

**Joint Public Hearing Minutes**  
**Planning Board and Stormwater Authority**  
**SITE PLAN REVIEW and SPECIAL PERMIT, MULTIPLE PRINCIPAL STRUCTURES, STORMWATER PERMIT**  
**HOLYOKE HOTEL, 245 WHITING FARMS ROAD**  
 (meeting is being recorded)

On Tuesday, November 25, 2014, the Holyoke Planning Board held a Joint Public Hearing with the Stormwater Authority regarding a Site Plan Review, Special Permit, and Stormwater Permit for Holyoke Hotel submitted by Shield Hotel Management for the property located at 245 Whiting Farms Road. The Hearing was held following the 7:30 Site Plan Review regarding Marcotte Commercial Service in the 4<sup>th</sup> Floor Conference Room of the City Hall Annex, 20 Korean Veterans Plaza, Holyoke, Massachusetts.

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

MIMI PANITCH, at 8:48 p.m., called for a motion to open the Planning Board Public Hearing. A motion was made by JOHN KELLEY and seconded by MARK JOY. The motion carried 4-0.

JOHN FURMAN stated that on November 15, 2013 a generic footprint plan for a Hotel and Restaurant Center and Master Plan was approved by the Planning Board with a condition that any substantive changes would require an amendment. The proposed plan was significant enough to require a complete new site plan. The current proposal changes the use of the building known as Rest.2/Comm1-4 from restaurant use to 5600+/- square foot of additional retail space which was not part of the initial submittal.

JOHN FURMAN reviewed a memorandum which identified the changes to the approved plan (See VHB memo dated November 6, 2014), and the proposed site generated traffic summary (page 15 and 16 of the Development Impact Report).

MR. FURMAN stated that:

- the Stormwater System and drainage outlets had remained unchanged. (See Stormwater Supplement 8-15-14)
- A correspondence was received (11/20/2014) from the Conservation Director noting that the changes would not encroach upon the resource areas.
- An email from the City Engineer dated 11-21-2014 requested that bike racks be included on the plans which were illustrated on the original submittal and those details would be forthcoming.
- A second access on Lower Westfield Road was requested by the Fire Captain (see 11/19/2014 email) to prevent bottleneaking. An application was resubmitted to MassDOT for an "Emergency Vehicle Only" entrance and discussions are ongoing with the adjacent fueling station property owner to obtain legal access. There are two existing, and proposed, means of egress for the Fire Department.
- An updated Lighting Plan and Landscaping Plan were forthcoming.
- 298 parking spaces are required, while 324 spaces are proposed. Since the initial submittal, a proposed tenant has requested that additional parking spaces be provided in front of the building known as Rest.2/Comm1-4 which yielded an additional 15 parking spaces totaling 339 parking spaces.

JEFFREY BURKOTT stated that due to additional outstanding information to be submitted, the Applicant has requested a continuance of the Site Plan Review and Special Permit Hearings.

JOHN FURMAN stated that updated plans would be forthcoming. JEFFREY BURKOTT stated that (1) large set of plans and (1) 11x17 would be sufficient.

JEFFREY BURKOTT asked if the plans could be amended to include a crosswalk to connect all the buildings for pedestrian safety. JOHN FURMAN reviewed the plans and would include crosswalks.

**Adjournment**

MIMI PANITCH, at 9:20 p.m., called for a motion to continue the Public Hearing until January 13, 2014 at 7:30 p.m. A motion was made by JOHN KELLEY and seconded by MARK JOY. The motion carried 4-0.

Respectfully submitted,



Mark Joy, Secretary  
Holyoke Planning Board