TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
April 28, 2022

PLANNING BOARD MEMBERS

Joseph Queiroga – Chairman (Present)
Raymond Phoenix – Vice Chairman (Present)
Christopher Coelho (Present)
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 – 53 Bridle Path Circle (Assessors' Map 11C, Parcel 96) Lyn Fioravanti (office for off-site baking business)

SEE ATTACHED MINUTES

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Parking in Fire Lane at Big Y (response from Big Y)

Mr. Phoenix remarked that according to the plan submitted from Big Y, they are suggesting to put the (My Picks delivery) parking on the side of the building directly adjacent to Cherry Street. He said that his concerns with that would be the sidewalk, the street tree that's over there, possibly another curb cut if the truck needs to pull out, and the line of sight being obstructed by the truck at Cherry Street.

Mr. Phoenix also said that there have been other trucks, such as propane delivery, that are parking in the fire lane. He remarked that Big Y needs to not encourage parking in the fire lane in order to expedite their business and noted that their site plan includes loading docks for deliveries in the back of the building for all of the businesses located there.

Mr. Queiroga mentioned that he would like to see the area in person to see if Big Y is actually giving the Planning Board a solution that would work or not.

Mr. Coelho **MOVED** that we send Big Y a letter saying that off loading and loading in the fire lane is a violation of their site plan and all their loading is to be done at the loading docks. If they want to propose a different situation to us, then we can forward this letter to the Safety Committee, to the Fire Department and to the Police Department, and to Engineering to review this proposal and see what they have to say, but until then, they are in violation.
SECOND Mr. Phoenix.
5-0-1 in Favor.
Roll call vote: Mr. Carpenter – yes; Mr. Phoenix – yes; Mr. Coelho – yes; Ms. Houle – yes; Mr. Queiroga – abstain.

Documents included: Email from Lori Bryant of Big Y Foods to Doug Stefancik (April 25, 2022); Plan MP-1 Ludlow Shopping Center (Jan 12, 2001)

Fence at Festa

Mr. Phoenix remarked that he had some questions about the fence that was on the advertisements for the Festa this year, whether it was called out on any of the plans on file, if it was going to be temporary or a permanent fence, where access going through the fence would be, and if it would have any impact on traffic and parking at the fair.

Mr. Queiroga noted that he spoke with the parish and that the fencing will be temporary, and that there will be a two-dollar entry fee for the Festa this year which is why they are putting up a fence. He also said that he asked the parish what kind of fencing it will be and where it will be located, and that the (foot) traffic will be channeled between the church and the office at the church. Mr. Queiroga will notify the Board of the kind of fence and location when he finds out from the parish.

Mr. Carpenter commented that there hasn't been a discussion about cannabis recently and if there was an update available.

Mr. Stefancik said that he is trying to schedule an attorney and the Easthampton Planner to come in to speak with the Board at the next meeting.

The Board discussed the possibility of doing a survey to get the opinion of the residents, but Mr. Phoenix said that public engagement is usually low, and not really reflective of the community at large. Mr. Coelho noted that a bylaw change with a public hearings and town meeting should engage the public interest.

Mr. Stefancik will start working on a draft bylaw for review.

Mr. Queiroga asked the board members their opinion on the use of the Mills for cannabis as a possible growth facility. Mr. Phoenix remarked that Westmass would have to come in for that request.

File Mail Item #23 – Reorganizations of Town Boards

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CONSENT AGENDA:

The Board approved the Consent Agenda under unanimous consent.

- FILE Mail Item 22. - Legal Notices from surrounding communities
- APPROVE Change of Occupancy:
  - Joseph F. White III (Leo's Glassworks) – 1327 East Street (change of ownership)

Mr. Carpenter: Mr. Chairman, hearing nothing against the consent agenda, I will make a **MOTION** to adjourn our meeting at 7:36.
SECOND Ms. Houle.
5-0 in Favor.

Meeting adjourned at 7:36 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.)

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TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SPECIAL PERMIT / HOME OCCUPATION
53 Bridle Path Circle – Lyn Fioravanti
(office for off-site baking business)
April 28, 2022

PLANNING BOARD MEMBERS

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

The hearing began at 7:02 p.m. in the Selectmen's Conference Room.

In attendance: Lyn Fioravanti

Mr. Queiroga read the legal notice. The legal notice included the description of: office for off-site baking business.

Mr. Queiroga: Why don't you, Lyn, why don't you tell us exactly what you want to do?

Ms. Fioravanti: Well, I have a space in my home for an office and I use that office for taking care of the business side of my business. I own a, it's called Baker's Lane Biscotti. It's an Italian cookie business. I make pizzelles and biscotti. I bake them out of my church's kitchen because it's a certified kitchen and that's in Monson. So, I don't do any baking, any storage in my home. Everything is done at the church, so.

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Mr. Queiroga: It's just an office, right?

Ms. Fioravanti: Exactly. Yup, it's a spare bedroom that's an office.

Mr. Queiroga: Ok.

Ms. Fioravanti: So, there was no construction or anything.

Mr. Queiroga: Ok, also advise anybody watching, and Lyn, that cameras are recording and that we do have a bill from Turley Publications. If you have a check you can leave it today…

Ms. Fioravanti: I do.

Mr. Queiroga: …if not, you can send it directly to them.

Ms. Fioravanti: I have it.

Mr. Queiroga: Ok.

Ms. Fioravanti: I just need to know the amount.

Mr. Coelho: Here you go.

Ms. Fioravanti: Oh, thank you.

Mr. Phoenix: Mr. Chairman, from the application supplement, we have the total area of the home is 1,200 square feet. The area to be used for the home occupation is 152 square feet. We show that there will be no non-resident employees. Shows that the applicant is looking to have signage for the business at the property. You are aware that the signage has to be under two square feet and cannot be lighted, correct?

Ms. Fioravanti: Yes.

Mr. Phoenix: And you will need to get a signed permit from the Building Department for that as well. As far as will there be customers at the house, we have a maybe. We have no deliveries unlike a normal residence, and no changes to the site that would make it look less residential. As far as a vehicle, we have listed, it'll be her personal vehicle which is about 3,000 pounds GVW. We also do have a signed request for the waiver of the full site plan in favor of a sketch and photos as has been provided by the applicant. I guess I would just ask, as far as that maybe for the customers at the house, what are you envisioning that would look like if you did have customers coming to the house?

Ms. Fioravanti: It would only be someone's personal vehicle coming to pick up an order. So, if someone lives in Ludlow and I have the cookies in Monson, I can bring them, and they can pick them up in Ludlow instead of them going to Monson. That would really be the only thing.

Mr. Phoenix: Ok, but not a whole lot of in and out or anything like that.

Ms. Fioravanti: Oh no, maybe once or twice a month. I mean, it's really, you know, minimal.

Mr. Phoenix: With that said, I would make a **MOTION** to find that the home occupation as the applicant's described is a suitable one under the Bylaw, and also to grant the waiver of the full plan in favor of the sketch and photos as has been provided.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Carpenter – yes; Mr. Phoenix – yes; Mr. Coelho – yes; Ms. Houle – yes; Mr. Queiroga – yes.

Mr. Queiroga: I don't know if I told you there are cameras recording this.

Ms. Fioravanti: Yes.

Mr. Queiroga: So, you know that, both in the oral form and the ---. Would somebody make a finding of a waiver?

Mr. Phoenix: We already did that.

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Ms. Houle: We just did that.

Mr. Coelho: We did that.

Mr. Queiroga: We did that already? Now is there, you brought out a lot of people. Doesn't look like anybody is there.

Mr. Phoenix: Doug might be trying to do the same thing I'm doing. There's nobody else in the virtual room. Did you just want to ask if there's any public comment from the people?

Mr. Queiroga: There are none. There's no public comment that I have.

Mr. Phoenix: Hearing nothing for comments or questions from anybody else, does anybody on the Board have anything else before I make a motion?

Mr. Queiroga: Nope.

Mr. Phoenix: Hearing nothing there, I will make a **MOTION** to grant the Special Permit in the standard form and to close the public hearing.
SECOND Mr. Carpenter.
5-0 in Favor.
Roll call vote: Mr. Carpenter – yes; Mr. Phoenix – yes; Mr. Coelho – yes; Ms. Houle – yes; Mr. Queiroga – yes.

Hearing ended 7:08 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).