bottles at a time to help test market potential prior to full, I'm not sure what that word is at the moment, but investment. And as far as the extra information that we have for home oc's, total area of home and other buildings to be used for the occupation is 2,359, looking to use 400 square feet of that. No non-resident employees, also no to all of the following: planned signage for the business; customers at the house; deliveries unlike a normal residence; or changes that would make it look less residential. There is one vehicle that would be looking to be used with, in connection with the business, that is a Ford Explorer with a GVW of 5,700. So that's below our 10,000 pound threshold. I do also have a signed request for a waiver of a full site plan in favor of a sketch and photos as has been prepared by the applicant. So that's kind of the summary of what I have on this side. If you could just kind of go over for us what you're looking to do.

Mr. Bradley: Sure. And I believe last time I was here I did provide a, a photo of what this unit is that I'm looking to purchase, it's a very small tabletop unit, a vacuum filler. So, it would have a small barrel of wine pre-made, I'm not making the wine, and it would siphon through or vacuum fill the bottles four at a time into that system, and that's a filter that it would go through to make sure the product quality is good and then put it out to, to market and. 'Cause right now I operate a winery branded on Martha's Vineyard and the product cost is high because it's private label. So,

we're trying to bring down that, see what the market response is and then go to like a, a larger scale operation, not in the home.

Mr. Phoenix: Right. As mentioned in there, you're looking right now for doing four bottles at a shot. So clearly that's not gonna be a big industrial type of thing. In the event that you get good results, you'd be looking to, to find a location elsewhere to do the business out of?

Mr. Bradley: Yeah.

Mr. Phoenix: Okay. Any other questions, comments, concerns from the Board at this time? Hearing nothing, I will open it up to the public. If you do have anything that you would like to add or ask, I would just ask that you state your name and address for the record, address anything that you have through myself as the Chairman, and we'll do our best to get you any information that you need. Does anybody have anything at this time? Hearing nothing. The first thing that I'd be looking for is a finding followed by possibly the waiver, followed by possibly action on the item, followed by possibly action on the status of the hearing. Depending on how far you want to go with one motion, whoever wants to make some kind of motion on things.

Mr. Coelho: Mr. Chairman.

Mr. Phoenix: Mr. Coelho.

Mr. Coelho: I **MOVE** to find that the small bottle winery, is that a good description or small bottling operation at...

Ms. Houle: 6 Rosewood.

Mr. Bradley: 6 Rosewood.

Mr. Coelho: ...6 Rosewood for Mr. Kevin Bradley, small batch bottling of wine, is as described by the applicant is suitable home occupation under the bylaw. I'd also **MOVE** to waive the full site plan for Mr. Bradley again at 6 Rosewood in favor of a sketch and photos being 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 law, bylaw. Additionally, I **MOVE** to approve the Special Permit under 7.0.4 a-m and the Home Occupation under 6.2.1 - 6.2.13 for Mr. Bradley at 6 Rosewood with the restriction that the permit will run with the applicant and not with the property. Furthermore, upon the vote I will **MOVE** to close the public hearing.

SECOND Ms. Houle.

Mr. Phoenix: Okay, so we have a motion and a second just to be clear, this is to find that this is a suitable home occupation under the bylaw, to grant the requested waiver, to approve the site, the Special Permit as has been submitted and to close the public hearing. With that understanding I'm gonna call for a vote and then just check, roll call vote on that. All those in favor?

4-0 in Favor.

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

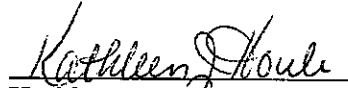
The public hearing was closed at 7:06 p.m.

Mr. Bradley also asked the Board for approval for two additional trade names to be a DBA under the Blue Water Company. He said there is no change of use and that he is just adding two more

products to his portfolio. He explained that they're produced elsewhere and that it's just where all the mail is delivered.

The Board agreed that it should be fine and suggested that Mr. Bradley see the Town Clerk for any paperwork that he would need.

APPROVED:


Kathleen Houle, Secretary

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 – SPECIAL PERMIT/HOME OCCUPATION
145 Coolidge Avenue (Assessors' Map 2C, Parcel 122)
Evarist Ndererubusa
(office for travel & tourism)
July 24, 2025

PLANNING BOARD MEMBERS

Raymond Phoenix – Chairman (Present)
Christopher Coelho – Vice Chairman (Present)
Joel Silva (Present)
Kathleen Houle (Present)

The public hearing began at 7:12 p.m. in the Selectmen's Conference Room.

In attendance: Evarist Ndererubusa, Sarah Barroso

Mr. Phoenix: We do have a copy of the bill for the legal notice for Turley Publications. That's your copy to keep. And this again is a continued public hearing, so I don't need to read the legal notice. I do need to kinda just highlight again, as you heard before, the cameras are cameras, the microphones are microphones, they're doing the things that they're known for doing. They haven't changed in the last like ten minutes or so. With that said, on our end I have the description here is office for travel and tourism, and on the home occ sheet we have the total area is 1,568. They're looking to use 225. No non-resident employees and then no to planned signage, no to customers at the house, no to deliveries unlike a normal residence, no to changes to the site that would make it look less residential, no to a commercial vehicle. They are looking for a waiver on the full site plan in favor of a sketch and photos as has been provided. That's what I have. Could you kind of explain for us what you're looking to do?

Mr. Ndererubusa: Yes, I own a travel and tourism company. Of course, it's doing mostly of mountain climbing and safaris.

Mr. Phoenix: Okay.

Mr. Ndererubusa: So, none of the clients come in, they just go wherever they go.

Mr. Phoenix: No like pocket dimension in your backyard that they just?

Mr. Ndererubusa: No, I just need my laptop and that's it.

Mr. Phoenix: Fair enough. Any questions, comments from the Board? Hearing nothing, I'll go through the motions but there is nobody in the audience. If somebody did have anything, this would be a dandy time to raise any comments, questions, or concerns that they have. They could bring them up through myself as Chairman and we do our best to get them any information that they need. But there's nobody here, so I don't think they have much to say. With that, similar to with the last one, I would be looking to get motions on possibly the finding, the waiver, the matter at hand as well as the status of the public hearing.

Mr. Coelho: Mr. Chairman?

Mr. Phoenix: Mr. Coelho.

Mr. Coelho: How do I pronounce your last name?

Mr. Ndererubusa: Ndererubusa.

Mr. Coelho: Ndererubusa?

Mr. Ndererubusa: Yes.

Mr. Coelho: Okay. I **MOVE** to find that the home office for the travel and tourism business as described by Mr. Ndererubusa at 145 Coolidge Avenue is suitable under, suitable home occupation under their bylaw. I also **MOVE** to waive the full site plan for Mr. Ndererubusa at 145 Coolidge Ave in Ludlow, in favor of a sketch and photos to be prepared by the applicant since this in relation to home occupation, doing so is consistent with the purpose and intent of the zoning bylaw. Furthermore, like that legal term? I **MOVE** to approve the Special Permit under 7.0.4 a-m and the Home Occupation under 6.2.1-6.2.13 for Mr. Ndererubusa at 143, 145 Coolidge Avenue.

Mr. Phoenix: 145, yeah, not at the neighbor's house.

Mr. Coelho: No. 145 Coolidge Avenue with the restriction that the permit will run with the applicant and not with the property. Furthermore, I **MOVE** to close the public hearing.
SECOND Ms. Houle.

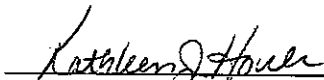
Mr. Phoenix: So, we have a motion made and seconded to find that it's an appropriate use under the bylaw, to grant the waiver that's been requested of the full site plan in favor of the sketch, to approve the site, the special permit as submitted and to close the public hearing. With that understanding all those in favor?

4-0 in Favor.

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

The public hearing was closed at 7:16 p.m.

APPROVED:


Kathleen Houle, Secretary

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 – SPECIAL PERMIT/HOME OCCUPATION
59 Lehigh Street (Assessors' Map 15D, Parcel 52)
Dillon Price
(office for online work-travel job board)
July 24, 2025

PLANNING BOARD MEMBERS

Raymond Phoenix – Chairman (Present)
Christopher Coelho – Vice Chairman (Present)
Joel Silva (Present)
Kathleen Houle (Present)

The public hearing began at 7:20 p.m. in the Selectmen's Conference Room.

The applicant was not present for the public hearing.

Mr. Phoenix: This is again a continued public hearing, so I do not need to read the legal notice. I will inform the people in the room that we do have cameras and microphones doing the things that cameras and microphones are known to do because I need to keep telling people that. This particular home occupation, part of the reason we're doing this without the applicant here, is because this was continued from originally the June 12th meeting. According to the application, it says I am registering a home office space for business. This is to operate a work travel job board. As far as the additional information sheet out of 1,900 square feet, looking to use eight by six, so, 48 square feet; no non-resident employees; no planned signage; no customers at the house; no deliveries made unlike those of a normal residence. Nothing for changes at the site that make it look less residential and no commercial vehicle in connection with the business. Is looking however for a waiver of the full site plan in favor of a sketch and photos as prepared by the applicant. So that's what we have. We don't really have anybody physically here in front of us that we can ask questions of, but I think it seems pretty self-explanatory. Does anybody have any comments, questions, concerns on this one? Hearing nothing, I will formally open it up to the public. If you do have anything, please state your name and address for the record and address anything that you have through myself as Chairman, we'll do our best to get you any information that you need. Does anybody have anything at this time? Hearing nothing, I would entertain motions to handle the finding, the waiver, the matter at hand, and the status of the hearing if the Board is so inclined.

Mr. Coelho: Mr. Chairman.

Mr. Phoenix: Mr. Coelho.

Mr. Coelho: I **MOVE** to find that the home office as described within the application of Mr. Dillon Price at 59 Lehigh Street in Ludlow, Mass, clearly, is a suitable home occupation under the bylaw. Furthermore, I **MOVE** to waive the full site plan for Mr. Price at 59 Lehigh Street in favor of a sketch and photos 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 **MOVE** to approve the Special Permit 7.0.4 a-m and the Home Occupation under

Section 6.1.2-6.1.2.13 for Mr. Price at 59 Lehigh Street with the restriction that the permit will run with the application and not with the property. Furthermore, I will **MOVE** to waive the public hearing, oh, **MOVE** to close the public hearing.

Mr. Phoenix: Alright, so just to sum up this is to find that it's an appropriate use under the bylaw, to grant the waiver request, to approve the special permit, and to close the public hearing. Is there a second?

Mr. Coelho: As described in the application.

Mr. Phoenix: Fair.

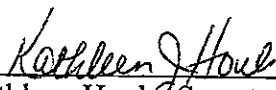
SECOND Ms. Houle.

4-0 in Favor.

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

The public hearing was closed at 7:23 p.m.

APPROVED:



Kathleen Houle, Secretary

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 – SITE SKETCH
345 Holyoke Street (Assessors' Map 11B, Parcel 9)
Thomas & Jenna Alimberti
(school of dance)
July 24, 2025**

PLANNING BOARD MEMBERS

Raymond Phoenix – Chairman (Present)
Christopher Coelho – Vice Chairman (Present)
Joel Silva (Present)
Kathleen Houle (Present)

The public hearing began at 7:30 p.m. in the Selectmen's Conference Room.

In attendance: Thomas & Jenna Alimberti, attendees

Mr. Phoenix advised the public that the hearing is being recorded, gave the applicant a copy of the Turley Publications invoice, and read the legal notice which included the description of: school of dance.

Mr. Phoenix: As far as this goes, let's see, worked with applicant to complete site plan 6/26. We have from Building Commissioner: *crash bars on doors, emergency lighting at exits*. Fire: *Site sketch for the property has been reviewed for compliance. Ludlow Fire Department has no comments or concerns. 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. Please feel free to contact this office if you have any questions or concerns regarding this matter.* From Public Works we have: *All set with 345 Holyoke Street*. So that's what we have for comments. And on the application itself, we have site plan required, no changes are being made to the property, is requested that Dick Barker School of Dance be permitted to operate out of this location. And I think that's about all that I have. Oh, we do have the request for the waiver of the public hearing. We already acted on that one, correct Sue? Or did that one still need a motion too?

Ms. Urban: I think you told them to, for the site plan?

Mr. Phoenix: The, the public hearing.

Ms. Urban: This is a public hearing.

Mr. Phoenix: Well, okay. Waiver the public hearing site plan and application fee. So, it's a comprehensive waiver request. So, we'll talk about it.

Ms. Urban: I believe you already acted.

Mr. Phoenix: Well, we had conversation about it and I believe where we had kinda left things is we were gonna be doing the site sketch for now and then once you have a chance to get

everything situated there, you'd be coming in with the full site plan. So, I think we had talked about the possibility of waiving the fee for this submittal since you're coming in with the more comprehensive one later. We're having the hearing. So, we don't really need to waive that. And then as far as the site plan, that would be waived until the other plan comes in. I'm just trying to remember where we left that formally for the waivers.

Ms. Houle: Mr. Chairman, I believe that the reason we did that was they hope to have other people also using some of the space.

Mr. Phoenix: Yeah.

Ms. Houle: And that would require that change.

Mr. Phoenix: Yeah. So, I was just trying to remember where we left it on the actual waivers. When in doubt we'll do 'em again just to make sure we're covered. But as far as the comments, like I said, the only thing really is from the Building Commissioner, crash bars on doors and emergency lighting at exits, which typically don't really show on our plans anyway, especially sketches, but they're definitely good things for you guys to have for information. So, with that care to officially let us know what you're looking to do, that's already kind of underway?

Mr. Alimberti: You want me to?

Ms. Alimberti: Sure.

Mr. Alimberti: So, the hope would be that we could officially open the dance season as we have, Jenna has and the Dick Barker School of Dance has for what, 65 years?

Ms. Alimberti: This is our 67th season.

Mr. Alimberti: Starting early September. We have, you know, prepared at this point, the building is fully functional, able to accommodate, you know, the number of attendees that we typically had and plan to have throughout this next year. Which are, you know, it's very similar to what was going on at Sewall Street. And I guess that's kind of what we've got going on right now. We just wanna get that dance season kicked off.

Mr. Phoenix: Because obviously parking was tough at Sewall Street with just the on-street parking.

Ms. Alimberti: Yes.

Mr. Phoenix: Hopefully whatever business finds its way into that slot has a, a better situation for the parking than what you guys had, especially at transition between class time. I will say I was at their, their ribbon cutting recently and from what I could see, I think the number of cars you had there is in excess of what you would normally expect for...

Ms. Alimberti: Goodness yes.

Mr. Phoenix: ...during normal, even like transition between two classes.

Ms. Alimberti: Goodness yes, yeah.

Mr. Phoenix: And the, the site was handling that without any problem that I could notice. So, I think definitely huge step for you there. So yeah, that's what I can say on this one. Does anybody have any comments, questions, concerns from the Board?

Mr. Silva: Good luck.

Mr. Phoenix: And this is a public hearing so I will ask for anything that the public has that they would like to add or ask at this time. I would just ask that you address anything that you have through myself as Chairman and state your name and address for the record. Hearing nothing, I would entertain a MOTION again just to kind of dot the i's in case we've missed anything before, to waive the full site plan in favor of a sketch, given that we're going to be getting the full plan in the near future once things are settled out. So, I think that was that area like right inside to the left, and to waive the application fee for this submittal and to approve and to close the public hearing. I think that's the four things I'd be looking for if possible, from the Board.

Mr. Coelho: **SO MOVED.**

Mr. Phoenix: We'll just say that's in the standard form where applicable, Chris.

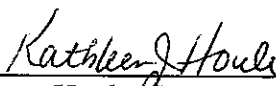
Mr. Coelho: **SO MOVED** in the standard form where applicable.

SECOND Ms. Houle.

4-0 in Favor.

The public hearing was closed at 7:36 p.m.

APPROVED:



Kathleen Houle, Secretary

su

Documents: Master application; Waiver request (06-24-2025); Comments from Town Departments/Boards; Site Sketch – OnPointe Holdings, LLC and Dick Barker School of Dance, LLC (7/30/2025)

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