

Planning Board Meeting
(meeting is being recorded)

On Thursday, November 25, 2014 the Holyoke Planning Board held a Public Meeting in the 4th Floor Conference Room, City Hall Annex, Holyoke City Hall, Holyoke, MA 01040 at 5:00 p.m.

Attendance:**Planning Board**

Mimi Panitch	Chairman
Christian LaChapelle.....	Vice-Chairman
Mark Joy.....	Secretary
John Kelley.....	Member

Planning Staff

Marcos Marrero.....	Director
Jeffrey Burkott	Principal Planner
Claire Ricker	Senior Planner
Sharon Konstantinidis.....	Head Clerk

Stormwater Authority

Dave Moore	Chairman
Jose Garcia	Member
Matthew Sokop	City Engineer

Others Present

John Furman	Vanesse Hangen Brustlin, Inc. (VHB)
Richard Marcotte	604-606 Main Street
Brian Marcotte	Marcotte Ford, 1025 Main Street
Mike Marcotte	Marcotte Ford, 1025 Main Street
Mike Filomena	Marcotte Ford, 1025 Main Street
Mike Ryan	936 Main Street

Others Present

John Redmond	Shield Hotel
Brian Laflamme	Laflamme Trucks
Mark Beauregard	Resnic, Beauregard, Waite
Bill Canon	Landscape Architect, Easthampton
Mark Reed	Heritage Survey's, Southampton
Kevin Shea	Architecture EL, East Longmeadow

OPEN

MIMI PANITCH called for a motion to open the Planning Board meeting at 6:02 p.m. A motion was made by MARK JOY and seconded by JOHN KELLEY. The motion carried 4-0.

ZONE CHANGE/ SITE PLAN REVIEW/ SUBDIVISION /SPECIAL PERMIT

1. **Site Plan Review Section 10 - 933 Main Street, LLC, Marcotte Commercial Service, 933 Main Street**
Public Hearing closed.
2. **Special Permit–Section 4.6.3.2 Exceed the Fence Height, 933 Main Street, LLC**
Public Hearing closed.
3. **Special Permit–Section 6.1.7 Reduction of Parking, 933 Main Street, LLC**
Public Hearing closed.
4. **Site Plan Review–Section 10 –Shield Hotel Management, Holyoke Hotel, 245 Whiting Farms Road**
Public Hearing continued to January 13, 2014 at 7:30 p.m.
5. **Special Permit–Section 5.4 Multiple Principal Structures, Shield Hotel Management**
Public Hearing continued to January 13, 2014 at 7:30 p.m.
6. **Zone Change Petition Continuation (10/28/14) – Sections Related to Auto Related Uses**
Public Hearing continued to January 13, 2014 at 6:30 p.m.

PLANNING BOARD BUSINESS**A) Project Updates/Old Business/New Business**

Rail Platform – MARCOS MARRERO stated that the Richard Mei structure has been torn down, the underground two tanks have been removed, the HG&E has turned off the utilities . Construction of the platform is expected to begin December 15, 2014 and the 1st phase construction will begin by Spring 2015. The total cost of the entire project is anticipated to be at \$4.6 million dollars.

Mt Tom Power Plant Re-Use Study – MARCOS MARRERO stated that the Chair of the Planning Board serves on the Citizens Advisory Group adopted in 2011 to look at the reuse of the power plant site. A kick off meeting is scheduled for December 3, 2014 at 6 p.m. at the Holyoke Transportation Center.

216 Appleton Street – MARCOS MARRERO stated that the clean up is complete and a project is forthcoming.

B) Meeting Schedule

The next Planning Board meeting scheduled was as follows:

December 9, 2014: Zoning Ordinance Amendment continuation - Special Permits, Lyman Terrace Site Plan Review continuation, and Pride Site Plan Review.

December 23, 2014: The Board agreed that there would be no meeting held.

C) Minutes

A motion was made by JOHN KELLEY and seconded by CHRIS LACHAPELLE to approve the meeting minutes of October 28, 2014. The motion carried 3-1 (Mini Panitch abstained).

D) Other Business

Job Descriptions – MARCOS MARRERO stated that a salary survey was conducted about a year ago in an effort for City employee salaries to be comparable with the surrounding communities. Job descriptions were amended to reflect the current tasks. JEFFREY BURKOTT stated that final comments were due by December 9, 2014, if the Board wished to submit.

Complete Street Ordinance – CLAIRE RICKER stated that a Complete Street Ordinance created by the Bike and Pedestrian Committee would be presented to the Ordinance Committee. She read the goals and objectives of the Committee as set forth by the City Council. The Committee consists of two City Councilors, Mass in Motion Coordinator, State Rep Vega, Food & Fitness Policy Council, and representatives from the Mayor's Office, DPW, Fire Department, Planning & Economic Development, and 5 members of the community. Within the State's Transportation Bond Bill, funding was allocated (but not funded) for communities with a Complete Street Ordinance. If approved by the City Council, the Complete Street Ordinance would be the first Ordinance of its kind in Western Mass. The Ordinance reads that the City would consider within the public right of way all modes of transportation and users equally. The Master Plan of 1999, the Downtown Pedestrian Plan, and the Bicycle Needs Assessment of 2013 all mention a Complete Street Ordinance.

E) Correspondence

There was no correspondence to come before the Board.

Recess

MIMI PANITCH, at 6:27 p.m., called for a motion to recess the Planning Board Meeting for the purpose of attending the Joint Public Hearing with the City Council Ordinance Committee. A motion was made by JOHN KELLEY and seconded by MARK JOY. The motion carried 4-0.

Resume

MIMI PANITCH, at 8:31 p.m., called for a motion to reopen the Planning Board Meeting for the purpose of discussing the Marcotte Ford Public Hearings. A motion was made by MARK JOY and seconded by JOHN KELLEY. The motion carried 4-0.

ZONE CHANGE/ SITE PLAN REVIEW/ SUBDIVISION /SPECIAL PERMIT

1. Site Plan Review – 933 Main Street, LLC, Marcotte Commercial Service, 933 Main Street

A draft Notice of Decision was submitted to the Board for view and discussion.

MARK JOY recommended a Condition #12 to read that ramps and sidewalks to be installed should include the appropriate concrete ADA ramps including warning panels at both driveways.

JOHN KELLEY made a motion to approve the Site Plan Review with Conditions for Marcotte Commercial Service to be located at 933 Main Street. CHRIS LACHAPELLE seconded the motion.

2. Special Permit--Section 4.6.3.2 Exceed the Fence Height, 933 Main Street, LLC

A draft Notice of Decision was submitted to the Board for view and discussion.

MIMI PANITCH stated that the proposed height of 6 feet was acceptable as there was a need for security for the business and its customers. The applicant had taken into account the needs of the neighborhood with the proposed decorative fencing in the front yard (easterly side).

MARK JOY stated that the proposed fence was esthetically complimentary to the neighborhood.

JOHN KELLEY made a motion to approve the "Special Permit to Exceed the Fence Height" with Conditions. The motion was seconded by MARK JOY. The motion carried 4-0.

3. Special Permit—Section 6.1.7 Reduction of Parking, 933 Main Street, LLC

A draft Notice of Decision was submitted to the Board for view and discussion.

JOHN KELLEY stated that the proposed parking reduction was acceptable due to the nature of the commercial retail traffic to be repaired at the facility.

MARK JOY stated that the 54 parking spaces proposed was adequate considering that 12 are double in length than what is required.

JOHN KELLEY made a motion to approve the "Special Permit to Exceed the Fence Height" with Conditions. The motion was seconded by MARK JOY. The motion carried 4-0.

Recess

MIMI PANITCH, at 8:45 p.m., called for a motion to recess the Planning Board Meeting for the purpose of opening the Public Hearing for Site Plan Review regarding the Holyoke Hotel. A motion was made by JOHN KELLEY and seconded by CHRIS LACHAPELLE. The motion carried 4-0.

Resume

MIMI PANITCH, at 9:19 p.m., called for a motion to reopen the Planning Board Meeting. A motion was made by CHRIS LACHAPELLE and seconded by JOHN KELLEY. The motion carried 4-0.

Adjournment

There being no further business to come before the Planning Board, MIMI PANITCH, at 9:20 p.m., called for a motion to close the Planning Board Meeting. A motion was made by JOHN KELLEY and seconded by MARK JOY. The motion carried 4-0.

Respectfully submitted,



Mark Joy, Secretary