TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
December 10, 2020

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2021 JAN 29 P 2:13
TOWN OF LUDLOW

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present)
Kathleen Houle (Present)
Rafael Quiterio (Present)
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)

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 58 Libby Street (Map 2C, Parcel 20A) Lori Gravelin (provide in-home dog sitting/care, foster care)

SEE ATTACHED MINUTES

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 29 Brownell Street (Map 15C, Parcel 87) Scott Fortin (home office for sprinkler company)

SEE ATTACHED MINUTES

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 21 Nora Lane (Map 10, Parcel 87) Andrew & Evelyn Soucie (change of ownership)

SEE ATTACHED MINUTES

PUBLIC HEARING – SITE PLAN – 321 Moody Street (Map 3, Parcel 109) Mel O'Leary CEO; Meredith-Springfield Associates, Inc. (construction of 2 new building additions to an existing building for warehouse space & to relocate 3 existing loading docks)

SEE ATTACHED MINUTES

CONTINUED PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 193 Center Street (Map 12D, Parcel 53) Jamie Jacobs (small scale salon)

SEE ATTACHED MINUTES

Mr. Quiterio left the meeting at 8:03 p.m.

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 190 Sewall Street (Map 15A, Parcel 496) Susan M. Armentano (massage therapy)

SEE ATTACHED MINUTES

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PUBLIC HEARING – SITE PLAN – 1 State Street (Map 14B, Parcel 130) Winn Development (to redevelop Mill Building #8 at the Ludlow Mills complex into a mixed-use development featuring approx. 48,000 square feet of commercial space on the first floor, and approx. 95 residential units for tenants aged 55+. Development is under the Mill Redevelopment District & Smart Growth Overlay District)

SEE ATTACHED MINUTES

Mr. Phoenix: --- along with what you said, I'd like to officially make a **MOTION** that the Planning Board not entertain any additional people at Town Hall for a public hearing until such time as all applicants and public are able to join in for that discussion --- at Town Hall.

Mr. Coelho: You know, I don't think that even needs to be a motion. That's almost embarrassing to be honest with you…

Mr. Phoenix: ---

Mr. Coelho: …in my opinion.

Mr. Phoenix: ---

Mr. Coelho: So, but if anyone wants to second that.

Mr. Phoenix: I didn't think we need to be told that, you know, we can't hold one applicant to a different standard. I want to make it clear that that don't fly.

Mr. Coelho: We have a motion. Does anybody want to make a second?
SECOND Ms. Houle.

Mr. Coelho: Mr. Queiroga?

Mr. Queiroga: Wait a minute, what are we voting on?

Mr. Coelho: We are voting on that fact that if these hearings are closed, they're closed. If these hearings are open, they're open. I would rather see them open for everybody and if the Town can't facilitate that for one person, they can't facilitate it for another.

Mr. Queiroga: Ok, I'm fine with that.

Mr. Coelho: Doug, you want to repeat your motion just to make sure?

Mr. Queiroga: No, it was your motion.

Mr. Coelho: I'm sorry, Ray, you want to repeat your motion? I'm sorry, Ray. I'm looking at Doug and I'm thinking about you. It's a nightmare. Ray, could you repeat your motion just so it's clear? Ray?

Mr. Phoenix: Chris? Sorry about that, my phone cut out in the middle of the conversation.

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Mr. Coelho: No problem. Once again, all the more reason to get things going back to normal in the high school or somewhere where we can socially distance and have appropriate meetings. But, want to go ahead and make your motion again just to make sure we all know what we're voting on?

Mr. Phoenix: I'll remake the motion, I **MOVE** to, that the Planning Board determined that until all applicants are able to come in and the public is able to come in and have discussion together, that no applicants or public are allowed in and that it be a petition that is equitable and equal across all of the public and not just select public.
SECOND Ms. Houle.
4-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes.

Consent Agenda:

The Board approved the Consent Agenda under unanimous consent.

- FILE Mail Item 61. - Legal Notices from surrounding communities
- SIGN Special Permits:
  - Marguerite Haugh – 85 Chapin Greene Drive (provide yoga via Zoom)
  - Lisa A. Dowers – 119 Barre Drive (massage therapy)

Mr. Phoenix **MOVED** to adjourn.
SECOND Ms. Houle.
4-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes.

Meeting adjourned at 8:56 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

su

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

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TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION
58 Libby Street – Lori Gravelin
(provide in-home dog sitting/care, foster care)
December 10, 2020

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Raymond Phoenix (Present)
Kathleen Houle (Present)
Rafael Quiterio (Present)
Joshua Carpenter, Associate Member (Present)

The hearing 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)

In attendance: Lori Gravelin

Mr. Coelho read the legal notice and reviewed the application. The legal notice included the description of: provide in-home dog sitting/care, foster care.

Mr. Coelho: Ok, Miss Gravelin, if you would like to, ok, I have to advise the public here that the cameras are recording both audio and visual. So, this is going to be held in the annals of town history for anybody's review. Now, you guys deal with the Turley notice, the payment for that, so I don't have to worry about that.

Mr. Stefancik: That got sent out.

Mr. Coelho: Ok, so Ms. Gravelin, you understand you're responsible for paying the advertising bill, correct?

Mr. Gravelin: Yes, correct.

Mr. Coelho: Ok, so why don't you go ahead and give me a brief summation of what you'd like to do over there for the Board and the people that may be listening right now, and we'll start there.

Ms. Gravelin: Yeah, I'd like to do an in-home dog, like, daycare. I've done some military stays and I do some term foster care while they're waiting to be spayed or neutered, before they can go to their forever homes. So, people just, you know, come and drop off their dog for the day and they kind of hang out and have a play day, basically, and then they get picked up by their owners and brought home.

Mr. Coelho: Will you be having any like specific kennels or anything outside to facilitate this?

Ms. Gravelin: No.

Mr. Coelho: Ok.

Ms. Gravelin: No, and I only will use a kennel if it's per instructions from the owners. You know, say the dog's ---.

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Mr. Coelho: That's a crate though.

Ms. Gravelin: That would be a crate.

Mr. Coelho: Oh yeah, a crate.

Ms. Gravelin: No, I don't, yeah, they're not crated or anything it's just like they're just having an extra dog or two for the day.

Mr. Coelho: Ok and that's basically inside your house except for when they need to briefly go outside, correct?

Ms. Gravelin: Yeah, they just go out and do their business then maybe play a little bit and then they come back in. But, I don't leave any dogs outside at all, not even my own dogs, I wouldn't do that with. So, there's nothing outside except --- backyard. No structures or anything, no special structures in the house.

Mr. Coelho: What about vaccination status of these animals? They're…

Ms. Gravelin: They have to provide the vaccination slip from their veterinarian saying that they have all the required ones. I know, I go through a service, it's Rover.com, and they also have to provide them with the immunization records.

Mr. Coelho: Ok, so that's all previously vetted before they're brought to the house.

Ms. Gravelin: Yes, and they also when they, when you sign up to be a sitter with them, they also do like a background check on the sitters just to make sure everything's fine.

Mr. Coelho: Ok. Does anybody on the Board here have any other questions we'd like to get out right now?

Mr. Queiroga: Lori?

Ms. Gravelin: Yes.

Mr. Queiroga: Yeah, my name is Joe Queiroga. I just want to ask you a question. I'm reading the letter that you sent that you limit the bookings at the site to two dogs at a time. Is that correct?

Ms. Gravelin: Yes.

Mr. Queiroga: --- for any one period, and you have no signs, no employees, and no mention to traffic to be a nuisance in the neighborhood. Is that right?

Ms. Gravelin: Correct. Yeah, they just drop off the dogs and they're here for just a minute or two and then the traffic leaves.

Mr. Queiroga: Ok, very good. Thank you.

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Ms. Gravelin: Thank you.

Mr. Coelho: Anybody else on the Planning Board have any questions? Ok Miss Gravelin, I'm going through your application here, looks to be filled out in full. I just want to point out the two last pages. We have a home occupation checklist and a special permit criteria. That's basically a summation of the technical rules you're gonna need to follow to maintain this business permit. So, just make sure you're pretty well versed on those.

Ms. Gravelin: Ok.

Mr. Coelho: We got it signed here that you did read them and we're gonna accept that you understood them as well. Now we need some, I got to get through your application, and this is quite the application amendment, or what would we call this, addendum?

Mr. Stefancik: They did their homework.

Mr. Coelho: Yeah, nice job, nice job. Doug did you have anything, any concerns in review over this while you were thinking about it?

Mr. Stefancik: Well, I think just her mentioning, I don't know, is she doing neutering and spaying in the house? I mean.

Ms. Gravelin: Oh, gosh, no.

Mr. Coelho: Just temporary sitting and maybe some…

Mr. Stefancik: Oh yeah, dog sitting.

Ms. Gravelin: Before a dog can go to their forever home if they're a foster, they have to be spayed or neutered with the rescue. So, I'll just keep them here until they have whatever they need to be done, and then they're allowed to go to their forever home. But, I don't do any medical anything like that.

Mr. Coelho: Ok, I am not seeing anything here for, from input from any other boards.

Mr. Stefancik: No, they tend not to comment on this, the home-based businesses.

Mr. Coelho: Good.

Mr. Stefancik: They do get a copy of the legal notice, but if they don't have anything to say.

Mr. Coelho: So, they are made aware of what's going on?

Mr. Stefancik: They do, yes.

Mr. Coelho: Ok, I think I'm gonna open this up to any questions from the public. Is there anybody on the line? Please state your name and address for the record. Hello? Anyone? Ok, hearing none, looks like we're gonna need a waiver of site plan for...

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Mr. Stefancik: A full site plan for a...

Mr. Phoenix: Mr. Chairman?

Mr. Coelho: Mr. Phoenix?

Mr. Phoenix: I will make a **MOTION** to #1. Find that this is a suitable home occupation under the Bylaw, and #2. grant the waiver as requested by the applicant based on the nature of the home occupation.
SECOND Ms. Houle.
5-0 in Favor.
Roll call vote: Mr. Quiterio – yes; Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes.

Mr. Coelho: Ok, so we have that motion made and passed. I have no more questions. I think this is probably an admirable type of business as well as appropriate, so I'd be willing to entertain a motion to accept.

Mr. Phoenix: Mr. Chairman, I'll make a **MOTION** in the standard form to approve the Home Occupation as presented.
SECOND Ms. Houle.
5-0 in Favor.
Roll call vote: Mr. Quiterio – yes; Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes.

Mr. Coelho: Motion to close?

Ms. Houle: **SO MOVED.**
SECOND Mr. Phoenix.
5-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Quiterio – yes; Ms. Houle – yes; Mr. Phoenix – yes; Mr. Coelho – yes.

Hearing ended 7:09 p.m.

APPROVED:

Kathleen J. 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).

TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION
29 Brownell Street – Scott Fortin
(home office for sprinkler company)
December 10, 2020

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PLANNING BOARD MEMBERS

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

The hearing began at 7:11 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)

Scott Fortin was not present for the hearing.

Mr. Stefancik explained that Mr. Fortin called the office today and said that he couldn't make the meeting tonight and asked if the public hearing could be rescheduled until the January 14, 2021 meeting.

Mr. Coelho read the legal notice and reviewed the application. The legal notice included the description of: home office for sprinkler company.

Mr. Phoenix: I will make a **MOTION** to continue until January 14th at 7:10 p.m.
SECOND Mr. Queiroga.
5-0 in Favor.
Roll call vote: Mr. Quiterio – yes; Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes.

The Public Hearing was continued until January 14, 2021 @ 7:10 p.m.

APPROVED:

Kathleen J. 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).

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TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT / ACCESSORY APARTMENT
21 Nora Lane – Andrew & Evelyn Soucie
(change of ownership)
December 10, 2020

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PLANNING BOARD MEMBERS

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

The hearing began at 7:15 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: Andrew & Evelyn Soucie

Mr. Coelho read the legal notice and reviewed the application. The legal notice included the description of: change of ownership.

Mr. Coelho: Ok, so the hearing is now open. Again, I have to advise the public that we are being recorded for history's sake, audio and visual. The Turley invoice, you guys are aware of how the Turley invoice works, correct? You guys need to pay the town for the advertising for this meeting.

Mr. Soucie: Yes.

Mr. Coelho: Ok, and I'm sure if we haven't received payment yet we will be contacting you shortly. Read the town comments from, why don't you guys give us a description of what's going on over here Mr. Soucie.

Mr. Soucie: Yeah, we have the house at 21 Nora Lane and we have the apartment, the in-law apartment and my daughter lives in the in-law apartment.

Mr. Coelho: Ok, and you had bought this house?

Mr. Soucie: Yes.

Mr. Stefancik: It's an existing accessory apartment.

Mr. Coelho: And this is preexisting and had already been approved once and it's got all its inspections and whatnot? Ok, so this is just basically housekeeping because you guys bought the house.

Mr. Stefancik: Correct.

Mr. Soucie: Yes.

Mr. Coelho: Ok, I understand. And there are gonna be no changes made to the house at this point with respect to the building envelope or drainage or anything of that nature.

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Mr. Soucie: Nope.

Mr. Coelho: Ok, I don't have any more questions. Does anybody from the Board have any questions?

Mr. Phoenix: Nope, it's pretty straight forward.

Mr. Coelho: Ok, doesn't look again like we anything from the Town on this.

Mr. Stefancik: No.

Mr. Coelho: Nobody's concerned about this?

Mr. Stefancik: No.

Mr. Coelho: Is there anybody here from the public looking to speak on this matter? Ok, I don't hear anybody. Is there anybody on the phone? No. Ok, so we have a completed application here. Doug, how did this, everything looked?

Mr. Stefancik: It did. We done the transfers before, so it was straight forward.

Mr. Coelho: Ok.

Mr. Stefancik: Their daughter's gonna live in the apartment.

Mr. Coelho: Ok, so I suppose we have much to do about nothing here, so I'd be willing to entertain a motion.

Mr. Phoenix: Mr. Chairman, I'll make a **MOTION** in the standard form to approve the accessory apartment as submitted.
SECOND Mr. Quiterio.
5-0 in Favor.
Roll call vote: Mr. Quiterio – yes; Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes.

Mr. Queiroga: Chris?

Mr. Coelho: Yes.

Mr. Queiroga: Just a matter of, do we have to waive the full plan?

Mr. Coelho: No, there's no plan involved with the accessory apartment.

Mr. Queiroga: Ok.

Mr. Coelho: I think that's more of a building inspector thing, right?

Mr. Stefancik: Yeah, it was, it's already been built --- transfer.

Mr. Coelho: It's already been built.

Ms. Houle: --- yeah.

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Mr. Coelho: That doesn't even matter here. There's no site plan. Ok, with that I'll be looking for a motion to close this hearing.

Mr. Phoenix: Mr. Chairman, I'll **MOVE** to close the public hearing.
SECOND Ms. Houle.
5-0 in Favor.
Roll call vote: Mr. Quiterio – yes; Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes.

Hearing ended 7:20 p.m.

APPROVED:

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).

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TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SITE PLAN
321 Moody Street (Map 3, Parcel 109)
Mel O'Leary CEO; Meredith-Springfield Associates, Inc.
(construction of 2 new building additions to an existing building for warehouse space & to relocate 3 existing loading docks)
December 10, 2020

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Raymond Phoenix (Present)
Kathleen Houle (Present)
Rafael Quiterio (Present)
Joshua Carpenter, Associate Member (Present)

The hearing began at 7:21 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: Mel O'Leary, Jeff Randall – Hill-Engineers, Darrin Harris – Hill-Engineers

Mr. Coelho read the legal notice and reviewed the application. The legal notice included the description of: construction of 2 new building additions to an existing building for warehouse space & to relocate 3 existing loading docks.

Mr. Coelho: Ok Miss, I'm sorry, Mr. O'Leary, Miss?

Mr. O'Leary: Mr.

Mr. Coelho: Mr., I'm sorry. Ok Mr. O'Leary, at least I can pronounce your last name. Why don't you go ahead and give us…

Mr. Randall: ---

Mr. Coelho: Hello?

Mr. Harris: Hill-Engineers is also on the line too, that we can give the presentation to start, engineers Darrin Harris and Jeff Randall.

Mr. Coelho: Ok, well that sounds like a great place to start as far as I'm concerned. Why don't you guys go ahead?

Mr. Randall: Sure, like you said, we're proposing two new additions to the existing warehouse, at the existing facility at 321 Moody Street. So, the two additions are about 14,100 square feet and about 875 square feet, so we're under 15,000 square feet total. And like you said, we're trying to relocate the three existing loading docks, you can see them on both CX101 and CX102,

the three that we're relocating. So, we went through the table with the setbacks. We're not asking for any variances. We meet all the setbacks; the area, the coverage. We're under all that stuff; the planting, the setback stuff. And basically, what they're looking to do is to have the trucks kind of loop around the facility and back into these two docks, or the three docks I should say. And let's see, in total, it's about a 25.5% increase in the building footprint. That's why we had to file the site plan approval.

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Mr. Harris: So just slightly over the…

Mr. Randall: Yeah just slightly over the 25%. It's zoned IC. It's an allowed use, and like I said, we're not crowding any setbacks. And the facility will remain open throughout construction, so we're gonna have to kind of stagger the work here to keep the project moving forward but also keep the building operating.

Mr. Coelho: You mean you can't stop the wheel while you're trying to improve it?

Mr. Randall: Exactly. So, first, would you look at the two new site plans C101 and C102, we show work is essentially, almost entirely on the south and the east sides. CX101 shows the overall, but we're just impacting kind of the rear of the facility, I guess you would say the southeast end. We're not proposing any change in the parking. The parking is all out front. We don't need any additional parking in the back. So, we went through on the plans and kind of detailed the plantings that'll be disturbed as part of this, some of the islands, some of the trees along the buffer zones and on C102 I kind of detailed all the plants we're gonna put back in there, the circulation islands, that kind of stuff. And essentially, I'll just touch on utilities quick. The only thing that we're really doing, that new utility line, that we need is the water line, obviously, for the sprinklers. There's no sewer in this building. The electric, telecommunications, that kind of stuff, will all be fed internally. Let's see, the drainage, so essentially what we tried to do is we tied all the roof leaders in the dry wells, so we'd have clean water infiltrated on site. We did propose a rain garden along the south end for the parking lot to treat that water and infiltrate it. All the drywalls are interconnected with perforated pipe so that way if one gets too much water it will kind of equalize. And there's one overflow that kind of recedes off to the north towards the existing detention basin on the access driveway. And that's just kind of an emergency type thing. So, we did request a couple of waivers and I'll just touch on that quick. We did request a waiver on signage. We don't need any new signage here. And we did ask for a waiver on the traffic study and basically because I believe right now, Mr. O'Leary can speak to it, but right now they have excess, they have insufficient warehouse space, so essentially, they take products from this site and bring it to an offsite warehouse and then when it needs to be shipped it's brought back. So, I think there'll be a reduction in traffic, truck traffic.

Mr. O'Leary: So, if anything, less.

Mr. Randall: Yeah less in and out because they'll be able to stockpile stuff here and ship it directly. I guess the last thing I really want to touch on would be the stormwater, and basically, we tried to keep all the water on this site. We followed your standards. I think we're gonna be under the one-acre NPDES Permit as well as the Ludlow Stormwater Bylaw, so we will have to fill out a waiver because we'll be under one-acre disturbance --- over the acre because the lot itself is 7.78 acres.

Mr. Harris: So, to clarify, the lot is 7 acres, but the disturbance is under one acre.

Mr. Randall: So, we would need to file the waiver for that. And essentially, we tried to treat all this water on site, infiltrate this water on site and like I said, we had the one emergency pipe to go back to that detention basin. When I talked to Jim Goodreau he said he's never seen any water in that basin and we won't be adding any to it because essentially, when you look at the two new building additions, they're in the blacktop parking lot, we do disturb a couple of islands, and that we're under 900 square feet of new impervious here.

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Mr. Coelho: Ok, I forgot to advise everybody that the cameras are being recording right now, so you guys are all being recorded. I hope you guys are ok with that.

Mr. Harris: No problem, that's what we expected.

Mr. Coelho: I just forgot to tell you. Legally I have to. I'm having a little trouble here again, this is one of the problems with these remote meetings. I'm not visualizing where these additions are going. So, basically, you're putting a wraparound around the building. Is that right? Is that a good way to describe it?

Mr. Harris: --- around the building, just on one edge. We're just extending out one edge about 40 feet, so it's a fraction of the ---.

Mr. Coelho: Oh ok, you know what? Ok, I see exactly what's going on. And those three loading docks are being moved to somewhere a little more efficient, I guess.

Mr. Harris: Yeah, right where that notch is in the new addition. ---

Mr. Coelho: Oh, ok. There it is, new loading dock, ok.

Mr. Harris: Yup.

Mr. Coelho: Oh, I see, ok, alright, I see it better now. I was looking at the wrong page.

Mr. Harris: No problem. So, it creates kind of a counterclockwise traffic pattern. They'll drive by the loading dock and back in.

Mr. Coelho: Yeah, well, something tells me with the warehouse efficiently moving trucks in and out is probably a pretty important design feature.

Mr. Harris: Yeah.

Mr. Randall: Yes.

Mr. Coelho: Ok, I'm gonna go ahead and review what the other boards have had to say about this. They've submitted to us in writing. *(Mr. Coelho read the comments from the Department of Public Works. See file)* So, once you guys know what you're disturbing, I know you're kind of on the border lines now, they're gonna be looking for that before they give you any, you know, provide you any services.

Mr. Harris: Yeah, and we spoke with Jim and we specifically kept it under one acre to be able to ask for that waiver.

Mr. Coelho: Ok, good. From the Fire Department. *(Mr. Coelho read the comments from the Fire Department. See file)* So, have you guys discussed your design with the Fire Department? Are you aware of these?

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Mr. O'Leary: Jeff, I'll take that one. This is Mel O'Leary, I'm the owner of Meredith-Springfield, the owner of the real estate and of the business there. Good evening and thanks for your time tonight. The construction of the building is not under --- contract with us, Forest Construction is the contractor of choice at the time, and we've already discussed with their sprinkler contractor adherence to codes and so forth. The building is not designed yet. As you can imagine, we didn't want to spend the time and money designing the building if there was gonna be any pushback from our town on our project here. That will all go into effect hopefully tomorrow if we can get past this tonight. But, we did put, you know, a footprint together that shows what the footprint layout is and made some assumptions about the height and has a sprinkler engineer preliminarily review what the requirements would be. I sent over the letter we got detailing those three points to him and he assured me that everything they've looked at so far in order to design a building in keeping with those codes. That's the construction of the sprinkler system. As far as the signaling, the signaling for the sprinkler system is going to be added to the existing signaling equipment that's in the building now. It's just gonna be extended into the new sprinkler system and new warehouse area. So, what we have is in conformance with codes already in the building and it'll just be extended. So, we're gonna be mindful of the Fire Department's requirements through this whole process.

Mr. Coelho: Ok, well you obviously got some design professionals on board so that'll be helpful, you know, and should the Fire Department have any problems with this, they can always come back to us and we'd have to revisit again, so just make sure you keep in contact with Mr. Falconer and you know.

Mr. O'Leary: Yeah, I mean, yeah certainly, every step of the way wherever we need to bring them in, we will.

Mr. Coelho: And fire's not usually beneficial for storing things either, so I'm sure you wanna do that just for your own piece of mind.

Mr. O'Leary: I mean, if you were at our facility you would know that we do things the right way. We've gone a little bit above and beyond what the Town has ever required from us so far. We don't intend to change that culture now. We want to be good residents in the town.

Mr. Coelho: Ok great, that's great. And you must be really good because I haven't heard anything bad about you guys, so.

Mr. O'Leary: Let's hope that ---.

Mr. Coelho: And trust me, if there's anything bad I hear it. We have a memo here from the Planning Board. Doug's reviewed your plans. I see no red call outs on this. Doug would you care to verbally comment on the plans that he submitted for us?

Mr. Stefancik: Yeah, they were in approvable format. They worked with us and our comments and Jim at DPW with stormwater, so everything looked pretty good over there.

Mr. Coelho: Ok, so does anybody on the Board here have anything to add to this discussion?

Mr. Phoenix: Mr. Chairman.

Mr. Coelho: Mr. Phoenix.

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Mr. Phoenix: We do have a request for a waiver of 7.1.5 o 3 and 5, 3 being the signage design with dimensions and locations with the waiver request being no new signage, and 5 being traffic study because there's no new change in the proposed traffic. I think both of those sound like solid reasons and I would make a **MOTION** to grant the waiver for the reasons given.
SECOND Mr. Queiroga.
5-0 in Favor.
Roll call vote: Mr. Quiterio – yes; Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes.

Mr. Coelho: So, you have your waivers. Is there anything else from this side of the Board, from this side of the table?

Mr. Stefancik: Public comment.

Mr. Coelho: Ok, I'm hearing nothing from the Planning Board. I'll open this up to public discussion. If there's anybody on the line calling in with questions, comments, or concerns about this, please state your name and address for the record and all questions should be directed through me as the chairman. Is there anybody that's called in that has any concerns about this project? And I'll ask one more time, is there anybody out there looking to speak on this? Hearing none and with everything that's been presented to us, I guess I'm looking to accept a motion.

Mr. Phoenix: Mr. Chairman, I'll make a **MOTION** in the standard form to approve the site plan as submitted.
SECOND Mr. Quiterio.
5-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Phoenix – yes; Mr. Quiterio – yes; Ms. Houle – yes; Mr. Coelho – yes.

Mr. Coelho: Well good luck.

Mr. Phoenix: **MOTION** to close the public hearing.

Mr. Coelho: Good luck with your expansion Mr. O'Leary. Thank you for being a good neighbor in town.

Mr. O'Leary: Yeah, you bet.

Mr. Stefancik: Close the public hearing.

Mr. Coelho: Oh, I need a motion to close the…

Mr. O'Leary: --- tonight.

Mr. Coelho: Yup. I need a motion to close the hearing.

Ms. Houle: **SO MOVED.**
SECOND Mr. Phoenix.
5-0 in Favor.
Roll call vote: Mr. Quiterio – yes; Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes.

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Hearing ended 7:38 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

su

Documents: Master application; Site Plan Approval Application (November 9, 2020); Abutters list; Comments from Town Departments/Boards; Request for waivers; Site Plan – Meredith-Springfield Associates, Inc. – 321 Moody Street Ludlow, MA 01056 (Rev. A 11-9-20)

(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
193 Center Street – Jamie Jacobs
(small scale salon)
December 10, 2020

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PLANNING BOARD MEMBERS

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

The hearing began at 7:39 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: Jamie Jacobs, Richard Jacobs

Mr. Coelho: I didn't participate, this is from last meeting?

Mr. Stefancik: Yes, the November meeting.

Mr. Coelho: I wasn't here, was I?

Mr. Stefancik: No.

Mr. Coelho: So, should I recuse myself from the rest of this?

Mr. Stefancik: You could, because Josh…

Mr. Phoenix: I think you can run it but shouldn't vote on it unless you have taken part in the prior discussion --- the minutes or the video.

Mr. Coelho: Ok, I'll officiate it. Sounds good. Do I have to reread the notice though again?

Mr. Stefancik: No, it's a continued public hearing.

Mr. Coelho: It's a continued hearing. Ok, is Miss Jacobs on the line or Mr.?

Ms. Jacobs: Yes, I'm here.

Mr. Coelho: Oh, hi Miss Jacobs.

Ms. Jacobs: Hello.

Mr. Coelho: Ok, again, I won't be voting on this because I didn't take part in the beginning of it, but why was this hearing continued?

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Mr. Stefancik: They were to provide a sketch to the Board. The applicant wanted additional parking on the property and the Board had asked that a site sketch be presented.

Mr. Coelho: And I suppose that's what this is?

Mr. Stefancik: It is, yeah. And they provided some photos as well.

Mr. Coelho: Does everybody on the Board have the opportunity to review these?

Mr. Phoenix: Yes.

Mr. Coelho: Ok, and are they acceptable as far as what we were looking for?

Mr. Phoenix: I think it clearly shows what the applicant's looking to do. But the question is whether the Board is inclined to go along with the proposal or if they think that this changes the nature of the property from residential by paving it that much, and I'd be interested in hearing what the other board members think about that.

Mr. Coelho: Other board members, what do you guys think? I mean, that's what we're here to hash this out, so let's hash this out. Nobody's got anything to say?

Ms. Houle: Mr. Chairman?

Mr. Coelho: Ms. Houle.

Ms. Houle: Just because it is a home occupation and you're limited as to the number of cars you can have parked beyond what's the normal people that are living there, so to pave a whole area that really doesn't make sense to me, but that's my personal opinion because you're only entitled to so many cars. It's not a business location where you'd have a lot of people coming in at any given time.

Mr. Coelho: Right, you can only have two nonresident cars.

Mr. Stefancik: Two nonresident employees, that's all she can have is two with her.

Mr. Coelho: Right.

Mr. Stefancik: And then that limits your cars, but then you have people who are coming in with appointments. So, if you have three people, then you're gonna have three cars, then you have a customer coming then you have another car, so you're having up to four cars at one point and you can have a lot of cars here if the appointments are contoured with ---.

Mr. Coelho: How many chairs are you planning on having?

Ms. Jacobs: Just two chairs, but there's gonna be myself parked there and, yourknow, the person that I have working would be my niece, and possibly, we talked about maybe having another employee there at certain hours, not very many. And then, of course, we'd have the clients we'd be servicing. And it's all by appointment, so it wouldn't be a walk-in basis, but there is definitely no parking on Center Street whatsoever.

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Mr. Coelho: And your current driveway isn't suitable for.

Ms. Jacobs: It would fit, you know, probably comfortably three cars, but you'd have to shuffle cars around in order for it to be convenient, and it would not be. You know, I proposed the, most of the property only because there's a strange sidewalk that runs along Chmura Street and it just did not, when my husband and I looked at it, it just didn't seem like it would make any sense to leave that tiny square of grass on the left side of the house. It was more the necessary, or not necessary, but what I was hoping to do is just kind of get rid of some of the yardwork in the back and just have most of the backyard just be concrete. But then, like I said, when we looked at it, as you can see where the round things I put, that I could put shrubs there, that little corner right there is just a small section of grass with a strange, with a small sidewalk that belongs to the house itself, not as wide as city sidewalks. But, I would be open to…

Mr. Phoenix: I would just like to clarify something real quick as far as the number of vehicles.

Mr. Coelho: Who's this?

Mr. Phoenix: Ray.

Ms. Houle: Ray.

Mr. Coelho: Oh, sorry Ray.

Mr. Phoenix: The requirement in the Bylaws is that they can't exceed by more than two the number of vehicles that are there during nonbusiness hours. There's no differentiation between number of nonresident employees or customers. It's the number of cars that are normally there plus two. So, that's the absolute cap that can be available.

Ms. Houle: Yup.

Mr. Coelho: Yeah.

Mr. Stefancik: And the use has to also be clearly secondary to the use of the premises for the dwelling purposes. So, it's the house is, it's still a house and it needs to retain that. And we only let them have one small sign, you know, so if you're gonna pave half the property.

Ms. Jacobs: I was under the impression that at the last meeting that you were concerned that the paving was gonna make the property look different, like it didn't belong in the neighborhood --- business versus the home. And that's why I sent the pictures because it demonstrates that, you know, a good chunk of the properties directly surrounding the house have all paved properties. The house directly behind on Chmura is a, I believe it's a four family and their entire front lawn is concrete and the same thing with the house that's next door on Center Street.

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Mr. Jacobs: And several other houses in that same neighborhood are all paved.

Ms. Jacobs: Right.

Mr. Jacobs: The whole front yards are paved.

Ms. Houle: You can only have so many cars there.

Mr. Coelho: Yeah, and once again, I mean, how many cars do you have in your family now?

Ms. Jacobs: Two.

Mr. Jacobs: Three.

Ms. Jacobs: Well yeah, two and sometimes three, yup.

Mr. Jacobs: We have a pickup truck and two cars.

Mr. Coelho: So then at the most, at your busiest you'd only be allowed to have two more there.

Ms. Jacobs: Right, which we don't currently have enough space for.

Mr. Coelho: It's, in my opinion, it seems to me having the need to expand a driveway for a business purpose…

Ms. Houle: It's a home occupation.

Mr. Coelho: …makes it a bigger situation than just a home occupation. But again, I'm not voting on this, I'm just trying to manage this situation and now I see why this was continued. It's definitely a situation. How about the board, nobody commented on this, huh?

Mr. Stefancik: No.

Mr. Coelho: Is there any licensing requirements or inspection requirements for a salon under the Board of Health?

Mr. Stefancik: They have to get a license with the state, but.

Ms. Jacobs: The Cosmetology Board requires a licensure.

Mr. Coelho: Yeah, you as, but the business itself doesn't require any, I mean, especially in today's world with the COVID and everything, you'd think they would be keeping an eye on these things.

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Mr. Stefancik: If they have to do plumbing, a plumbing inspection is needed, electrical building permits and all that.

Mr. Coelho: If they're building a real salon.

Mr. Stefancik: If they're making changes internally.

Ms. Houle: Because you still have to make the requirements ---.

Mr. Stefancik: And I remember the last plumber had an issue with people draining into the sewer system with chemicals.

Mr. Coelho: Yeah, this is a fine line for sure. Anybody else on the Board got anything to add to this?

Mr. Quiterio: Mr. Chairman?

Mr. Coelho: Yes. Who's this?

Mr. Quiterio: Ralph.

Mr. Coelho: Ralph. What's up Mr. Quiterio?

Mr. Quiterio: Yeah, looking at these pictures, it's a little confusing for me looking at these pictures. But, it looks to me, I might be wrong, but it looks like to me that they almost want to build a parking lot unless I'm looking at the wrong pictures. The only thing I have here is the pictures. The sketch is very hard to figure it out on my end.

Ms. Jacobs: The lot is fairly tiny, but there would be, you know, a perimeter around the edge of the driveway. It is wider than the driveway 'cause I was, currently there's some shrubs on the Chmura Street side that I was gonna leave alone, so it leaves just a narrow opening, so I'd have to have them come in and pull off the side a little so that there would be room to move around and not block people in. So, I guess, if you want to call that a parking lot then I guess it kind of is. But it's a small property, it's not.

Mr. Quiterio: So, looking at the sketch, if you come from the top, looking at the --- picture, you see the driveway towards like the back side of the house ---

Ms. Jacobs: Yup, it's on Chmura.

Mr. Quiterio: Yeah, and so what do you propose to extend would be from that driveway up towards the house?

Ms. Jacobs: Correct, on the right side, yup, and slightly deeper as well.

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Mr. Quiterio: Like towards the back, towards the fence?

Ms. Jacobs: Yup.

Mr. Quiterio: And you mentioned about that sidewalk that's there now ---.

Ms. Jacobs: So, the sidewalk goes from the driveway to the right, parallel to Chmura heading towards Center Street and it's narrow. Like I said, it's not a city sidewalk, it's a, you know, residential sidewalk from someone who owned the house before put in. And so, like I said, it would look kind of strange if I didn't kind of include almost that whole area. I mean, I could work around it if it's something that would make or break the situation, but it would just look a little funny, that's all.

Mr. Quiterio: --- you're gonna remove that sidewalk. The sidewalk was towards the front of the house now?

Ms. Jacobs: Yes.

Mr. Jacobs: It's next to the city sidewalk.

Mr. Quiterio: Say that again, I'm sorry.

Mr. Jacobs: --- the city sidewalk from the driveway.

Mr. Quiterio: Ok, yup. Ok, that was my question.

Mr. Coelho: Anything else from the Board? Being a public hearing, I'm gonna open this up to any comment from the public. Has anybody called in with respect to this?

Mr. Stefancik: No.

Mr. Coelho: I'm hearing nothing from the general public.

Mr. Stefancik: GIS, I have the property up on there if anyone's interested.

Mr. Coelho: So, you want to make the driveway wider and longer?

Ms. Houle: She wants to cover the whole backyard, right?

Mr. Coelho: I don't know if…

Ms. Jacobs: Yes. --- instead of rectangular.

Ms. Houle: She wants to cover that whole space in the back.

Mr. Coelho: Ok, well…

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Ms. Houle: So, basically they'd only have the front yard for themselves as the owners.

Mr. Phoenix: Mr. Chairman?

Mr. Coelho: Mr. Phoenix.

Mr. Phoenix: I think for me, if we were talking about just adding the two extra cars whether it's, you know, counting on street parking --- I think I'd be ok with that. But, with the amount of pavement that's looking to be added, I think, changes the way that that's laid out there. I think it changes the residential nature of the property, the house on the property, and I'm not really comfortable with that particular aspect of this request.

Mr. Jacobs: Could I ask a question in regards to 12 Chmura? That whole front yard is completely paved. How come they can pave that but we can't pave our backyard?

Mr. Coelho: Well, that's an apartment building and they have certain parking requirements as opposed to a residential building. I have to assume at some point in the past whenever that was built, that parking lot was approved or maybe it was built so long ago that they didn't have the process.

Mr. Stefancik: Preexisting nonconforming for the whole area.

Mr. Coelho: Yeah, preexisting nonconforming. So, those are a couple answers to that. You know, and again, that property we're not reviewing that right now.

Mr. Jacobs: No, but we're just looking at all the other properties that are located next to that that have large driveways or parking lots connected to them, and every house across the street on Center Street is paved from side to side between those three-plexes that are over there. And they park on Chmura Street right next to our house and take the parking on the street there, so there's no parking for us if we pull up at our house.

Mr. Coelho: Oh, it's definitely congested up there.

Mr. Jacobs: Yeah, well that's why we're trying to keep everybody in the backyard, and it is by appointment only, so it's not like she's gonna have ten people waiting in line to get their haircut. She only does appointments.

Ms. Houle: It's a home occupation, you couldn't have a lot of people waiting anyway, it's a home occupation. You live in the house. You can have so many employees, and basically it stays residential with a home occupation, not a whole salon, correct?

Mr. Jacobs: Yes, correct.

Mr. Coelho: Ok, well I think we have an idea of, this has been well described to this point, so I'd be willing to entertain a motion.

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Mr. Phoenix: I just want to clarify where we're at. I believe at the last meeting we didn't have any decision on the finding or the waiver. Is that correct, Doug?

Mr. Stefancik: No, we did not make any motion on the finding or the waiver. We got into the needed to provide a site sketch and then we continued the public hearing.

Mr. Coelho: I have a question that maybe I shouldn't ask or maybe I should, do we have any other similar home office home occupations in town?

Mr. Stefancik: We do for beautician salons, but they've followed what the special permit criteria was and they weren't altering the property.

Mr. Coelho: Ok. That answers my question. So, we have…

Mr. Phoenix: I guess where I'm a little bit divided right now is whether this meets the, whether this is a suitable home occupation or not. I think the nature of the business overall is a suitable home occupation. Certainly, that's why it's in the table --- do, and that's why we've allowed other ones. But, I think the proposal in front of us, I think, ends up failing ---. So, I don't know if it's appropriate to make a motion to find that it's not a suitable home occupation or if we're better off that we find that the overall type of business is a suitable home occupation, and then deny the special permit. But, I would be inclined to make one of those motions depending on what the Board thinks is the most appropriate.

Mr. Coelho: My opinion on that would be that it is an approvable home occupation, so that motion is separate than approving the actual plan. Does that not make sense?

Mr. Phoenix: I will make a **MOTION** to find that the nature of the business in general is a suitable home occupation under the Bylaw.
SECOND Mr. Quiterio.
4-0-1 in Favor.
Roll Call Vote: Mr. Queiroga – yes; Mr. Quiterio – yes; Mr. Phoenix - yes; Ms. Houle – yes; Mr. Coelho - abstained.

Mr. Coelho: So that motion passes 4-0. Ok, so now next we would need a waiver of a site plan in lieu of a sketch which we already have a sketch.

Mr. Phoenix: Instead of doing that Mr. Chairman, I think the better --- is probably just to make a **MOTION** to deny the special permit for the home occupation based on the fact that the proposal would change the residential appearance of the property.
SECOND Mr. Quiterio.
4-0-1 in Favor.

Roll Call Vote: Mr. Quiterio – yes; Mr. Queiroga – yes; Mr. Phoenix - yes; Ms. Houle – yes; Mr. Coelho - abstained.

Mr. Phoenix: And I will make a **MOTION** to close the public hearing.
SECOND Mr. Quiterio.
5-0 in Favor.
Roll Call Vote: Mr. Quiterio – yes; Mr. Queiroga – yes; Mr. Phoenix - yes; Ms. Houle – yes; Mr. Coelho - yes.

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Hearing ended at 7:59 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

su

Documents: Master application (including photos and sketch); abutters list

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

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TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION
190 Sewall Street – Susan M. Armentano
(massage therapy)
December 10, 2020

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PLANNING BOARD MEMBERS

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

The hearing began at 8:03 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: Susan Armentano

Mr. Coelho read the legal notice, advised the attendees that cameras are recording, and reviewed the application. The legal notice included the description of: massage therapy.

Mr. Coelho: The applicant, are you on the line?

Ms. Armentano: Yes, I am.

Mr. Coelho: Ok, you are, you do know that you have to pay Turley for the publication of the notice, correct?

Ms. Armentano: Yes.

Mr. Coelho: Ok. Now why don't you go ahead and describe to us what you're looking to do.

Ms. Armentano: Ok, I was currently at 131 Center Street at Ludlow Wellness Center at a commercial property, and I downsized. I'm semi-retired, so my hours have changed. I'd like to do home occupation out of 190 Sewall which is my residence now, working probably 16 to no more than 18 hours a week. And I have a separate entrance for people. There's only one car in the driveway. It's by appointment only. The area where the client would come in is its own, there's no waiting area because I don't have people one on top of the other. I usually have an hour in between appointments. And it has its own separate bathroom which is basically everything that I need for my practice.

Mr. Coelho: And all that's already constructed, right?

Ms. Armentano: Yes.

Mr. Coelho: Before we go down the road, you're not planning on extending your parking or anything? Everything's gonna stay the same?

Ms. Armentano: It's the same, yes.

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Mr. Coelho: Ok. One client at a time, and you're the only worker?

Ms. Armentano: Yes.

Mr. Coelho: Ok, I have no other questions. Anybody on this side of the table, on the Board, have any questions for this proposal? No? I'm gonna go ahead and open it up this up to the public hearing. Has anybody called in with questions related to this? Nobody's on the line? Ok, I see no comments from other boards.

Mr. Phoenix: Mr. Chairman, based on the description that we were given, I would make a **MOTION** to find that the home occupation as described, is a suitable home one under the Bylaw, and further I would make a **MOTION** to grant the waiver request of a full registered site plan in favor of a sketch and photos as has been prepared by the applicant.
SECOND Ms. Houle.
5-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Phoenix – yes; Ms. Houle – yes; Mr. Coelho – yes; Mr. Carpenter – yes.

Mr. Phoenix: Mr. Chairman, I'll would also **MOVE** to grant the Home Occupation in the suggested form.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Coelho – yes.

Mr. Phoenix: **MOVE** to close the public hearing.
SECOND Ms. Houle.
5-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Coelho – yes.

Hearing ended 8:07 p.m.

APPROVED:

Kathleen J. 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).

TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SITE PLAN
1 State Street (Map 14B, Parcel 130)
Winn Development
(to redevelop Mill Building #8 at the Ludlow Mills complex into a mixed-use development featuring approx. 48,000 square feet of commercial space on the first floor, and approx. 95 residential units for tenants aged 55+. Development is under the Mill Redevelopment District & Smart Growth Overlay District)
December 10, 2020

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PLANNING BOARD MEMBERS

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

The hearing began at 8:10 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: Lauren Canepari - Winn Development; Rich Whitehouse – VHB; Tom Reidy – Bacon Wilson; Jeff Daley - Westmass

Mr. Coelho read the legal notice and reviewed the application. The legal notice included the description of: to redevelop Mill Building #8 at the Ludlow Mills complex into a mixed-use development featuring approx. 48,000 square feet of commercial space on the first floor, and approx. 95 residential units for tenants aged 55+. Development is under the Mill Redevelopment District & Smart Growth Overlay District.

Mr. Coelho: Hi and welcome. Welcome Winn Development.

Mr. Reidy: Good to see you. Thanks for having us.

Mr. Coelho: Must be nice.

Mr. Reidy: We will spread out back here. Doug's driving the boat it looks like.

Mr. Coelho: I'm driving the boat, Doug's helping.

Mr. Reidy: I like that captain. We're ready when you are, you just let us know.

Mr. Coelho: Well, we read the meeting, so we're officially open. We're being recorded on tv and audio, so everybody in the room knows that. What other i's and t's do I have to dot? You guys paid the, I'm sure you paid the…

Mr. Reidy: Turley Publications, yes.

Mr. Coelho: Ok, why don't you go ahead and give your spiel, then I'll go through the comments from the other boards if there are any.

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Mr. Reidy: Perfect. Thanks Mr. Chairman, members of the Board. Good to see you. Tom Reidy, Attorney with Bacon and Wilson here on behalf of Winn Development here requesting plan approval for the residential use at Mill 8, so we're calling it Ludlow II. With me, Lauren Canepari from Winn Development, Rich Whitehouse from VHB who's the engineer here. Last we spoke to you was in October. I think October 8th was the day we kind of gave a high-level view of what it is that we're looking to do. We were on the phone and looking at the television. You had expressed, and actually wrote a letter of support. Fast forward to the 27th of October, we were here, Lauren and I were here meeting with the Board of Selectmen. They also expressed their support. I think you have a letter in your packet, that they put together identifying their support. I think some of you, I wasn't able to make the site visit, but I know some of you were able to make the site visit over at Mill 8. And then we have submitted a preapplication for DHCD which was approved, and Lauren can get into that a little bit. The application you have in front of you identifies 95 residential units. They're gonna be over 55, so folks that are 55 and over. It also identifies 48,000 square feet of commercial space. And so, what you have in your packet is a request to withdraw that portion of the application. We weren't intending to apply for any commercial use. And as we get into it, and maybe I'll point to it now, so this first floor, the majority of the first floor, this is about 43,000 square feet of it, that Westmass is going to ultimately own and have some use for it. And I think Jeff Daley, CEO of Westmass, is on the line and can answer any questions relative to that. There's an additional 5,000 square feet that we're not gonna use for commercial space, we'd like to include as part of the residential use, and then if we do want to use it for commercial space or some other amenity space, we could come back in front of the Board to identify it. It's this little space over here. So, we just want to make sure that that 43,000 square feet of commercial, so we're not having 48,000 square feet of commercial space, the 43,000 for Westmass off the table, this 5,000 becomes part of the residential application that we have in front of you. So, that's high level. I'll turn it over to Lauren to talk about Winn, show some examples of previous developments for Mill 10 for example. Then I'll turn it over to Rich to run through just this site, and then obviously happy to answer any questions as we go, or at the end, whatever the chairman wants. Fair enough?

Mr. Coelho: Yeah, that sounds like a reasonable plan.

Mr. Reidy: Ok, thanks.

Ms. Canepari: So, hi, Lauren Canepari from Winn, the project director for Mill 8 apartments. Doug…

Mr. Phoenix: Mr. Chairman, it's very hard to hear people. I don't think they're speaking close enough to the microphone --- everybody be doing this remote instead of having ---.

Mr. Coelho: I agree. I'm gonna address that a little more formally in a second. Here's a microphone, could you go ahead and speak again, I'm sorry.

Ms. Canepari: So, sorry, hi.

Mr. Coelho: Better Doug?

Ms. Houle: Ray.

Mr. Coelho: Ray.

Mr. Phoenix: A little bit better.

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Ms. Canepari: Ok, I'll try to speak a little louder. So, this is Lauren Canepari with Winn Development, just have a little quick Power Point just to, here we are just introducing the three of us; Tom who just spoke, our attorney with Bacon Wilson; myself; and Rich Whitehouse who is with VHB Civil Engineering, and he'll go through the site plans a little bit more in depth. So, just a little bit about Winn. Winn is the largest manager of affordable housing in the country, 630 properties in 23 states and DC. You know, Western Massachusetts, we have a big presence, 10 properties in the area with 1,100 units under management, one of those being Mill 10 Apartments, which is the first phase of this project. So, Mill 10 apartments, I know, a lot of people know, what it is, it's 75 units of housing for tenants aged 55 plus which is the same tenant base that we're looking for Ludlow II. At this project, 88% of the units are affordable. You know, it's been really, it's really a wonderful project. I know a lot of people on the board have had the opportunity to come see it. There's a very long wait list right now for three to five years, so we're excited to get Phase II up and running so we can take some of those people and give them houses. It's gonna be exactly the same team and developer, architect, management group as Phase I, and, you know, this is what Winn does. Winn does a great job of taking old vacant mill buildings and making them into beautiful housing and has completed 35 projects to date. So, here's just a few pictures of Mill 10 apartments right next door. You can see this, you know, retains the character of the mill. You know, this is similar restoration to what we'll be doing at Mill 8. So, you see the inside, this is --- room, lots of light, big windows, you know, retaining all the brick features and historic elements of the mill. So, what we're proposing here at Mill 8 apartments, 95 units for tenants 55 plus. So, 55 of those units are going to be affordable at or below 60% of AMI. So, for a four-person household that's $51,240 a year. So, you know, moderate, low to moderate income. The remaining 40 units will be unrestricted market rate units. They'll be all one and two bedrooms. As you can see, the majority of the one bedrooms have a den. You know, they're up to 1,400 square feet, they're large size apartments. There'll be community space, lots of amenity space, fitness center, library, business center, all sorts of amenities for the tenants. And we're also going to have some outdoor amenity space, a courtyard exclusive to the tenants and then some shared amenity space with Mill 10 next door. So, here is a site plan. I'm just kind of gonna breeze through it because Rich is really the expert, he'll get into this a little bit more, but we're creating 147 new parking spaces behind Mill 8 to serve the residential part of Mill 8. In addition to that, we're also gonna create 17 new parallel parking spaces along State Street and really just improve that whole, that frontage there, make the sidewalk connect, you know, through with Mill 10 next door, landscaping, lighting, and the full restoration of the clock tower which, you know, we know is important and is really the symbol of Ludlow, so that'll be a part of the historic restoration that we'll be doing. The commercial space that Tom talked about, the 43,000 square feet, is gonna be retained by Westmass, they're the owners of the mill now. And that will be used in whatever way they decide.

Mr. Coelho: That, I'm assuming, is the clock tower area?

Ms. Canepari: It's, it's just the first floor, kind of below the clock tower.

Mr. Coelho: Ok, I remember them talking about that, right, right, right, right.

Ms. Canepari: It's a big space. So, here's the rendering. You can see our 147 spots below. That's, you know, per zoning what we're required to have. And then also just adding the spaces along the front. You can see the little courtyard we're gonna be building in between, and then, you know, improving with landscaping. The common amenity space on the corner of State and Riverside Drive, you know, we're hoping that that will be shared with the commercial space, you know, just a kind of, a place for people to sit, a little park area, and, you know, obviously this will be connected with the new Riverside Drive. So here, to your question, this is just a quick rendering of the first floor. So, that big red block, that's gonna be, Westmass is gonna continue to own that, that's about 43,000 square feet. The rest of everything you see on the first floor will be part of the residential condo. So, I think there's, you got about 7 units down there; office space, leasing office, some sitting areas, mailboxes, and all of that, and then the blue space is possible future commercial space, you know, for a community use such as adult day care or something just for the tenants, not a retail, but we're still working that out, so that's, right now, we're just considering that as part of the residential Winn space. So…

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Mr. Coelho: You certainly got plenty of room over there to do what you want.

Ms. Canepari: There's a lot of room. And, you know, the idea with the adult day care is to have, you know, have a place for the tenants who live there, who maybe need additional help, or, you know, a way to have them stay in their houses longer, we can have a place for them to go, and really, that being a service to the community in general. So, that's hopefully the plan. So, as Tom mentioned, we have a preapplication to DHCD that was approved November 20th. We were invited to submit a full application which is due January 20th. So, you know, the real thing is, DHCD won't approve our application and approve this project unless we can show to them that we're shovel ready, we have entitlements, zoning, everything is in place and basically, we have the project ready to go. You know, hopefully if we get our award and we're approved and we'll receive notice in July, close by the end of 2021, and then start construction directly after. So, you know, that's kind of, I know that's what Tom said, but that's why this is so important 'cause, you know, this is a once a year only opportunity for this application and we're really excited to get Phase II going.

Mr. Coelho: As are we because this is a good project for the town, it really is.

Ms. Canepari: Yeah, it looks like there's lots of demand for it.

Mr. Coelho: Let me ask you this.

Ms. Canepari: Sure.

Mr. Coelho: What's Winn's track record when it comes to, for lack of a better term, flipping properties? Does one like to sit on them and maintain them or?

Ms. Canepari: Absolutely. This will be a Winn owned deal, so, I mean, historically, we not only keep the deals, but then re-syndicate them and keep them affordable for long periods of time. So, there'll be an affordable minimum of 30 years.

Mr. Coelho: Ok, Winn likes to manage them, they're not necessarily in the business of --- up a building and then selling it?

Ms. Canepari: No. So, this will be managed by Winn. The credit period is at least 15 years, but, you know, Winn plans to manage for the long term.

Mr. Coelho: Because of the funding sources there are requirements that you guys do stay in town.

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Ms. Canepari: So yes, absolutely. And that's kind of, I put that little thing in there about, you know, that we have 1,100 units that we manage right in this area, ten properties, so we have regional presence. So, and then, I just threw in, this is just another mill, the most recent mill that we completed in Attleboro, just so you guys can get an idea of what our product looks like right now, and hopefully this is kind of what Mill 8 is gonna look like, so.

Mr. Coelho: You guys did a good job with the other one. There's no question that you're not putting a little lipstick on these buildings, you know. You guys are…

Ms. Canepari: No, it's a major project for sure, so as you can see there's some community space that we just finished, to get an idea what'll be there for the tenants. And then I think we included just, like a, yeah so this is like a typical unit, you know, stainless appliances, big windows, tall ceilings, and a fitness center just like this. So, just to get an idea of what's in store. But, that's my little part. Doug, I don't know if you want to put it back on the site plan, or Rich can go through here, but yeah, I guess I'll just, we're just hoping to get the zoning approval and we're excited about working with the town and hopefully making the clock tower and the whole building beautiful again. And then, just wanted to thank Westmass for all of their help and support as well, so it's been great working with them.

Mr. Coelho: Thank you.

Ms. Canepari: Ok thank you.

Mr. Queiroga: ---

Mr. Coelho: Is that Mr. Queiroga?

Mr. Queiroga: Yes.

Mr. Coelho: Yes.

Mr. Queiroga: Yes, I just want to ask a question, a couple things. Number one, when you did Building 10, do you have a waiting list of people that put their names on the list?

Ms. Canepari: Yes, yeah, we do. We have a waiting list of about three to five years right now of people who are in line to move into Mill 10, so, you know, we would go through that waiting list to fill up Mill 8. So yes, we do have a long waiting list.

Mr. Coelho: So, 55 or over, I still have 3 years to go.

Ms. Canepari: There you go, perfect.

Mr. Queiroga: The other thing is, what do you have in terms of time parameters here to get all your acts together, so you can meet all your datelines so to speak.

Ms. Canepari: So, our application is due the third week in January, so you know, we're really pushing right now to get that in. You know, we're basically moving everything forward assuming that we're gonna get funding and that the project is going to be built and start construction basically the end of 2021, beginning of 2022.

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Mr. Phoenix: Mr. Chairman.

Mr. Coelho: Mr. Phoenix.

Mr. Phoenix: I have a question for the applicant that I'm hoping you can get an answer for me. If they're working with that tight of a deadline, just we can't really approve a site plan that doesn't have the metes and bounds and the surveyors seal since that's even above all of the enumerated requirements that is the very number one thing that we need on a site plan, is there a reason why there's no surveyors seal available on this plan? I understand that they're looking to do an ANR. That could've been done before this plan coming in, could have been done with plan at the same time, or they could show the existing metes and bounds for the property that it's gonna be cut out from. But one way or another, we don't have metes and bounds and we don't have that surveyors seal.

Mr. Reidy: So, if I could, Mr. Chair.

Mr. Coelho: Why don't you get up here, so Doug can, I'm sorry, I keep calling you Doug, Ray, so Ray can hear your, the microphone's right there.

Mr. Reidy: Ok, so Ray what we were gonna look to do, we were hoping to get approval with the condition that prior to receipt of a building permit, we do provide that surveyors stamp, metes and bounds, and ANR plan. We've, essentially, outlined it on the plan, but, I mean, frankly because we're still working with Westmass and have not closed with Westmass, there is no plan that's in existence. So, we were hopeful that the Board would be lenient and make it a condition of the approval such that we would have to before we actually get that building permit, come back in and receive that endorsement. I mean, from a technical level.

Mr. Phoenix: I certainly can't speak for the other board members, but this is the number one thing that we need on a site plan is to have that seal and have those metes and bounds on there. Without those it's not a site plan. It could be --- napkin, but something somebody drew on a napkin. That seal is really what we need and if that needs to be a seal showing the pins of the whole property because the timelines didn't meet up between you guys and Westmass --- whatever we need to get a plan as part of this submission that shows a surveyors seal which shows the corner monumentation, whether it's a sheet you guys add in to the existing set that shows that, however you accomplish that, I can't possibly vote in favor of it. The only way that I could even imagine that is if it were to be to approve it on the condition that that be presented before anything get released and before any plan even gets signed because that is probably the most critical thing to get turned into us is the seal and the metes and bounds.

Mr. Reidy: So, we, we can appreciate that, obviously we need the vote that we need and if the whole Board feels that way, it's, that's what it ends up being, again we would just.

Mr. Stefancik: I think just to interject, when we did the Mill 10 complex, we did make the condition that the plans were approved with the condition that an ANR plan is submitted within 60 days and the stormwater comments by DPW were addressed. And both the Administrative Review Committee and the Planning Board agreed to that condition, and they did follow up with an ANR plan after. And I think when they did the school, not the school, but the Senior Center, they followed up with an ANR plan as well after the approvals.

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Mr. Phoenix: Well, then we probably shouldn't have ---. There's no doubt that they will present the plan. I'll be clear about that. I think that they're gonna do a fantastic job. I think that the work that they do is gonna be great. I think the project, when it's done, is gonna be a great thing for the town. But, you know, --- include in their plan submission a sheet that shows the overall layout of the mills as like an existing condition sheet that it has that feel and it shows the corner monumentation, I'm good with that just to get us through this. But, it needs to be in there or I can't vote in favor of it. And it's not even a waivable requirement. We don't have that ability on this section of the bylaw.

Mr. Coelho: Doesn't that exist for the mills as a whole already?

Mr. Reidy: I'm sure there's a plan.

Ms. Canepari: Yeah, there's a master plan for the mill.

Mr. Reidy: For the whole.

Mr. Coelho: And that's stamped.

Mr. Reidy: I'm sure.

Mr. Coelho: So why don't we include that?

Mr. Phoenix: Then grab a copy of that and show it in here, I can vote in favor of it. But without it being in this plan, I can't.

Mr. Reidy: So, if I'm understanding correctly too, the main issue is, it doesn't, the existing conditions plan that's included doesn't show the overall mill property, it just shows the project area because that is…

Mr. Phoenix: I don't care whether it's on an existing conditions sheet or a layout plan or where it is, but on some sheet I need to see the surveyors seal that they actually know where this piece of property is. We all know where it is. You're not looking to move one of the mill buildings, that's ridiculous, but to meet the letter of the Bylaw that really needs to have that in there somewhere in the plan set. And that I think the easiest way for you to do that is with a plan or sheet you can grab from something else and start again and make it part of this submittal.

Mr. Coelho: Is Westmass on the line?

Mr. Daley: Yes, this is Jeff Daley the President and CEO.

Mr. Coelho: Jeff, nice to meet you.

Mr. Daley: Good evening everybody.

Mr. Coelho: Sort of. Nice to COVID meet you.

Mr. Daley: Yes.

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Mr. Coelho: Now, you do have a stamped plan of the entire this property, correct, with the metes and bounds?

(inaudible)

Mr. Coelho: If anybody else is on, could you please hit your mute button, on your phone so we don't have any more background noise? Can you hear me now?

Mr. Daley: Yes sir, I can.

Mr. Coelho: Sir, you guys have a stamped by a professional engineer and surveyor drawing of the entire development?

Mr. Daley: Yes, the Town has that as well because we have the special permit.

Mr. Coelho: I understand.

Mr. Daley: --- plans.

Mr. Coelho: I think VHB would like to include that in their submittal with this. So, that'd be something that you can communicate to them pretty rapidly I bet with this day and age's technology, correct?

Mr. Daley: I probably can, yes sir.

Mr. Coelho: Ok, so I think that solves one of our hurdles even if we can't vote on it tonight, if that's presented in the final drawings, we are having a meeting next week that we could expedite. These are the kinds of things I am willing to do for this project.

Mr. Reidy: Thank you.

Mr. Coelho: Is that a reasonable solution Ray to a technical problem?

Mr. Phoenix: I think that certainly meets what we need.

Mr. Coelho: Ok. So, that's good. So, we're moving forward.

Mr. Reidy: Perfect.

Mr. Coelho: Is there anything else when it comes to, you know, technical inadequacies you've identified Ray?

Mr. Phoenix: --- jumped out at me, I think everything else --- is either reasonable or fantastic --- . It's just a matter of getting that i dotted and t crossed, whatever you want to call it.

Mr. Coelho: That's good. That's what we need, I mean we have these rules in place for a reason, so, but, we also have engineers, and attorneys, and large land owners. We got resources to get this done one way or another. Anybody else on the Board have anything they'd like to say specifically according to the technical aspects of this plan? Ok, hearing none, I'm gonna go through some communications I have from different boards right now. This way if anything else comes up, you guys can address those as we go and that will move us along on this public hearing. So, we have a letter here from Barbara and Gary LeBlanc *(Mr. Coelho read letters of support from Barbara and Gary LeBlanc, Ellie Villano - Town Administrator, and Jeffrey Daley – President & CEO of Westmass (see file))* We have a memo from the Planning Board. Ok, Doug has also identified the land surveyors stamp and the ANR or the ANR which we'll require that anyways as we climb that mountain as far as I'm concerned. Monumentation, the ANR plan will show, and again, we're working on that. Signage design with dimensions, the applicant will need to ask to withdraw the commercial usage for consideration by the Planning Board since there is no parking provided at this time. The commercial usage can come back for approval in the future. And you guys already understand that 'cause you actually.

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(multiple people talking)

Mr. Coelho: What about signage design with dimensions? Again, that doesn't seem to me to be too much of a hurdle for these guys.

Mr. Stefancik: No, I mean they show where it is. It's just a matter of whatever the design is, and then we can add that to the file in the future 'cause they have to apply for a building permit.

Mr. Coelho: And they can't put a sign without the permit? It's got to meet our…

Mr. Stefancik: Right, exactly. It needs to meet the criteria.

Mr. Reidy: Yeah, and the plan submitted to the town today included a placeholder monument sign. It's actually the one from next door at Mill 10, so the intent is to match, you know, with a similar sign for Mill 8.

Mr. Coelho: That's good. This is the meat and bones, meat and potatoes here. This is from the Fire Department. *(Mr. Coelho read the comments from Seth Falconer of Ludlow Fire Department – see file)* Proposed fire hydrant locations must be illustrated on the site plan. Are those?

Mr. Reidy: So, we currently don't propose any because there's a number of existing hydrants that circle almost four sides of the building. Certainly something, if the Fire Department has concerns over the hydrant locations, we're happy to work with them on that, but currently there are no proposed hydrants to show. Hydrants exist along State Street, Riverside Drive, and then not too far to the south below on the plan.

Mr. Coelho: Maybe those need to be put on the site plan? Would that help the fire department?

Mr. Reidy: They're shown, yeah, they're shown on the site plan, just not specifically highlighted because they're existing, not proposed. So, that's all.

Mr. Coelho: Ok, I see what you're saying. *(Mr. Coelho continued to read the comments from the Fire Captain – see file)* So, you guys again, I'm gonna tell you what I told our last applicant, make sure you have good communication with our people in the Fire Department.

Mr. Reidy: Absolutely.

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Mr. Coelho: Board of Health has no comments. The Department of Public Works. *(Mr. Coelho read comments 1, 2 & 3 from the Department of Public Works – see file)* I suppose those many things you've been made aware of?

Mr. Reidy: Yeah, Jim and I had a couple conversations earlier this week and I think there's further discussion warranted on some things that would, my understanding was that we would work with him through the stormwater permit process to get those all hashed out and make sure the town is, you know, agreeable with everything we're proposing.

Mr. Coelho: *(Mr. Coelho read comments 4 & 5 from the Department of Public Works – see file)*

Mr. Reidy: So, that comment and the previous comment have been addressed. The previous comment was just simply a couple of rim invert elevations that needed to be corrected, so that's been done on this set of plans that the town has received today. The second comment was with respect to existing drainage infrastructure that drains the courtyard that's situated between Mill 8 and 9. It's completely surrounded by buildings at the ground level. So, there's a manhole in that courtyard today. The surveyor wasn't able to determine where those pipes outlet to. So, Jim's main concern, as he mentioned in another comment, was that it could tie into sanitary and he just wants to make sure that the routing of those pipes, those outlet pipes, are appropriate and connected drainage on site rather than sanitary. So, a note's been added to the plan to document that --- to confirm their routing and if there is a sanitary connection it'll be removed.

Mr. Coelho: Have a green dye St. Patty's Day party and find out where that goes?

Mr. Reidy: Absolutely. It's a good way to do it.

Mr. Coelho: Yeah. What the heck, we'll have a community event.

Mr. Reidy: Yeah.

Mr. Coelho: Maybe we'll all be vaccinated by then.

Ms. Canepari: We can only hope.

Mr. Coelho: *(Mr. Coelho read comments 6 thru 10 from the Department of Public Works – see file)*

Mr. Daley: I can answer that. This is Jeff Daley again, if that was a question Mr. Chairman. The spaces for the commercial space would be to the west of the proposed parking lot for Winn. We anticipate having quite a bit of shared parking there that would come in front of the Board at a later date, but we would house all the parking for the commercial tenant or tenants to the west immediately of the proposed Winn parking.

Mr. Coelho: Yeah, you guys got plenty of land for parking over there, right?

Mr. Daley: Yes, we do. And we're going through that process now to make sure everybody has enough that we need for our growth, yes. But, there is plenty.

Mr. Coelho: Ok, yeah. *(Mr. Coelho read comments 11 thru 13 from the Department of Public Works – see file)* So, everything in your chart needs to.

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Mr. Reidy: We had updated that. There's notes on the layout materials plan.

Mr. Coelho: Ok, so what I'm seeing is gonna have to be, we're gonna be able to satisfy all of it? Now most of it has been addresses already on the site plan.

Mr. Reidy: That's correct.

Mr. Coelho: So, is this something we can burn through over to these inquiring departments so that you need to have a site plan by January?

Mr. Reidy: As soon as possible.

Mr. Coelho: As soon as possible. We do have a meeting next. Maybe we can get everybody to collaborate, get this stuff reviewed, make sure that their responses to these situations are done. I'll call the DPW tomorrow and tell them to expect something and we can get this moving 'cause this is a very important project.

Mr. Stefancik: Yeah, they're already working with them on this anyway.

Mr. Coelho: Ok, so I think we can probably get this done next week. Does that sound unreasonable to anybody?

Mr. Queiroga: Like you said, it's an important project. I think we need to bend a little bit and yet get the stuff that we do need.

Mr. Coelho: Ok.

Mr. Reidy: A question on that plan, just so we understand. So, it's sufficient for the Board if we get from Westmass a surveyors stamped plan showing the entirety of the site?

Mr. Coelho: I think that makes me happy. Ray, how about you?

(multiple people talking)

Mr. Reidy: Ok, I just want to make sure, ok.

Mr. Coelho: And then you're gonna want to ANR this anyway.

Mr. Reidy: Yeah, yeah, yeah. I didn't know if that was just as I'm thinking of like that sequencing of all these things.

Mr. Coelho: Let's get this in the drawing so we can approve it.

Mr. Reidy: --- on and then we'll do the ANR ---.

Mr. Coelho: We can waive our magic wand over it and you guys can get going, you know? Let's put them in for next week.

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Ms. Urban: Is this a continued hearing?

Mr. Coelho: Yup, continued hearing. We don't need a motion to continue or anything, right?

Mr. Stefancik: We do have the subdivision, how long do you want for that, 45 minutes or? --- 7:00.

Mr. Queiroga: What time you got open?

Mr. Coelho: Subdivision's at 7:00?

Mr. Stefancik: Yes, and we may have all the neighbors calling in on that too.

Mr. Coelho: And we may not have all the neighbors calling in. Can we put a?

Mr. Stefancik: Do you want a half hour at least and then?

Mr. Coelho: For the subdivision?

Mr. Stefancik: Yeah.

Mr. Coelho: Yeah, yeah, yeah, so 7:30 and if we gotta run longer on the subdivision I apologize because you guys are important, but.

Ms. Canepari: Sure.

Mr. Reidy: Next Thursday?

Mr. Coelho: I'm gonna make some comments in a minute ---.

Mr. Stefancik: I think too, maybe it gives me the time I can probably get the Administrative Review Committee together and they could probably have a joint meeting and chime in on that meeting next Thursday too, so that's ---.

Mr. Coelho: The Administrative Review Committee was pushed off till the 16th, right?

Mr. Stefancik: Yes, but now with this new information, I'd just rather not have them meet until after the Board, or at the same time.

Mr. Coelho: 'Cause I'm ---.

Mr. Stefancik: Yes, you are, me, Joe.

Mr. Coelho: And the 16th doesn't work great for me either.

Mr. Stefancik: Ok, so.

Mr. Coelho: I already blocked off my time for the original.

Mr. Stefancik: I can see if people are available to do this next Thursday, the Administrative Review Committee. And we could do it next Thursday too.

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Mr. Coelho: And you need that to move forward as well, or you just need…

Mr. Stefancik: Yup, they need to approve the multi-family.

Mr. Coelho: Let's make government magic happen. It happens once in a while. Ok, that's good. And again, I apologize for my…

Mr. Reidy: You're fine.

Mr. Coelho: …initially, but I think, and I want to go on record, and this is nothing against Westmass or Winn, but, you know what, if Jamie Jacobs isn't allowed to come up here and plead her case for her home occupation, this building needs to remain consistent, so.

Mr. Reidy: We'll be on the call-in next Thursday.

Ms. Canepari: Yup.

Mr. Coelho: Thank you.

Mr. Reidy: Thank you. Thanks for having us. Talk to you next week.

Mr. Coelho: Have a good day.

Ms. Canepari: Thank you, yes.

Mr. Phoenix: Mr. Chairman, I'll make a **MOTION** to continue the matter until the --- at 7:30.
SECOND Ms. Houle.
5-0 in Favor.

The Public Hearing was continued until December 17, 2021 at 7:30 p.m.

APPROVED:

Kathleen Houle

Kathleen Houle, Secretary

su

Documents: Master application; Site Plan Submission Packet (November 16, 2020); Stormwater Memorandum (November 13, 2020); Abutters list; Comments from Town Departments/Boards; Letters of Support; Site Plan – Mill #8 Adaptive Reuse – 1 State Street Ludlow, Massachusetts (November 13, 2020).

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