TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
October 22, 2020

RECEIVED
TOWN CLERK'S OFFICE
2020 NOV 13 P 2:48
TOWN OF LUDLOW

PLANNING BOARD MEMBERS

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

The meeting began at 7:00 p.m. in the Selectmen's Conference Room via Telephonically (by order of the Governor's March 10, 2020 order titled "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, § 20" due to the COVID-19 Virus Outbreak)

Mr. Coelho recognized the new Associate Member Josh Carpenter and welcomed him to the Planning Board.

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 85 Chapin Greene Drive (Map 16A, Parcel 40-85) Marguerite Haugh (provide trauma sensitive yoga via Zoom)

SEE ATTACHED MINUTES

APPOINTMENT – Sodi, Inc. c/o Ralph Capua – Preliminary Subdivision (Sofia's Way) – 0 Chapin Street (Map 11D, Parcel 115) (construct an eight-lot residential subdivision)

Ralph Capua, Rob Levesque – R Levesque Associates were present for the appointment.

Mr. Levesque explained that Mr. Capua is proposing a subdivision called Sofia's Way, which would be located off Chapin Street which is just over 500 linear feet long, with eight subdivision lots and a cul-de-sac. He said that they were able to meet all the subdivision standards for the proposed subdivision, and that they are requesting two waivers: 1. to omit an island in the end of the cul-de-sac; 2. and to omit sidewalks should the Planning Board not see that that's a major issue. Mr. Levesque noted that they have submitted a wetland delineation (ANRAD) to the Conservation Commission and have received a determination of the wetland boundary. He mentioned that they intend to fully stay out of the 25-foot buffer zone, and the roadway will be out of the 100 foot entirely.

The Board discussed whether there were sidewalks in the area. Mr. Queiroga said that there are not sidewalks on Harris Lane which is located across the street off Chapin Street. Mr. Coelho suggested that the minutes for the Harris Lane subdivision be reviewed for the reasoning of not having sidewalks, and that the Safety Committee be contacted for comments regarding the sidewalks.

Mr. Stefancik said that the waivers need to be voted on, but if the waivers are approved for the preliminary, it doesn't mean that they are automatically approved for the definitive plan.

RECEIVED
TOWN CLERK'S OFFICE
2020 OCT 29 P 2:48
TOWN OF LUDLOW

Mr. Queiroga: I would make a **MOTION** in the usual format on the request for a waiver on a center island, not having to be installed with a, not having to be installed with that island in the middle.

Mr. Coelho: Are you gonna include the sidewalks with that as well?

Mr. Queiroga: I can, yes. And to also include the waiver of the sidewalks.

Mr. Coelho: As related to the Preliminary Subdivision Plan in front of us today.

Mr. Queiroga: Correct.

Mr. Coelho: Alright, we have a motion. Do we have second, no Josh…

Ms. Houle: Josh can't vote.

Mr. Coelho: I'm just making sure. Ok, so we have a motion now, do we have a second?

Ms. Houle: **SECOND** for discussion.

Mr. Coelho: Ok; Ms. Houle.

Ms. Houle: I just want to make this, understand this clearly, that if we get some feedback from the other boards before the final plan, we could change that vote, and they would have to put sidewalks. I have no problem with not having the island in the middle 'cause they do get very, they're eyesores. The sidewalks, I'm not sure. I just would like to know what went on across the street.

Mr. Stefancik: I think if you condition your vote based on Safety and then also what the Harris Lane situation was.

Ms. Houle: Ok, that would not be a problem. So, Joe would you like to add that into your motion?

Mr. Queiroga: **SO MOVED.**
SECOND Ms. Houle.
3-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

Mr. Coelho read the comments from the Town Boards and Departments. Mr. Stefancik's comments noted that there is currently a Sofia's View in Ludlow, and that the name will need to be changed for this proposed subdivision for 911 emergency reasons.

RECEIVED
2020 NOV 13 P 2:48
TOWN CLERK'S OFFICE
TOWN OF LUDLOW

Ms. Houle: Mr. Chairman, I **MOVE** to approve the Preliminary Subdivision for Sodi Inc., Ralph Capua for 0 Chapin Street Map 11D, Parcel 115.
SECOND Mr. Queiroga.
3-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

Documents included: Preliminary Plan – 0 Chapin Street Ludlow, MA - Parcel ID #11D-3650-115-0 (October 6, 2020)

ANR – 125 Munsing Street (Map 18, Parcel 36) Mary Rarogiewicz (proposed lots 1-3)

Don Frydryk – Sherman & Frydryk was present for the appointment.

Mr. Frydryk explained that they divided the parcel into three lots, with the current house being located on lot 2, and lots 1 and 3 located on either side.

Mr. Stefancik stated that he went through the checklist and that it met all the criteria.

Mr. Queiroga: I'd be willing to make a **MOTION** to approve this ANR in the usual format for 125 Munsing Street.
SECOND Ms. Houle.
3-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

Documents included: Master application; Plan of Land in Ludlow, MA prepared for (owner) Mary Rarogiewicz (10/09/2020)

File Mail Item #54 – Change of Address for 209 Autumn Ridge Road from Dept. of Inspectional Services

---

Consent Agenda:

The Board approved the Consent Agenda under unanimous consent.

- FILE Mail Item 53. - Legal Notices from surrounding communities
- APPROVE/SIGN Minutes of September 10, 2020
- APPROVE Change of Occupancy:
  - Mario Campora (Campora Construction Co. Inc.) – 41-43 Owens Way (from asphalt company to construction company)

Cancel meetings of November 26, 2020 & December 24, 2020

Ms. Houle: Mr. Chairman, I make a **MOTION** to cancel the meetings for November 26th and December 24th.
SECOND Mr. Queiroga.
3-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

RECEIVED
TOWN CLERK'S OFFICE
2020 NOV 13 P 2:48
TOWN OF LUDLOW

Architectural Review Committee

Mr. Coelho mentioned that with some of the construction going on in Town at this point and some that went on in the past, he thinks that it would be a good idea to have some sort of vertical approval process to try and keep the development consistent with the Town's New England feel. He said that there are some buildings that look out of place and that we need to figure out a way to help guide some of these developments so that everything looks like it belongs.

Mr. Stefancik said that a guidebook might be helpful as opposed to a bylaw. He will research what other surrounding towns have regarding design criteria. Mr. Stefancik also noted that there are currently design guidelines under the Smart Growth Zoning District in Ludlow. This discussion will be continued at a future meeting.

Bylaw Change Submittals

Mr. Coelho remarked that at this year's Town Meeting there were certain boards and departments requesting bylaw changes, and that they haven't been present at the public hearings or the town meeting to present their side of the story for these proposed changes. He said that he would like to make a rule that if anybody wants to change our bylaws, outside of the Planning Board, they need to attend the public hearing and the Town Meeting to describe why they want to do it and why it would be beneficial to the Town in addition to what the Planning Board thinks. And if they don't feel the need to attend either one of those meetings to represent their department or board, then he doesn't think it's important enough that the Town has to take it up at Town Meeting.

The discussion will be continued to a future meeting where all members of the Planning Board are present.

Ms. Houle: **MOTION** to adjourn.
SECOND Mr. Queiroga.
3-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes.

Meeting adjourned at 7:42 p.m.

APPROVED:

Kathleen J Houle
Kathleen Houle, Secretary

su

RECEIVED
TOWN CLERK'S OFFICE
2020 NOV 13 P 2:48
TOWN OF LEICESTER

(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
85 Chapin Greene Drive – Marguerite Haugh
(provide trauma sensitive yoga via Zoom)
October 22, 2020

RECEIVED
TOWN CLERK'S OFFICE
2020 NOV 13 P 2:48
TOWN OF LUDLOW

PLANNING BOARD MEMBERS

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

The hearing began at 7:02 p.m. in the Selectmen's Conference Room via Telephonically.
(by order of the Governor's March 10, 2020 order titled "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, § 20" due to the COVID-19 Virus Outbreak)

In attendance: Marguerite Haugh

Mr. Coelho read the legal notice, reviewed the application and advised the public that the meeting is being recorded. The legal notice included the description of: provide trauma sensitive yoga via Zoom.

Mr. Coelho: Ok, now we're go to any comments from other boards. Let me see.

Mr. Stefancik: Yeah, no comments.

Mr. Coelho: We have no comments from the other boards. Why don't you let us know exactly what you intend on doing over there, Miss Haugh, and then we'll get moving down this checklist.

Ms. Haugh: Well, like I said, I provide trauma sensitive yoga to people and so, I, in my building as the facilitator, and the participants are in their home and --- via Zoom.

Mr. Coelho: Ok, and will you be doing this via Zoom forever or do you ever anticipate having lots of people coming to the house?

Ms. Haugh: No, no, no ones ever coming to the house.

Mr. Coelho: Ok, that's what we like to hear.

Ms. Haugh: If ever it changes, I would be somewhere else in a brick and mortar somewhere.

Mr. Coelho: Ok, good, good. That's a good plan for growth. Going through the application here, it looks like we have to make the finding that this is appropriate still?

Mr. Stefancik: Yes, a finding, a waiver.

Ms. Houle: Mr. Chairman?

Mr. Coelho: Ms. Houle.

RECEIVED

Ms. Houle: I **MOVE** to find that the home occupation, special permit, as described by Marguerite Haugh at 85 Chapin Greene Drive is a suitable home occupation under the Bylaw. And secondly, I **MOVE** to waive the full site plan in favor of a sketch and photos prepared by the applicant since this is relation to a home occupation and in doing so is consistent with the purpose and intent of the Bylaw.
SECOND Mr. Queiroga.
4-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Coelho – yes.

Mr. Coelho: Ok, so we made your…

Mr. Queiroga: ---

Mr. Coelho: Mr. Queiroga.

Mr. Queiroga: Yes, this is a point of interest. I'm assuming that the Chapin Greene Association has no problems?

Ms. Haugh: --- I've already spoken to the president of the trustees on a couple of occasions, so. And…

Mr. Queiroga: Ok.

Ms. Haugh: …I guess, I think when it went through you guys it went through the, I don't know if it's the manager, if that's the correct name of Chapin Greene, but she's aware because she contacted Dennis, the president. And I had already spoken to him in person and then he called me maybe a couple weeks ago, and just, we went over it again. So, everyone that needs to know at Chapin Greene knows.

Mr. Coelho: Had they had a problem they'd be able to speak out on it tonight for sure. That's the whole point of this hearing.

Mr. Stefancik: We've had other people who've had home businesses there too, so I don't think it's been an issue.

Mr. Queiroga: Ok, I'm good.

Mr. Coelho: Ok, well I certainly don't have any comments.

Mr. Stefancik: Public?

Mr. Coelho: Yeah, I'm getting to the public. I haven't forgotten Doug, don't worry. COVID doesn't got me that crazy yet. Anybody on this side of the table have anything for Miss Haugh? No, now I'm gonna open it up to the general public. Is there anybody on the line that would

have any inquiries related to this proposal? And once again, anybody from the public on the line have any questions or comments related to this proposal? Ok, hearing none, I just want to make Miss Haugh, just let her know that in her application package she does have a list of criteria that she's gonna be required to adhere to which is under the Home Occupation Criteria Checklist. So, that's kind of what your obligation is to the Town to have this business there, so make sure you follow those to the T. And with that being said, I'd be willing to entertain a motion.

RECEIVED
TOWN CLERK'S OFFICE
2020 NOV 13 P 2:48
TOWN OF LUDLOW

Ms. Houle: Mr. Chairman.

Mr. Coelho: Ms. Houle.

Ms. Houle: 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 Marguerite Haugh at 85 Chapin Greene Drive with the restriction that the permit run with applicant and not with the property.
SECOND Mr. Queiroga.
4-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Coelho – yes.

Ms. Houle: **MOTION** to close the public hearing.
SECOND Mr. Carpenter.
4-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Coelho – yes.

Hearing ended 7:10 p.m.

APPROVED:

Kathleen L Houle
Kathleen Houle, Secretary

su

Documents: Master application; abutters list

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