

**TOWN OF LUDLOW PLANNING BOARD  
MINUTES OF THE MEETING OF  
December 11, 2025**

**PLANNING BOARD MEMBERS**

Raymond Phoenix – Chairman (Absent)  
Christopher Coelho – Vice Chairman/Acting Chairman (Present)  
Joel Silva (Present)  
Kathleen Houle (Present)  
William Ellison (Present)  
Haley Rivers, Associate Member (Present) (7:02 p.m.)

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

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**PUBLIC HEARING – Special Permit/Home Occupation – Johnathan Chenier and John Chenier  
335 Munsing Street (Assessors' Map 18, Parcel 44) (office for junk removal business)**

**SEE SEPARATE MINUTES**

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**ANR - James Wlodyka, 786 Poole Street (Assessors' Map 41, Parcel 50)  
(divide off a 2-acre parcel from existing 5.5-acre parcel)**

*Dan O'Brien – Smith Associates was present for the appointment.*

Mr. O'Brien explained that the property owner has about a six-acre parcel on the south side of Poole Street and wants to cut out a two-acre parcel to deed to his niece who will build on the land at some point in the future.

Mr. Coelho read the request to waive the fee letter.

Ms. Houle: So, I make a **MOTION** to waive the fee for resubmittal in this instance.

**SECOND** Mr. Silva.

**4-0 in Favor.**

The Board reviewed the ANR checklist.

Ms. Houle: I **MOVE** to endorse the ANR plan to James Wlodyka at 786 Poole Street.

**SECOND** Mr. Silva.

**4-0 in Favor.**

*Documents: Master application; Waiver request; Plan of Land - Poole Street Ludlow, MA owned by James P. Wlodyka  
(Nov. 25, 2025)*

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**CONSENT AGENDA:**

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

- ◆ FILE Mail Item 72. - Legal Notices from surrounding communities
- ◆ APPROVE/SIGN Minutes of November 13, 2025 & November 20, 2025
- ◆ APPROVE Change of Occupancies:
  - Raquel Riopelle (La Vela by Mimi LLC) 79 East Street (from tattoo shop to candle business)
  - Kathleen Shea – 733 Chapin Street, Suite 200B (from home care staffing to massage therapy)
- ◆ SIGN Special Permits:
  - Joshua Edward Picard – 23 Adams Street (online book sales)
  - Yani Baez de Marichal – 61 Homestretch Drive (facials & lashes)

## **Zoning Bylaw Update discussion – Pioneer Valley Planning Commission**

*Ken Comia and Aodhan Hemeon-McMahan were present for the appointment.*

Mr. Comia explained that the town received a grant through the Community One Stop Grant Program through the Executive Office of Housing and Livable Communities and that there have been initial discussions with the Planning Board related to some components of the current zoning bylaw, particularly the East Street Corridor and have also explored the Center Street Corridor, and possible map changes. He noted that the gist of this particular grant is the work on reformatting and reorganization as was identified in the Ludlow Zoning Diagnostic Report back in 2024, which was also funded through the District Local Technical Assistance Program through the PVPC.

Mr. Hemeon-McMahan went through the Ludlow Planning Board Zoning Bylaws Draft that was presented to the board members for review for discussion at a future meeting. Also discussed was holding a community engagement meeting on either January 15<sup>th</sup>, 29<sup>th</sup>, or February 5<sup>th</sup> as Thursdays, which would be from 6:00 to 8:00 PM at Harris Brook School. Mr. Comia also gave a copy of a draft community survey that would be available to the public.

*Documents: Town of Ludlow Planning Board Zoning Bylaws Draft 12/11; Ludlow Zoning Update Project Community Survey; Ludlow Community Meeting – Zoning Bylaw Update Draft Agenda*

## **File Mail Item 73 - Ludlow Conservation Commission Legal Notice – 164 Lyon Street**

## **File Mail Item 74 - Ludlow Conservation Commission Legal Notice – West Side Drive**

## **Mail Item 75 - Letter from Sheila Dias re: Ludlow Zoning Bylaws for a setback requirement for residential properties & response letter from BJ Church, Department of Inspectional Services**

Mr. Coelho read the complaint letter from Ms. Dias and the response letter from B.J. Church, Building Inspector, which stated: *The Building Department concludes that Mr. Rui Serrazina, 1353 Center Street, is in full compliance with the building permit and the Town of Ludlow Zoning Bylaws. There is no zoning bylaw that prohibits or restricts the type of landscaping installed on private residential property in this case.*

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**File Mail Item 76 - Appointment to the Planning Board letter for William "Bud" Ellison from Ludlow Select Board**

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**ADU application/process**

The conversation will be tabled until the next meeting.

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**Outstanding items**

Mr. Carpenter said that \$1,800 was encumbered from our budget and that he has reached out to Smith and Associates who did the surveying, if they are willing to meet that cost, then we will have an updated site plan for the Town Hall.

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Mr. Coelho mentioned that there was a discussion at the Safety Committee meeting today about Greenstead Grove at 188 Fuller Street and that the sidewalk needs to be extended at least a hundred feet southbound on Fuller to catch the crosswalk at Fuller and Chapin.

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Ms. Houle **MOVED** to adjourn.  
**SECOND** Mr. Silva.  
**4-0 in Favor.**

Meeting adjourned at 8:07 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**  
**PUBLIC HEARING – SPECIAL PERMIT/HOME OCCUPATION**  
**335 Munsing Street (Assessors' Map 18, Parcel 44)**  
**Johnathan Chenier and John Chenier**  
**(office for junk removal business)**  
**December 11, 2025**

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**PLANNING BOARD MEMBERS**

Raymond Phoenix – Chairman (Absent)  
Christopher Coelho – Vice Chairman/Acting Chairman (Present)  
Joel Silva (Present)  
Kathleen Houle (Present)  
William Ellison (Present)  
Haley Rivers, Associate Member (Present) (7:02 p.m.)

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

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*In attendance: Johnathan Chenier, John Chenier, attendees*

Mr. Coelho read the legal notice and advised the public that the hearing was being recorded. The legal notice included the description of: office for junk removal business.

Mr. Coelho: That being said, why don't you guys let me know what you're trying to do and give us a description and give?

John Chenier: So, my nephew started this business about a year and a half ago. He now has to move to Tennessee, so we're kind of just taking it over. So, it did a little better than he thought it was gonna. And pretty much the trucks are parked on my property anyways at Chenier's Gravel Bank, which is right behind 335 and 501, both of our addresses. So, nothing's really gonna be any different except for the actual address of the office itself. So, it's gonna go from Fuller Street in Ludlow to Munsing Street in Ludlow.

Mr. Coelho: Okay, and basically you're just gonna run all the business stuff out of.

John Chenier: Basically, yeah.

Mr. Coelho: Okay. I'm looking at the application here. It looks like everything's in order. Is that a good assumption there?

Mr. Carpenter: Yes.

Mr. Coelho: Fees are paid, ownership signed off on. So, you did read the criteria of a home office, home occupation?

John Chenier: Yep.

Mr. Coelho: Good evening, Haley. And you understand those? That's basically what anybody can hold you up to, as far as the rules go. Signed off on that. I don't think I have any more questions. Does anybody from the board?

Mr. Silva: It's straightforward? Pretty straightforward. No questions on my end.

John Chenier: There's not much to it.

Ms. Houle: Mr. Chairman, I **MOVE** to find that the home office for a junk removal business as described by the applicants Jonathan Chenier and John Chenier is a suitable home occupation under the bylaw, and I further **MOVE** to waive the full site plan for the applicant at 335 Munsing Street, in favor of sketch and photos to be prepared by the applicant since this is in relation to home occupation and doing so is consistent with the purpose and intent of the bylaw.

Mr. Coelho: We have a motion.

**SECOND Mr. Silva.**

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

**Ms. Rivers – yes.**

**5-0 in Favor.**

Mr. Coelho: Comments from other town boards as is typical with these there are, aren't too much concerns, especially when it's just an office for pushing papers. So, I'm not seeing anything here. Findings and waivers. Well, the checklist. You guys signed off on it, you can read and understand English. Okay, good. Then that's what you're gonna be held to, so keep that in mind. Anybody here from the public wish to speak on this matter? The home office at 335 Munson Street? Nobody. Okay, so we're at the pivotal point of the meeting here. I would be willing to entertain a motion to approve

Ms. Houle: Mr. Chairman. I **MOVE** to approve the Special Permit under 7.0.4 a-m and Home Occupation under Section 6.2.1-6.2.13 for Jonathan and John Chenier at 335 Munsing Street with the restriction that the permit will run with the applicant and not with the property.

**SECOND Mr. Silva.**

**Roll call vote: Ms. Rivers – yes; Mr. Ellison – yes; Mr. Silva – yes; Ms. Houle – yes; Mr. Coelho – yes.**

**5-0 in Favor.**

Mr. Coelho: That's five zero motion passes. There's a 21-day appeal period which the neighbors can file an appeal and I don't know, it's never happened with this kind of situation before. So, 21 days will be good to go. You have to be, you have to get it down to the registry, which we help you with.

John Chenier: Yes.

Mr. Coelho: And then it gets attached to your registry things and stuff like that and you'll be good to go.

John Chenier: Okay. Any questions from you guys at all?

Mr. Coelho: I hope we already asked our questions 'cause if we didn't...

John Chenier: It's too late now.

Mr. Coelho: Yeah, no, I think it's good. I've actually done some business with Jim and he's...

John Chenier: Well, I hope you have more business 'cause we're right there.

Ms. Houle: I'll make a **MOTION** to close the public hearing.

Mr. Coelho: Kathy just made a motion to close the public hearing.

**SECOND** Mr. Silva.

**Roll call vote: Ms. Rivers – yes; Mr. Ellison – yes; Mr. Silva – yes; Ms. Houle – yes; Mr. Coelho – yes.**

**5-0 in Favor.**

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

APPROVED:

  
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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).*