TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
February 24, 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.

ANR – 245 & 0 Moore Street (Assessors' Map 32, Parcels 19 & 20) SNAB, LLC, Brian McLaughlin
(Proposed Lots 1 & 2; Lot 2 is an Estate Lot)

Don Frydryk of Sherman & Frydryk was present for the appointment via telephone, and Ron Riopelle was present in person.

Mr. Frydryk explained that the ANR is for proposed Lots 1 & 2, with one lot being an estate lot, with a fifty-foot wide access strip, and meets the frontage and area requirements. He noted that the other lot is a standard frontage lot in the area of the house at 245 Moore Street.

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Mr. Stefancik said that the plan met all of the ANR checklist criteria.

Mr. Queiroga: I make a **MOTION** to approve the ANR as requested by Mr. McLaughlin as it meets our requirements.
SECOND Mr. Carpenter.
4-0-1 in Favor. *(Mr. Phoenix got disconnected during the vote)*
Roll call vote: Mr. Carpenter – yes; Ms. Houle – yes; Mr. Queiroga – yes; Mr. Coelho - yes.

Documents included: Master application; Lot Division Plan – Moore Street - Plan of Land in Ludlow, MA prepared for (owner) SNAB, LLC (1/26/2022)

PUBLIC HEARING – SPECIAL PERMIT / ESTATE LOT – 245 & 0 Moore Street (Assessors' Map 32, Parcels 19 & 20) SNAB, LLC, Brian McLaughlin
(estate lot)

SEE ATTACHED MINUTES

ANR – 0 Lyon Street (Assessors' Map 20, Parcel2 & Map 7, Parcel 25) Thomas L. Engwer, III
(to create two Estate Lots from existing 35-acre parcel)

Thomas Engwer was present for the appointment.

Mr. Stefancik said that he reviewed the plan and that it met the ANR checklist criteria.

Mr. Engwer commented that he's looking to build a single-family home and divide off a parcel for another single-family home for Mr. Sosa.

Mr. Phoenix: I will add a **MOTION** in the standard form to endorse the ANR.
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; Plan of Land – Lot Division Plan in Ludlow, Mass – Prepared for Thomas L. Engwer, III – Lyon Street (January 28, 2022)

Mail Item #08 – Email from Daniel J. DesPlaines re: Dangerous road near Starbucks (forwarded from Ellie Villano)

Mr. Stefancik remarked that the Safety Committee has been handling the situation and are working with the State and the Engineering Department. Mr. Phoenix stated that at the Safety Committee meeting, the Planning Board was getting blamed for not being proactive enough when the businesses went in. He said that a traffic study was done at the time that the applications were submitted for the businesses. The conversation will be continued until the next meeting.

PUBLIC HEARING – SPECIAL PERMIT / ESTATE LOT – 0 Lyon Street (Assessors' Map 20, Parcel 2 & Map 7, Parcel 25) Thomas L. Engwer, III (two estate lots)

SEE ATTACHED MINUTES

Mail Item #09 – Pioneer Valley Planning Commission (PVPC) 2023 to 2027 Transportation Improvement Program

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Mr. Coelho suggested that maybe the Town can look for help regarding the road concerns at the Starbucks intersection at Center Street. Mr. Stefancik will look further into the program.

File Mail Item #10 – Bridge replacement – Piney Lane over Broad Brook – from Adam P. Zysk, Dewberry Engineers Inc.

File Mail Item #11 – Articles for the May 9, 2022 Special Town Meeting within the Annual Town Meeting Warrant from Ellie Villano, Town Administrator

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Change of Occupancy - Chris Pelletier (The Watch Wellness Group, Inc.) – 104 Moody Street (from engineering services to wellness center) *(taken out of consent agenda)*

Mr. Phoenix remarked that he had concerns over the change of use for the property about an increase in traffic. Mr. Stefancik said that the site plan on file shows 116 parking spaces with 6 handicap spaces, and that it is part of a complex comprised of three separate buildings with ample parking. Coelho stated that he has been to the property several times and that there is more than enough parking at that location, and that he feels that this new business will be a lot less impactful from a traffic and a business perspective.

Mr. Phoenix: Why don't we handle it separately, and just understand that if there's any issue that does come up as a result of the parking on the off chance that does happen, they're gonna have to come in and update the site plan and call things out a little bit more clearly. So, I'll make a **MOTION** to approve the Change of Occupancy on that condition.
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.

Change of Occupancy - Pierre Fradette (Higher Learning Supply Co.) – 592 Center Street (from security/electrical services to business offices) *(taken out of consent agenda)*

Mr. Stefancik explained that this is the former Manganaro office complex on Center Street, and that Mr. Fradette just bought the building and intends to use the entire building as offices. He also said that he explained to Mr. Fradette that if he intended to change the use at all or do anything other than that what it currently is (office space), that he would need to come in and update the site plan.

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Mr. Phoenix: I'll make a **MOTION** 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 07. - Legal Notices from surrounding communities
- APPROVE/SIGN Minutes of January 13, 2022 & January 27, 2022
- APPROVE Change of Occupancies:
  - Robert Roccanti (Raspberries Records) – 207 Winsor Street (from gift shop to record/media store)
- SIGN Special Permits:
  - Michael Spera – 657 Fuller Street (contracting business)
  - Dan Gerasimchuk – 715 West Street (home improvement business)

- Matthew & Stephanie Nay – 186 Lyon Street (Accessory Apartment – 800 S.F.)
- Steffanie Rodrigues – 41 Berkshire Street (real estate appraisal)
- Braidy Miarecki – 38 Harris Lane (cottage bakery)
- Alyssa & Brianna Almeida – 82 Minechoag Heights (telehealth physical therapy)
- Christopher Pelletier – 31 Nash Hill Road (website/software management)
- Shawn & Leigh Peabody – 297 West Street (Accessory Apartment – 536 S.F.)

CANNABIS FACILITIES

Mr. Stefancik reviewed the Marijuana Bylaw Timeline with the board members. Mr. Phoenix suggested that a public meeting be held in May, before the actual public hearing, so that any public comments can be worked into the draft Bylaw at the hearing, if applicable.

The conversation will be continued until the next Planning Board Meeting.

Documents included; Marijuana Bylaw Timeline; Draft Medical Marijuana Bylaw; City of Holyoke Marijuana Facilities Bylaw; City of Westfield Marijuana Establishments Bylaw

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Mr. Coelho: Doesn't look like there's anything else in front of this Board, at this point I'll be willing to entertain a MOTION to adjourn that is.
Mr. Carpenter: Mr. Chairman, **MOTION** to adjourn.
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.

Meeting adjourned at 7:50 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

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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 / ESTATE LOT
245 & 0 Moore Street (Assessors' Map 32, Parcels 19 & 20)
SNAB, LLC, Brian McLaughlin
(estate lot)
February 24, 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 7:05 p.m. in the Selectmen's Conference Room.

In attendance: Don Frydryk – Sherman & Frydryk (via telephone), Ron Riopelle, 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: estate lot.

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Mr. Coelho: Right now, I am going to, well first of all, Mr. Frydryk or Sherman, who's here?

Mr. Riopelle: Don Frydryk.

Mr. Frydryk: Don Frydryk.

Mr. Coelho: Ok Mr. Frydryk, I thought so. Why don't you give us another description on, well this is just a…

Mr. Queiroga: It's the same two, yeah.

Mr. Coelho: …this is the same as last. Well for the record, why don't you just go through it again, this way we have it in the record.

Mr. Frydryk: Sure. Again, it's proposed Lots 1 & 2 on the westerly side of Moore Street. Lot 2 is an estate lot with the reduced frontage and more than double the area of the required lot in this district. Lot 2 is a standard, or sorry, Lot 2 is the estate lot, Lot 1 is the standard lot. We do have a driveway plan which was also a Notice of Intent plan that shows the access to the rear portion of the lot. We're obviously looking for your approval of special permit that we meet the requirements for the estate lot.

Mr. Coelho: We have a memo here, I'm gonna go into reading comments from other boards and departments. Memo from the Planning Board, specifically Doug, says the site plan meets all

the requirements for estate lot. The Assessors have no comment. Name and title, they wrote Assessors on this? I like names and titles. I did this with DPW. You know, it doesn't matter here, but you know, I think if you're gonna sign something we need a name on it. Board of Health.

Mr. Stefancik: I'll tell Maria.

Mr. Coelho: All set with the Board of Health. No comments or concerns, Andrea Crete, Health Agent. *To whom it may concern,* this is from the Fire Department: *The special permit for the estate lot has been reviewed for compliance and the Ludlow Fire Department has no requirements at this time. Please note any omissions or missed items during this plan review does not relieve the owner or contractor from meeting all applicable codes laws, regulations, and standards as they apply to construction, maintenance, or use of this building. Please feel free to contact this office if you have any questions or concerns regarding this matter. Respectfully, Captain Seth M. Falconer, Fire Prevention Officer.* The Department of Public Works: *Access strip appears to go through wetlands. See Ludlow Conservation Commission and follow instructions on work. Jim Goodreau, Assistant Town Engineer.* I'm assuming you're near wetlands, so you probably have had…

Mr. Riopelle: Correct. --- right there.

Mr. Coelho: Have you spoken with the Conservation Commission yet?

Mr. Riopelle: Yes.

Mr. Coelho: And they've…

Mr. Frydryk: We do have an Order of Conditions issued for the project already.

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Mr. Coelho: Ok, so that's good. And you're, that's documented, and you guys are gonna comply.

Mr. Frydryk: Yup.

Mr. Phoenix: I'm pretty sure this goes without saying, or at least it should, but just so that it's part of the record, the plan as submitted meets any and all criteria that are part of that Order of Conditions, correct?

Mr. Frydryk: They issued the Order of Conditions based on our plan, so when they do the construction they will have to meet all the requirements of the Order of Conditions.

Mr. Phoenix: Ok, thank you.

Mr. Coelho: Ok, so that's all the comments from other boards. I'll take any questions from the Planning Board at this time.

Mr. Phoenix: I don't really have any questions, I'm glad that we were able to hear from the applicant as far as what the outcome was with ConsCom. The only concern that I have is that we don't have any documented from them, but considering they didn't submit anything to us, that's

kind of taken as no comment. So, a little bit of a grey area for my comfort level, but it is what it is. Just would have been better to get comments back.

Mr. Coelho: Duly noted. Being a public hearing, I'm gonna open this up to the public. If anybody has any questions for the applicant, please address them through the Chair. Does anybody, state your name and address as well before you ask. No questions here, is there anybody on the phone that has any questions or comments? Once again, anybody on the phone have any questions or comments? Hearing none, I'd be willing to entertain a motion to approve the special permit for the estate lot.

Mr. Queiroga: Mr. Chairman?

Mr. Coelho: Mr. Queiroga.

Mr. Queiroga: I **MOVE** to approve the special permit for Mr. McLaughlin at Parcels 19 & 20 under 7.o.4 a-m with the condition that the special permit will run with the property and not with 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. 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.

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Hearing ended 7:13 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

su

Documents: Master application; Comments from Town Boards/Departments; Lot Division Plan – Moore Street - Plan of Land in Ludlow, MA prepared for (owner) SNAB, LLC (1/26/2022)

(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 / ESTATE LOT
0 Lyon Street (Assessors' Map 20, Parcel 2 & Map 7, Parcel 25)
Thomas L. Engwer, III
(two estate lots)
February 24, 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 7:22 p.m. in the Selectmen's Conference Room.

In attendance: Thomas Engwer III, 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: two estate lots.

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Mr. Coelho: And again, for the record, why don't you describe what you're doing over here. Now we're in a public hearing, so.

Mr. Engwer: I bought the parcel to erect a single-family home for me and my family and upon doing so, I was speaking with Mr. Sosa and he would like to do the same. So, we would like to divide off a piece I can deed to Mr. Sosa, which is him, and he will also put up a single-family home.

Mr. Coelho: Ok. Alright, now I'm gonna go ahead and let everybody know that the application here is filled out in full, the fees have been paid. The Conservation Commission: *Any building lot on D1 within 100 feet of the wetlands will need a Notice of Intent.* So, you'll need to include the Conservation Commission before you start building.

Mr. Engwer: Right.

Mr. Coelho: Memo from the Town Planner, Doug: *The site plan meets the requirements for the estate lot.* Assessors have no comment. Once again, name and title is Assessor. The Board of Health has no comments or concerns, Andrea Crete, Health Agent. Fire Department: *The special permit for two estate lots has been reviewed for compliance and the Ludlow Fire Department has no requirements at this time. Please note any omissions or missed items during this plan review does not relieve the owner or contractor from meeting all applicable codes laws, regulations, and standards as they apply to the construction, maintenance, or use of this building. Please feel free to contact this office if you have any questions regarding this matter.*

Respectfully, Captain Seth M. Falconer, Fire Prevention Officer. Department of Public Works, Jim Goodreau has no comments. Ok, that's other boards. Does anybody on the Planning Board have any questions for the applicant? Hearing none, I'm gonna open this up to the public for comment because it is a public hearing. Does anybody here like to speak?

Mr. Maloni: Yeah, I have a question.

Mr. Coelho: You're gonna have to state your name, address.

Mr. Maloni: Jeremiah Maloni, 1173 Lyon Street.

Mr. Coelho: Ok.

Mr. Maloni: Is it the plot of land in the back to the left, that part of it?

Mr. Coelho: Why don't you go up there and describe for the people that haven't had time to digest these drawings.

(multiple people talking about location of parcel on plan)

Mr. Maloni: What's the deal with the setback on the driveways?

Ms. Houle: For estate lots?

Mr. Maloni: Yeah, I mean, just 'cause, you know, I'm right here.

Mr. Stefancik: They need to be ten feet from, for a driveway from the other parcels. They need to be twenty feet, a twenty-foot setback as a side yard.

Mr. Maloni: Ok.

Mr. Coelho: And that's what that line indicates.

Mr. Engwer: This line's a forty-foot buffer.

Mr. Stefancik: And if it's forty.

Mr. Coelho: Those lines are forty?

Mr. Engwer: Forty.

Mr. Coelho: So, they went over and above our specifications.

Mr. Maloni: Alright, that was my question 'cause I had three people trespassing today from the estate lot back there. So, I don't know if it was you guys or someone else.

Mr. Engwer: We ran over there today, but.

Mr. Coelho: Ok, Mr. Sosa?

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Mr. Sosa: No questions.

Ms. Engwer: No questions.

Mr. Coelho: No questions. Anybody on the phone have any questions?

Mr. Phoenix: Nobody here but me.

Mr. Coelho: Ok, that being said, I think this meets our criteria.

Mr. Carpenter: Mr. Chairman.

Mr. Phoenix: I'll make a **MOTION** in the standard form to approve the Special Permit Estate Lot 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 7:27 p.m.

APPROVED:

Kathleen J Houle
Kathleen Houle, Secretary

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Documents: Master application; Comments from Town Boards/Departments; Estate Lot Special Permit Plan in Ludlow, Mass prepared for Thomas L. Engwer, III – Lyon Street (January 28, 2022)

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