TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
January 13, 2022

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present) *(via telephone)*
Kathleen Houle (Present)
Joshua Carpenter (Present)
Joel da Silva, Associate Member (Absent)

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

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 657 Fuller Street (Assessors' Map 8, Parcel 46) Michael Spera (contracting business)

SEE ATTACHED MINUTES

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 715 West Street (Assessors' Map 8, Parcel 1L) Dan Gerasimchuk (home improvement business)

SEE ATTACHED MINUTES

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PUBLIC HEARING – SPECIAL PERMIT / ACCESSORY APARTMENT – 186 Lyon Street (Assessors' Map 24, Parcel 38) Matthew & Stephanie Nay (change of ownership for existing accessory apartment)

SEE ATTACHED MINUTES

File Mail Item #02 – Excessive number of unregistered vehicles/updated site plan needed – John Quill Automotive – 542 Holyoke Street – from Ellie Villano, Town Administrator

File Mail Item #03 – Excessive number of vehicles/site plan needed/impeded site view – Roy's Auto Service – 935 Center Street – from Ellie Villano, Town Administrator

File Mail Item #04 – Articles for the May 9, 2022 Annual Town Meeting Warrant and the Annual Town Report – from Ellie Villano, Town Administrator

PUBLIC HEARING – ZONE CHANGE – 244 Hubbard Street (Assessors' Map 14B, Parcel 41) Jorge Laires (Residence B to Business B)

(Mail item #05 included - Letter of support for Zone Change at 244 Hubbard Street from Tiago A. Leal)

SEE ATTACHED MINUTES

Mr. Phoenix asked to pull the Change of Occupancy for 289 East Street out of the consent agenda.
- Alisa Feliberty (Designer Obsessions) – 289 East Street (from DIY Brewing Supply (retail) to retail store)
Mr. Phoenix asked the Board if they had any concerns over this Change of Occupancy. Mr. Coelho said that there may be more traffic with the new use, but that there is no parking over there anyway and that it's technically going from retail to retail. Mr. Stefancik remarked that there have been numerous new businesses going into that location recently.

Mr. Phoenix **MOVED** to approve the Change of Occupancy.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Consent Agenda:

The Board approved the Consent Agenda under unanimous consent.

- FILE Mail Item 01. - Legal Notices from surrounding communities
- APPROVE/SIGN Minutes of December 9, 2021
- APPROVE Change of Occupancies:
  - Legacy Counsellors, P.C. (Legacy Title & Escrow) – 358 Sewall Street (from law office to same)
- SIGN Special Permits:
  - Town of Ludlow – 0 Center Street (communications tower)
  - Samantha Walsh – 51 Libby Street (photography business)
  - Tanya Szafranski – 14 Lillian Street (telehealth business)

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PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 41 Berkshire Street (Assessors' Map 14B, Parcel 146) Steffanie Rodrigues (real estate appraisal)

SEE ATTACHED MINUTES

ANNUAL TOWN REPORT

The Annual Town Report will be tabled to the next meeting on January 27, 2022 so that the Board Members have a chance to review it.

Documents included: 2021 Annual Town Report draft

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 38 Harris Lane (Assessors' Map 11C, Parcel 113K) Braidy Miarecki (cottage bakery)

SEE ATTACHED MINUTES

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 82 Minechoag Heights (Assessors' Map 32, Parcel 31J) Alyssa Almeida and Brianna Almeida (telehealth physical therapy)

SEE ATTACHED MINUTES

CHANGE OF OCCUPANCY – Ali Bulut (Interproduce) 4-8 White Street (Assessors' Map 15B, Parcel 39)

Mrs. Bulut was present for the appointment.

The Board confirmed that there is an existing site plan on file dated January 8, 2007. Mr. Phoenix said that there have been some issues with a dumpster being located where it's not supposed to be, and a trailer parked on the property. Mrs. Bulut said that the dumpsters will be moved to the location noted on the site plan. She asked the Board if they could keep the refrigerated trailer on the property for two months out of the year to store wine grapes. Mr. Stefancik said that the trailer wouldn't be allowed in the Business A district but remarked that they could add refrigerated units to the property through site plan approval. The applicant was advised to contact an engineer to prepare a new site plan showing any added refrigerated units.

Mr. Carpenter: I make a **MOTION** to accept the Change of Occupancy for Interproduce located at 4-8 White Street.
SECOND Mr. Queiroga.

Mr. Phoenix: Can I just get that motion amended to be to approve instead of accept?

Mr. Carpenter: So, I'm changing it to approve, right?

Mr. Coelho: Yes.

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Mr. Carpenter: I **MOVE** to approve the Change of Occupancy for Interproduce located at 4-8 White Street.
SECOND Ms. Houle.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Documents included: Master application; Site Plan of Land in Ludlow, MA prepared for Edgar R. Minnie, II, Trustee Edgar R. Minnie Credit Equivalency Trust (Jan. 8, 2007)

PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION – 31 Nash Hill Road (Assessors' Map 9, Parcel 79D) Christopher Pelletier (website/software management)

SEE ATTACHED MINUTES

SITE SKETCH – 1709 Center Street (Assessors' Map 38, Parcel 5) Dish Wireless (Darryl Gresham, Agent) (collocation of antennas and equipment on existing tower and ground equipment will be installed in existing lease area)

Darryl Gresham was present for the appointment via telephone.

Mr. Gresham explained that Dish Wireless is looking to install three antennas on an existing tower along with three antenna mounts, six radio heads (two per antenna), a OVP (over voltage protection device), and one hybrid cable all installed at the height of 128 on the tower. He added that they have a 5 x 7 lease area on the ground that will hold all the ground equipment as noted on the site plan.

Mr. Coelho read the comments from Town Departments and Boards in which they were all irrelevant except for the comments from the Safety Committee which requested that a police detail be present for trucks entering or leaving the worksite should it impact the right of way and traffic area.

Mr. Phoenix: I'm just gonna make a **MOTION** to grant the waiver as requested since doing so is not gonna be any kind of hardship to the Town of Ludlow, and to further approve the site sketch as submitted in the standard form.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Documents included: Master application; Waiver request; Comments from Town Boards/Departments; American Tower Corporation Structural Analysis Report (06/04/2021); Site Sketch: Dish Wireless – 1709 Center Street Ludlow, MA 01056 (12/14/21)

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CANNABIS FACILITIES

Mr. Coelho said that he thinks that the Planning Board needs to start looking at allowing the town to have another bite at the apple on cannabis and marijuana. He asked Mr. Stefancik to pull the old regulations that were previously approved for medical marijuana which got approved at town meeting, but that the moratorium and the prohibition wiped that out. Mr. Stefancik said that the general bylaw and the zoning bylaws would both need to be changed to allow this, and that the best route would be to set up a joint meeting with the Board of Selectmen to discuss having both of the bylaws approved at the same time. The discussion will be continued to the next meeting.

Documents included: Draft Medical Marijuana Bylaw

Mr. Carpenter: I make a **MOTION** to adjourn at 8:36.
SECOND Ms. Houle.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho – yes.

Meeting adjourned at 8:36 p.m.

APPROVED:

Kathleen Houle, Secretary

su

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(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
657 Fuller Street – Michael Spera
(contracting business)
January 13, 2022

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present) *(via telephone)*
Kathleen Houle (Present)
Joshua Carpenter (Present)
Joel da Silva, Associate Member (Absent)

The hearing began at 7:01 p.m. in the Selectmen's Conference Room.

In attendance: Michael Spera; attendees

Mr. Coelho read the legal notice, reviewed the application, advised the public that the meeting is being recorded, and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: contracting business.

Mr. Coelho: So, why don't you go ahead and give me a brief overview of what you're looking to do at your house.

Mr. Spera: At my house basically just, I came in and requested a business license in town and they requested a special permit for the contracting business to have the office in my home. Not looking to do any work or any additions or anything at the house, basically just be able to get a business license in town. Just trying to do things the right way.

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Mr. Coelho: So, part of this process is that your house won't look anything other than a house except for the fact that you can have a small sign like one by two.

Mr. Spera: Yeah, I'm not even putting a sign out.

Mr. Coelho: Ok so, and being a contracting business, you know, certain vehicles and, you know, if you're gonna bring in dumpsters, and material, stock, things like that.

Mr. Spera: No material stock, dumpsters, anything like that.

(attendees talking about house photo)

Mr. Coelho: Ok, I'm looking through here, it doesn't look like we have, Ray?

Mr. Phoenix: Yeah, I just unmuted because I had something I wanted to ask.

Mr. Coelho: Ok, go ahead.

Mr. Phoenix: In the application, it looks like most of the things on the home occupation supplement sheet are fine. The area used, you're saying 200 square feet out of 1,248, no nonresident employees, no planned signage, no customers at the house, nothing for deliveries that'll be unlike a normal residence, and no changes that'll make it look less residential.

Mr. Spera: Correct.

Mr. Phoenix: The one concern that I have is the vehicle that you have listed, the Ford F350.

Mr. Spera: Yes.

Mr. Phoenix: Our bylaws allow for a GVW up to 10,000 lbs. You have it listed as 9,990. Now when we've had 350's come in before, and we've had people actually check the GVW on the vehicle, it tends to be over 10,000. Would you be able to provide documentation that the GVW on that vehicle is under 10,000?

Mr. Spera: Sure.

Mr. Coelho: Not tonight though? You didn't bring the registration, did you?

Mr. Spera: No.

Mr. Phoenix: 'Cause normally what we end up looking for is a picture of the GVW inside of the door.

Mr. Spera: Ok.

Mr. Phoenix: The one that's actually stamped on the car ---.

Mr. Spera: Ok.

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Mr. Coelho: Anybody else on this side of the table have any questions about the proposed business? It doesn't appear that we have any comments from other town boards. Is that a good valuation? Alright.

Mr. Phoenix: Mr. Chairman, with that one exception, everything looks to be in order. I see that there is a request for the waiver of the full site plan in favor of a sketch and photos as presented already by the applicant. With that in mind, I would make a **MOTION** to find that a home occupation as described, with the possible exception of the vehicle, is certainly a suitable home occupation under the Bylaw and further to waive the full site plan in favor of a sketch and photos prepared by the applicant as it really isn't required in connection with this particular business.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Mr. Coelho: The checklists, so we had two checklists here that you've signed off on, the home occupation criteria checklist and the special permit criteria checklist, you're responsible for following those rules pretty much to the letter.

Mr. Spera: Sure.

Mr. Coelho: They explain what he can and can't do, more often what he can't do. And again, it's not supposed to change it from being a house. That's basically the gist of everything. And again, those checklists are available for review and download on the town's website. So, if you wanted to take a look at them. He had signed off them and understands them. That being said, I'm gonna open up the meeting for public comments, and of course we have a pretty full agenda today, but just let's keep our questions straight to the point and not repeat ourselves and we should be able to get through this.

Mr. LaFleur: I've just got one question.

Mr. Coelho: You're gonna need to state your name and address for the record.

Mr. LaFleur: Fran LaFleur, 653 Fuller Street, I live right next to Mike. So, my biggest concern was that he was not able to add garages, stuff like that, to the property to expand the business or anything like that, so if that's not an option for him to do in the future, whatever, based on his application, then that is my only really concern.

Mr. Coelho: Right, and that's, there's one sentence in here that says basically not look anything other than a house. I can't remember where the exact sentence is.

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Mr. LaFleur: So, the --- his business license will not allow him to?

Mr. Coelho: No external changes made which alters the residential appearance of the building on the lot.

Mr. LaFleur: What about adding?

Mr. Coelho: Well, if he's allowed to add a garage within his zoning as it is, and it fits within building's purvue, then he can have a garage, but it's not necessarily specific for his business. It would just be a regular garage that he would be able to add anyway.

Mr. LaFleur: But he's not gonna add like two butler buildings in his backyard?

Mr. Coelho: I don't know what he can. I don't know what he's zoned over there.

Mr. LaFleur: That's my concern.

Mr. Phoenix: Also, Chris, if he were to use an additional building for additional business space, that would need to be calculated in and he's only got about 50 square feet left to play with before he goes over the threshold.

Mr. Coelho: Right. He's at a threshold of 200 square feet which is basically just an office.

Mr. LaFleur: Ok, ok.

Mr. Coelho: He is zoned agriculture, so he might be able to do something for himself…

Mr. LaFleur: Yup. Right, right.

Mr. Coelho: …in those zoning constraints, but that's not really the purvue of this hearing right now. Right now, for the business, all he's intending is building, is having an office and probably a mailing address to operate his business from.

Mr. LaFleur: That's fine.

Mr. Coelho: Most of your work's done off site, I'm assuming?

Mr. Spera: Yes.

Mr. Coelho: Contractors don't build and drive, that would be fabrication. Anybody else have any questions? If you could say your name and address.

Ms. Martin: Ann Martin, 658 Fuller Street. I live right across the street from Mike. My concern was trucks. Even though there probably won't be a building, my concern was all those trucks coming in and out or, big trucks.

Mr. Coelho: Again, he put he's got an F350 that we're gonna determine whether or not it's at the 10,000 GVW. He's gonna provide us evidence. He's allowed to have that plus two other vehicles in non-conjunction with or in conjunction with the business, correct? Which would be if he had two workers, they could park their cars there, but as far as commercial vehicle goes, nothing over 10,000 lbs GVW.

Mr. Coelho: Ma'am?

Ms. ---: No, I'm with him, so we're good.

Mr. Coelho: The camera operator have any questions? No? Yeah, is there anybody on the phone that has anything they'd like to add to this? And I'll ask one more time, anybody on the phone?

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Mr. Phoenix: It looks like I'm the only one on the phone, Chris.

Mr. Coelho: Great, thanks for that intel.

Mr. Spera: Is there a pen I can use?

Mr. Coelho: Yeah, I'm sure we can dig one of those up. The town rental fee is exorbitant.

Mr. Phoenix: With all of that said, I'd like to just make sure that we reference that issue of the truck one more time. If it does end up exceeding the 10,000 lbs, it's not gonna be able to be used, either garaged on the site or used in connection with the business. One of the other of those would need to be true. It just can't be part of the business and garaged there if it's over the 10,000.

Mr. Spera: I'll definitely double check the GVW. If it is over the 10,000 what do you expect me to do with it? Basically, I have a F250, F350, it's an identical truck, size, weight, everything, the only difference is the size of a leaf spring in the back. It makes ---.

Mr. Coelho: You could park it off site. Rent a parking spot from somebody with a business, or you could not use it in conjunction with your business and make it your personal vehicle.

Mr. Spera: Ok, I just had it lettered so that wouldn't be an option. I'll have to double check, but.

Mr. Coelho: Usually, we find the best for people that have like, jobs that require bigger trucks is they find a spot that they can keep it at, you know, another business.

Mr. Spera: If it is over, is there any way to get a waiver because it's not, it's the same size as a personal, it's a pickup truck. It's regular bed ---.

Mr. Coelho: I understand that, we have the GVW. I don't know that we waive that, right Ray?

Mr. Phoenix: I think it, it's not one of the things that's called out as being waivable. But, even if it were, it's not something that we waived in the past for other people in the same situation. So, if we were to do that for this individual, that would be unfair for those people that we've made do other accommodations in the past. So, I think in order to be fair across the board with everybody, we need to hold that same standard.

Mr. Coelho: That's one we don't really like to move on 'cause that's what starts to cause problems. Somebody brings in an old diesel dump truck.

Mr. Spera: Right. You know, I understand that, but it's just, I think the 10,000 number, you know, isn't really.

Mr. Coelho: Yeah that's the number that...

Mr. Phoenix: There could be a better way for us to have that written, but that's been the way that it has been, and we haven't really revisited that as the requirement. I know at one point we talked about possibly changing it to, if it got dual rear wheels...

Mr. Spera: Right, that I would understand.

Mr. Phoenix: ...and anything that's an SRV we really wouldn't worry about too greatly. But, we never really got too far down that rabbit hole for trying to figure out what that other better solution might be and just stuck with the 10,000.

Mr. Spera: Ok.

Mr. Phoenix: I don't know if that's something that we as a board want to take up again if possible for our next run at October Town Meeting.

Mr. Coelho: Let's put that under new business for another meeting.

Mr. Spera: That'd be great because I use that as a personal and as a business vehicle so, it's, you know, I don't know what I'm gonna do ---.

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Mr. Coelho: And do the neighbors have a problem with that vehicle currently?

(abutters in audience said no)

Mr. Coelho: So, I can't imagine that that would be a problem that would be brought to life, but we still can't waive the number.

Mr. Spera: Sure, ok.

Mr. Coelho: So, that's the sticking point for us is the technicality of it.

Mr. Spera: Yup.

Mr. Coelho: That being said, I'd be willing to entertain a motion.

Mr. Phoenix: I'll make a **MOTION** in the standard form to approve the special permit as submitted and the home occupation that goes along with it with the understanding that if the vehicle does end up being more than 10,000 lbs, some other accommodation be made or it wouldn't be used in connection with the business until at least such time as the Bylaw may be revisited.

Mr. Spera: Ok.

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

Mr. Coelho: And a motion to close.

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

Hearing ended 7:14 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

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Documents: Master application

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(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
715 West Street – Dan Gerasimchuk
(home improvement business)
January 13, 2022

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present) *(via telephone)*
Kathleen Houle (Present)
Joshua Carpenter (Present)
Joel da Silva, Associate Member (Absent)

The hearing began at 7:15 p.m. in the Selectmen's Conference Room.

In attendance: Dan Gerasimchuk

Mr. Coelho read the legal notice, reviewed the application, advised the public that the meeting is being recorded, and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: home improvement business.

Mr. Coelho: It doesn't appear that there are any other comments from other town boards.

Mr. Phoenix: And Mr. Chairman, just looking at the supplement sheet on this one, it looks like he's looking to use 12 x 15, so 180, out of 5,466, no nonresident employees, as to all of the questions about signage, customers, deliveries or changes, and the commercial vehicle appears to be one that's GVW is 4,900.

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Mr. Coelho: Ok.

Mr. Phoenix: And the waiver request has been signed.

Mr. Coelho: Excellent. So, at this point I'd be willing, why don't you give us a quick brief description of what you want to do there?

Mr. Gerasimchuk: Just basically have an office.

Mr. Coelho: An office.

Mr. Gerasimchuk: I do everything off site.

Mr. Coelho: Great. So, just an office is the applicant's description. At this point, I'd be willing to grant any findings or waivers or if the Board has any input.

Mr. Phoenix: I'll make a **MOTION** to find that the home occupation as described is a suitable one under the Bylaw and to waive the associated registered site plan as requested since it is not needed for this type of home occupation at this time.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Mr. Coelho: You did get a copy of this application. You signed off that you read the checklists. This is what you're gonna be responsible to follow in order to keep this viable and not get complaints, so that's what we would review should somebody complain, and you'd run the risk of getting it revoked if you violate those. Open the meeting for public comments. Anybody from the public, there's one person here in the room that wish to comment. No, no comments? Anybody on the telephone call in and wish to comment on this?

Mr. Phoenix: Still just me.

Mr. Coelho: Ok, so we are at a motion. I'd be willing to entertain a motion.

Mr. Phoenix: I'll make a **MOTION** in the standard form to approve the home occupation and special permit as submitted and to close the public hearing thereafter.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Hearing ended 7:19 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

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Documents: Master application

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

TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT / ACCESSORY APARTMENT
186 Lyon Street – Matthew & Stephanie Nay
(change of ownership for existing accessory apartment)
January 13, 2022

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present) *(via telephone)*
Kathleen Houle (Present)
Joshua Carpenter (Present)
Joel da Silva, Associate Member (Absent)

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

In attendance: Stephanie Nay

Mr. Coelho read the legal notice, reviewed the application, and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: change of ownership for existing accessory apartment.

Mr. Coelho: So, while we're doing this, why don't you give us a brief description of what's going on here and I'll take it from there.

Ms. Nay: We recently bought the house on 186 Lyon Street. It had an accessory apartment already built. There's been no changes to it. My parents are going to be living there with us.

Mr. Coelho: That's very good. Ok, I'm looking at the application here for the second time this week. Fees are paid, signatures seem to be in place. Once again, we have special permit criteria here that you signed off and you understand.

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Ms. Nay: Correct.

Mr. Coelho: Accessory apartment conditions as well. Those are basically the rules you're gonna to follow to keep this in effect. I have no further comment. Anybody on the Board have any questions?

Mr. Phoenix: No questions, I would just state that the accessory apartment supplement has been filled in as well and that looks to be complete as far as I can tell, notarized and everything.

Mr. Coelho: And I forgot to tell everybody that the cameras are recording.

Mr. Phoenix: At least we hope they are.

Mr. Coelho: Better to be safe than sorry, so. Doesn't look like there's any comments from any other boards. Seems pretty clear. I think we're gonna be seeing a lot more of this kind of thing in the future 'cause it seems to make sense. So, I'd be looking for a motion. Are there any waivers or findings that we need for this, no, correct?

Mr. Stefancik: No, because the site plan has already been completed with the first round.

Mr. Coelho: Ok, and I'll take a second here to open up this up to the public. Is there anybody in the room that wishes to speak on this? Hearing none, is there anybody on the telephone or computer or --- that wants to speak on this?

Mr. Phoenix: No, just two participants, me and you.

Mr. Coelho: Sounds good. With that being said, I'd be willing to entertain a motion.

Mr. Queiroga: Mr. Chairman?

Mr. Coelho: Mr. Queiroga.

Mr. Queiroga: I **MOVE** to approve the Special Permit under 7.o.4 a-m and the Accessory Apartment under 6.6.1-6.6.3 a-l for the Nay family with the condition that the special permit will run with the applicant and not with the property, and as we know, that the relationship accessory apartment will remain consistent with the terms of this Bylaw.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Mr. Coelho: And a motion to close.

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

Hearing ended 7:24 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

su

Documents: Master application

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

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TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – ZONE CHANGE
244 Hubbard Street (Assessors' Map 14B, Parcel 41)
Jorge Laires
(Residence B to Business B)
January 13, 2022

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present) *(via telephone)*
Kathleen Houle (Present)
Joshua Carpenter (Present)
Joel da Silva, Associate Member (Absent)

The hearing began at 7:01 p.m. in the Selectmen's Conference Room.

In attendance: Jorge Laires

Mr. Coelho read the legal notice and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: Zone Change Requested from: Residence B to Business B; Reason for Requested Change: Property has been operating as commercial use for decades.

Mr. Coelho: We do have a communication here addressed to me from a Mr. Tiago Leal. *(Mr. Coelho read the letter of support)* Ok, the cameras are recording, we're being recorded both audio and visual for the annals of history. Got that done, comments. Why don't you go ahead and give us a brief description of what you're looking to do and why you want to do it.

Mr. Laires: Yeah certainly, I think the property has been operating for commercial use for a number of decades and basically just trying to get it to, I think it's been grandfathered that way, so I just want to get it from Residence B to Business B.

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Mr. Coelho: And this is the old Santos barbershop, correct?

Mr. Laires: That's one of the businesses that's been there.

Mr. Coelho: Right, and there's…

Mr. Laires: There's been multiple, I guess, before my time.

Mr. Coelho: Yeah.

Mr. Laires: Yeah.

Mr. Coelho: And there's a seamstress in there as well, or a tailor.

Mr. Laires: Yeah there was, and an ice cream shop and...

Mr. Coelho: Oh yeah, yeah, yeah, I do remember that.

Mr. Laires: I wasn't around back then, so I don't know.

Mr. Coelho: Yeah, you're right, so I guess if there is a such thing as grandfathered that would have been it. I'm going through the application here. It seems pretty complete. I don't see any comments from other boards. Anybody on this side of the table have any questions to this proposal or have anything to add to this? It is adjacent to a business zone?

Mr. Stefancik: Business B, this is Business B along here.

Mr. Coelho: Ok.

Mr. Stefancik: This is Residence B. This is Business A.

Mr. Coelho: Ok. It's certainly not spot zoning then, I guess. I'm gonna, I'm not hearing anything from this side of the board? Is that right? Ok. I'm gonna open it up to anybody in the public. Is there anybody sitting in the audience that would like to speak to this? I see nobody. Anybody on the telephone?

Ms. Houle: Just Ray.

Mr. Coelho: Just Ray again? Ok, so at this point we're up to the findings and waivers. Is that applicable to a zone change? I don't think so.

Mr. Stefancik: No waivers.

Mr. Coelho: There really aren't any checklists 'cause this is a petition. I opened it up to public comment. Ok, well...

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Mr. Carpenter: Mr. Chairman.

Mr. Coelho: Mr. Carpenter.

Mr. Carpenter: I **MOVE** to recommend approval to Town Meeting of the zone change at 244 Hubbard Street Assessors' Map 14B, Parcel 41, from Residence B to Business B because it is in the best interest of the town and is consistent with any master plan of the town and it is not spot zoning.
SECOND Mr. Queiroga.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Mr. Coelho: Motion to close?

Mr. Carpenter: **SO MOVED.**

Mr. Phoenix: Well, before we do the motion to close, just one last thing I'd like to make sure is said to the applicant. I'm sure they know this anyway, but the fact that we're recommending this at town meeting is far from a guarantee that it's going to happen. Town meeting has been known in the past to go differently than what we've recommended. So, it might be in your best interest when town meeting takes this up for you to show up and be able to speak on behalf of it in case anybody does have any questions. It seems like it should be a pretty straight forward one, but I just don't want you to think that it's a lock just because we're recommending approval.

Mr. Coelho: Yeah, so essentially show up.

Mr. Laires: Yeah, so I understand that, and I plan on being there. I believe it's some time in May. I don't know what the exact date is, but I'll be there. I plan to be there let's put it that way.

Mr. Coelho: You'll be notified, so keep an eye on cable access and the Register. You'll know when the town, it's the annual town meeting, so.

Mr. Laires: Ok.

Mr. Carpenter: Motion to…

Mr. Phoenix: With that said, I'll make a **MOTION** to close the public hearing.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Hearing ended 7:37 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

su

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Documents: Master application; Mail item #05 – Letter of support for Zone Change at 244 Hubbard Street from Tiago A. Leal; Letter from Board of Selectmen forwarding application for zone change (December 1, 2021)

(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
41 Berkshire Street – Steffanie Rodrigues
(real estate appraisal)
January 13, 2022

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present) *(via telephone)*
Kathleen Houle (Present)
Joshua Carpenter (Present)
Joel da Silva, Associate Member (Absent)

The hearing began at 7:43 p.m. in the Selectmen's Conference Room.

In attendance: Steffanie Rodrigues

Mr. Coelho read the legal notice, reviewed the application, advised the public that the meeting is being recorded, and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: real estate appraisal.

Mr. Coelho: Comments from any boards? I don't see any, once again, these home office, home occs don't really get too complicated usually. Why don't you give me a brief verbal description of what you want to do, for the record.

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Ms. Rodrigues: Yup, basically I just have an office. I have a three-bedroom house and one of them's being turned into an office. I just have a computer there. Just write reports for appraisals for houses.

Mr. Coelho: Ok, and again, she circled no on all her important questions, no employees, etc. She's not planning on making it look anything different than residential. You did read the checklists we have here, and you understand those? Those are the rules you have to follow moving forward.

Ms. Rodrigues: Yup.

Mr. Coelho: So, should your neighbors see that you're violating those rules, that could expose you to some additional scrutiny. That being said, I'd be looking to find, to get us some findings and waivers.

Mr. Phoenix: I'll make a **MOTION** to find that the home occupation as described is a suitable one under the Bylaw and further to waive the full registered site plan in favor of a sketch and photos as prepared by the applicant since the full plan would not be necessary for the business as described.
SECOND Mr. Carpenter.

5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Mr. Coelho: Is anybody on this side, on the Board have any questions, comments, or concerns for the applicant? Hearing none, I'm gonna open it up to the public. Anybody in the room here have any questions, comments, or concerns for the applicant? Anybody on the telephone have any questions, comments, or concerns for the applicant? Hearing none, I'd be looking for a motion to approve.

Mr. Queiroga: Mr. Chairman.

Mr. Coelho: Mr. Queiroga.

Mr. Queiroga: I'll make a **MOTION** to approve the home occupation for 41 Berkshire Street for Steffanie Rodrigues as a real estate appraiser in the usual format here.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Mr. Coelho: Motion to close?

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

Hearing ended 7:47 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

su

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Documents: Master application

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

TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION
38 Harris Lane – Braidy Miarecki
(cottage bakery)
January 13, 2022

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present) *(via telephone)*
Kathleen Houle (Present)
Joshua Carpenter (Present)
Joel da Silva, Associate Member (Absent)

The hearing began at 7:50 p.m. in the Selectmen's Conference Room.

In attendance: Braidy Miarecki

Mr. Coelho read the legal notice, reviewed the application, advised the public that the meeting is being recorded, and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: cottage bakery.

Mr. Coelho: Doesn't look, again, like we have too many or any comments from any other boards. The cameras are recording. So, why don't you give us a brief description of exactly what you want to do over there.

Ms. Miarecki: Ok, so I would like to start selling baked goods out of my house, focusing specifically on cupcakes, cakes, and French macrons. I really, like I enjoyed that a lot during the pandemic when I was stuck at home and I've had a lot of people ask me to make them cakes and stuff, and I would just like to be able to that the right way.

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Mr. Coelho: So, the one question I would have would be traffic. I mean this is a cul-de-sac?

Ms. Miarecki: Yes. Yes, it is, yup.

Mr. Coelho: What do you anticipate for traffic?

Ms. Miarecki: So right now, I'd really like to keep it kind of small. I have two small children, so I can't really take on too much extra right now. So, I was anticipating not taking any more than two orders per day and that's probably more than I will actually accept, but that would be like a max.

Mr. Coelho: So, you'd accept two people a day to pick stuff up?

Ms. Miarecki: Correct, yeah.

Ms. Houle: They would order ahead of time.

Ms. Miarecki: Correct, yeah.

Ms. Houle: So, it's not like they're gonna stop by to see what you have.

Ms. Miarecki: No, and it would be on a pick-up basis, so they would let me know that they are there, I would come out and drop it off to them and then they would leave, so.

Mr. Coelho: I don't think we want a bagel factory ---.

Ms. Miarecki: I'm really not that great at bagels, so.

Mr. Queiroga: Have you checked with the Health Department as to what they require?

Ms. Miarecki: Yes, I have. And I'm currently working on their requirements as well. I have my serve safe exam next week.

Mr. Coelho: Any other questions from anybody on this side of the table on the Board?

Mr. Phoenix: I guess, usually with a lot of the smaller businesses like this, especially something of this nature, one of the questions that we tend to ask is what's the name of the business that you're gonna be doing there?

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Ms. Miarecki: The name that I've named it is Sweet Owl Baking Company.

Mr. Coelho: Ok.

Mr. Phoenix: With that said, the home occupation application supplement, everything looks in order there. On there it's saying 170 square feet, so it's certainly under the 250. No employees, no to most of the other questions with the exception of some customers coming to the house to pick up orders as was already discussed, and a personal Jeep Patriot that would be used, looks like 4,500 for the GVW and the waiver request has been signed. So, based on the description that we've heard and the signed waiver request, I would make a **MOTION** to find that the home occupation is a suitable one under the Bylaw, and to waive the associated full site plan in favor of a sketch and photos as prepared by the applicant.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Mr. Coelho: So, we have your waivers in place. Is there anybody from the public that wishes to speak on this proposal? Seeing nobody in the office, is there anybody on the phone?

Mr. Phoenix: Just me in here.

Mr. Coelho: Hearing none, I'd be willing to entertain a motion to approve.

Mr. Phoenix: I'll make a **MOTION** in the standard form to approve the special permit home occupation and then to close the public hearing thereafter.

Mr. Coelho: Can I just have one second? I forgot something. There were checklists on here that you read and signed off on at the end.

Ms. Miarecki: Ok.

Mr. Coelho: Those are what you're gonna be held responsible for.

Ms. Miarecki: Ok.

Mr. Coelho: So, violating those combined with neighbor complaints, could lead to you coming back in front of us.

Ms. Miarecki: Ok.

Mr. Coelho: Which is not a great way to spend Thursdays. Ok, I'm sorry Doug, would like to read…

Mr. Carpenter: Doug?

Mr. Coelho: Jeez, Ray.

Ms. Houle: Ray, Ray.

Mr. Phoenix: ---

Mr. Coelho: I normally write everyone's name down on top of the, it's only been like 12 years, but, Ray.

Mr. Phoenix: Before I remake the motion, there is someone that just came into the call. I don't know if they're calling about this issue. You might want to just check on that.

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Mr. Coelho: Hello? Is this related to 38 Harris Lane?

Ms. Benjamin: Yes, it is.

Mr. Coelho: Do you have a question for the applicant?

Ms. Benjamin: I do have a question for the applicant.

Mr. Coelho: Ok, state your name and address for the record please.

Ms. Benjamin: Sure, this is Joanne Benjamin of 18 Harris Lane, and I do.

Mr. Coelho: Ok, so you can ask it through me the Chair.

Ms. Benjamin: So, it's 18 Harris Lane and this is Joanne Benjamin.

Mr. Coelho: I'm sorry.

Ms. Benjamin: This is Joanne Benjamin.

Mr. Coelho: Ok.

Ms. Benjamin: 18 Harris Lane.

Mr. Coelho: Yup.

Ms. Benjamin: My question would be is, right now she's telling me that she only wants to do two orders a day. My concern would be, right now her children are small and she's only doing two orders a day, and what will the increase will be over time? Is she going to start doing 15 people a day? You know, is she gonna start upping her orders and then we're gonna have traffic here. She's gonna put up a sign. That would be my concern.

Mr. Coelho: She's allowed to put up a non-lit sign that's two square feet diameter by right. So, it'd be a non-lit…

Mr. Phoenix: In area.

Mr. Coelho: …in area. I'm sorry, did I say diameter? Non-lit. As far as the traffic goes, I mean, she's not planning on opening up a bakery with cases and things of that nature in her own house at this point. I would hope if she was that successful, she'd look to do a real business, but maybe we need to qualify our motion a little bit more.

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Mr. Phoenix: I think instead of doing that though Chris…

Mr. Coelho: Yup.

Mr. Phoenix: …the provisions that we already have in the special permit and the home occupation in particular, already kind of protect against that. We've got a number of criteria, for instance, that the use will not constitute a nuisance by reason of unacceptable air, water pollution, excessive noise or visually flagrant structures and accessories, and the use is not a serious hazard to abutters, vehicles, or pedestrians. Adequate and appropriate facilities will be provided for the proper operation of the proposed use, including special attention to safe vehicular circulation on the site and at the intersection with abutting streets. There's a lot of other similar language in those criteria. There's 26 of them in all that already cover that. So, if the traffic ends up being more intense, it's gonna be violating what we already have in place. My concern would be that we're gonna try and limit the number of customers, it could be a situation where let's say, she has multiple customers which she's going to be taking one trip out of the house to go and deliver those things. I think we start getting into a weird territory where then we have to start doing the calculus of how many trips can she make versus having customers come when we already have that written into the Bylaw.

Ms. Benjamin: I just, you know, all of a sudden, it's, you know, three years from now it's 50 people coming out of her home.

Mr. Coelho: And again, she signed, we have checklists that address these things, and she's read them and understands them. And you, as a neighbor, should this violate those provisions, can certainly return a complaint to us with some verifiable documentation and we can have her come back in and revoke this if she violates those.

Ms. Benjamin: So those 26 provisions that she's agreeing to, where do I get a copy of that?

Mr. Coelho: You can find them on the Town's, the Planning Board's website underneath home office home occupation. Is that correct? It's a bundle, right?

Mr. Stefancik: It should be. I don't know if the checklists are with it, but the applications are there.

Mr. Coelho: Are the checklists part of the application package Ray?

Mr. Stefancik: They are. We hand them out with it. I'm not sure if it's updated on the website.

Mr. Phoenix: --- put the documentation together, I didn't package it to go online.

Mr. Coelho: Oh, ok.

Mr. Phoenix: I'm looking right now.

Mr. Coelho: And if not, you can certainly call the office and they might be able to email you the checklists.

Ms. Benjamin: Ok, thank you.

Mr. Coelho: It is public information, so.

Ms. Benjamin: Alright, thank you.

Mr. Coelho: Ok, and again, you know, we're taking her word for this and if I was a business person.

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Ms. Benjamin: I moved on a cul-de-sac not to have a lot of traffic.

Mr. Coelho: I understand that, and if I was a business person I wouldn't let the fact, and I made a really good cupcake, I wouldn't want being located in a residential neighborhood away from business to hamper my business any further. I think when she reaches a point of that, it would be sound business for her to rent a place on East Street.

Ms. Miarecki: And I am also…

Mr. Phoenix: The location for those, if you go to the Planning Board page on the Town of Ludlow Website, there's a thing you can click on for our fees and applications, I think, is how they have it labeled, forms and applications, and on that there's a section that says permit applications and instructions, the second one down is applications for home occupation, and those checklists are included in that PDF. I just double checked.

Mr. Coelho: Great.

Ms. Benjamin: Ok. Thank you so much.

Mr. Coelho: Ok, thank you. Ok, is there anybody else on the line? Nope. Hearing none, let's go back. We have a motion already or do we like to re…?

Mr. Phoenix: Let's remake it. I'll make a **MOTION** in the standard form to approve the special permit home occupation as submitted, and to close the public hearing thereafter.
SECOND Ms. Houle.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Hearing ended 8:02 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

su

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Documents: Master application

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

TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION
82 Minechoag Heights – Alyssa Almeida and Brianna Almeida
(telehealth physical therapy)
January 13, 2022

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present) *(via telephone)*
Kathleen Houle (Present)
Joshua Carpenter (Present)
Joel da Silva, Associate Member (Absent)

The hearing began at 8:04 p.m. in the Selectmen's Conference Room.

In attendance: Alyssa Almeida, Brianna Almeida

Mr. Coelho read the legal notice, reviewed the application, advised the public that the meeting is being recorded, and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: telehealth physical therapy.

Mr. Coelho: Again, being a home office, home occupation, there's very little input from other boards. It's typically very low impact so they don't have to, not really too worried about drainage 'cause your house is already built. Why don't you give us a brief description of exactly what you guys want to do, and we'll take it from there.

Ms. Almeida: Yeah, so we have a mobile physical therapy practice and we provide telehealth services as well, so we service our patients. We go to their homes to provide in person treatments and then we also have a home office where we will be providing some telehealth appointments as well.

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Mr. Coelho: And I can't imagine people requiring physical therapy are going to be coming to you that often, especially if you're mobile, right?

Ms. Almeida: Right, so we're going to their houses only. So, the only treatments and evaluations that are gonna be done within the home are all telehealth.

Mr. Coelho: Ok.

Ms. Almeida: So just the home office use for the telehealth appointments.

Mr. Coelho: Ok, I don't have any other questions. Your vehicle isn't over 10,000 lbs GVW? It's not…

Ms. Almeida: Nope.

Ms. Almeida: No. It's a regular standard car. Our own personal vehicle, so.

Mr. Coelho: I didn't know if you needed to carry any.

Ms. Almeida: Nope, we have a treatment table that, you know, it fits in the back of the car and that's about it, so.

Mr. Coelho: Sounds good to me. Anybody on this board have any other questions? There are some pictures here if you guys would like to take a look of what they're gonna be using. Hearing nothing from my fellow board members, is there anybody from the public that would wish to speak to this proposal? Nobody in the room. Anybody on the phone?

Mr. Phoenix: Still just me, and I would make mention that the supplement sheet looked like it was complete and correct as well. So, essentially, a whole lot of no's going down the page, and I think 50 square feet of area to be used or that they're looking to use for the business. With that in mind, and not hearing anything else, I'm gonna make a **MOTION** to, number one, find that this is a suitable home occupation under the Bylaw, number two, to grant the requested waiver of the full site plan in favor of a sketch and photos as prepared by the applicant, number three, to grant approval in the standard form, and number four, to close the public hearing.
SECOND Mr. Carpenter.

Mr. Coelho: Just as a point of information, these checklists you guys signed off on, pretty much the rules that you're gonna be required to follow. And if anybody drives by and sees that you're not following these rules, they can complain to us.

Ms. Almeida: Of course.

Ms. Almeida: Thank you.

Mr. Coelho: Ok, so we have a motion and a second. All those in favor?
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Hearing ended 8:07 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

su

Documents: Master application

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

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TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION
31 Nash Hill Road – Christopher Pelletier
(website/software management)
January 13, 2022

PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)
Raymond Phoenix (Present) *(via telephone)*
Kathleen Houle (Present)
Joshua Carpenter (Present)
Joel da Silva, Associate Member (Absent)

The hearing began at 8:22 p.m. in the Selectmen's Conference Room.

In attendance: Christopher Pelletier

Mr. Coelho read the legal notice, reviewed the application, advised the public that the meeting is being recorded, and gave the applicant a copy of the Turley Publications invoice. The legal notice included the description of: website/software management.

Mr. Coelho: Comments, comments from other town boards, again, being a home occupation, we normally don't get any comments from other boards. Give us a brief description of what you'd like to do. Here's some pictures of his house.

Mr. Pelletier: Yup, so it's just a home office, no signs, no employees, no nothing, just running a website doing client portal work, you know, managing client accounts on a web cloud-based system.

Mr. Coelho: --- computer services. --- even better, I agree. Trust me, the older I get the more I appreciate them. No customers. ---

Mr. Pelletier: No, no. It's just for one specific business that I'm a part owner of, so.

Mr. Coelho: All the data you're hauling around doesn't require a truck over 10,000 GVW?

Mr. Pelletier: No.

Mr. Coelho: He's got no on everything.

Mr. Pelletier: No one will even know that I'm doing anything.

Mr. Coelho: Perfect. We did have two checklists here that you read and signed off.

Mr. Pelletier: Yes, I did.

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Mr. Coelho: You understand those?

Mr. Pelletier: Absolutely.

Mr. Coelho: Again, those will be what people who see you violating could bring you back to us and you'd be doing this under more auspicious circumstances. Ok, that being said, anybody, how about we got a motion to grant the findings and waivers?

Mr. Phoenix: Well, I was just gonna say the supplement sheet looks to be in order. We've got 100 square feet and as some of these were already mentioned, but no nonresident employees and a bunch of circled no's going down the page there with no vehicle in connection with the business and the waiver request has been signed. So, with that in mind, I would make a **MOTION** to find that the home occupation as described is a suitable one under the Bylaw, and further to waive the registered site plan in favor of a sketch and photos as prepared by the applicant given the nature of the home business.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Mr. Coelho: And I'll open it up this up to the public if there's anybody, I see nobody in the room that wishes to speak against this or for this. Anybody on the phone? Hearing none, I'd be willing to entertain a motion.

Mr. Phoenix: I'll make a **MOTION** in the standard form to approve the home occupation special permit as submitted and then to close the public hearing.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Phoenix – yes; Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

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Hearing ended 8:25 p.m.

APPROVED:

Kathleen Q. Houle
Kathleen Houle, Secretary

su

Documents: Master application

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