Planning Board Meeting
(meeting is being recorded)

On Tuesday, February 10, 2015 the Holyoke Planning Board held a Public Meeting in the 4th Floor Conference Room, City Hall Annex, Holyoke City Hall, Holyoke, MA 01040 at 600 p.m.

Attendance:

Planning Board

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

Planning Staff

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

Others Present

Edward Owens	120 Front Street

OPEN

MIMI PANITCH called for a motion to open the Planning Board meeting at 6:03 p.m. A motion was made by EILEEN REGAN and seconded by JOHN KELLEY. The motion carried 5-0.

PLANNING BOARD BUSINESS

A) Project Updates/Old Business/New Business

Holyoke Hotel #2 – JEFFREY BURKOTT stated that a potential tenant for Rest 1 was expected to come forward for a Site Plan Review; Rest 2/Retail tenant is expected to be heard on March 24, 2015.

Holyoke Pediatrics – JEFFREY BURKOTT stated that, similarly to the temporary classroom located at 161 Lower Westfield Road, their tenant Hatch, Mott, and MacDonald located at 150 Lower Westfield Road is planning a 10,000 square foot expansion. They would be submitting an application regarding a Site Plan Review for a temporary structure, for the Engineering Firm, to be located in the parking lot until the expansion was complete.

PVPC Technical Assistance - MARCOS MARRERO stated that the PVPC has been contracted relative to creating an implementable downtown parking plan using previous studies and best practice procedures.

Regional Bike Share – MARCOS MARRERO stated that the Office of Panning & Development was participating in a Regional Bike Share Feasibility Study. Phase 2 required a financial commitment; Planning Staff was providing in-kind services. EILEEN REGAN suggested that we see if there were additional Federal funding available.

Automania – CLAIRE RICKER stated that progress continues. Preliminary bid documents have been put together. In addition to the $180,000 EPA Grant, additional construction funding will be needed. The site will be mitigated by the end of the Summer.

Holyoke Historic Commission – CLAIRE RICKER stated that a grant had been received to update the Preservation Plan which has not been revised since 1991; it was last inventoried in 1999. The strategy was to create an implementable development plan for the sites; additional CBBG funding was being sought.

Pending Zone Changes – MIMI PANITCH asked if there were any pending zone changes. MARCOS MARRERO replied relative to:

- Hampden & Pleasant – there was no additional information.
- Lynch School – a zone change was expected in the Spring. MARK JOY stated that due to a work conflict he would have to recues himself.
- Whiting Farms Road 18-acre Parcel – a zone change was anticipated by Gary Rome Hyundai.

MIMI PANITCH stated that she received a document relative to "contract zoning" which may or may not be applicable to Holyoke. The City may be able to enter into a contract with a developer or property owner in consideration for a zone change. She stated that she would forward the opinion as it may be something to address when mitigating with the neighbors.

B) Meeting Schedule

The next Planning Board meetings scheduled were:

- February 24, 2015 regarding a Site Plan Review and Special Permit continuations for Pride Stores, LLC
- March 10, 2015 regarding a City Council Joint Public Hearing for Section 4.3 Special Permit Table. EILLEN REGAN noted that she would not be present.

C) Minutes

A motion was made by MARK LACHAPELLE and seconded by JOHN KELLEY to approve the minutes as listed on the agenda as well as January 13, 2015 Public Hearing Minutes regarding amendments to the Auto-Related Special Permit Application. The motion carried 5-0.

D) Other Business

Designated Signer – The Board agreed that Mark Joy should remain the designated signer for 2015.

E) Correspondence

John Kelley and Christian LaChapelle received an invitation from Gary Rome Hyundai to attend an informational event.

Recess

MIMI PANITCH, at 6:20 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 EILEEN REGAN. The motion carried 5-0.

Resume

MIMI PANITCH, at 7:14 p.m., called for a motion to reopen the Planning Board Meeting for the purpose of discussing the Zone Change petition regarding amending the Special Permits. A motion was made by JOHN KELLEY and seconded by EILEEN REGAN. The motion carried 5-0.

ZONE CHANGE/ SITE PLAN REVIEW/ SUBDIVISION /SPECIAL PERMIT

2. **City Council Joint Public Hearing Zoning Ordinance Amendment Continuation (9/30/14; 12/9/14) - Special Permits**

   A motion was made by MARK JOY and seconded by JOHN KELLEY to accept the "Leave to Withdraw" per the suggestion of COUNCILOR ALEXANDER. The motion carried 5-0.

Recess

MIMI PANITCH, at 7:15 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 Pride Stores. A motion was made by JOHN KELLEY and seconded by EILEEN REGAN. The motion carried 5-0.

Resume

MIMI PANITCH, at 7:55 p.m., called for a motion to reopen the Planning Board Meeting for the purpose of final discussions. A motion was made by JOHN KELLEY and seconded by EILEEN REGAN. The motion carried 5-0.

ZONE CHANGE/ SITE PLAN REVIEW/ SUBDIVISION /SPECIAL PERMIT

1. **Site Plan Review, Section 10, and Special Permit, Section 6.4.6.4 Increase in Size Sign Continuations (12/9/14) - Pride Stores, LLC, 1553 Dwight Street**

   The Public Hearing was continued until February 24, 2014 at 6:00 p.m.

3. **Zone Change Petition Continuation – Sections Related to Auto-Related Uses** (10/28/14, 11/25/14, 1-13-15)

   The Public Hearing was continued until March 10, 2014 at 6:30 p.m.

D) Other Business

EDWARD OWEN stated that he felt that it was a bad decision to have approved the Lyman Terrace Site Plan Review. Although he was not at the 1/13/15 Public Hearing, he has read the minutes. The parking survey that was taken did not account for the many "significant others" that have illegally taken up residency. He has counted 170 cars located there on any given night. Many cars continue to park on his property with no regard for the "Cars will be towed" sign. He is the only one that is adversely affected by the decision of the Board. MR OWEN asked how he accomplishes getting the Planning Board to address the issue. JOHN KELLEY responded that dialogue between Lyman Terrace(HHA), Department of Transitional (DTA), and the City will occur to discuss the potential of permitted parking for the DTA employees.

MIMI PANITCH stated that the Board was not able to deny a project based on illegal activity that may or may not be occurring. EILEEN REGAN stated that all of the residents' welfare was taken into consideration. JOHN KELLEY noted that from what currently exists, the proposed project would have additional parking.

EDWARD OWENS stated that he did not want to continue to be responsible for having cars towed. He recently went to the DTA and informed them that cars were about to be towed; two DTA employees were illegally parked.

MARCOS MARERO stated that the major problem is lack of clear delineation between the public right-of way and private property located on Front Street. Funding has been secured from the City Council to hire a design engineer team. The challenge remains to secure the remaining funding for the Front Street Infrastructure Project. Once the streetscape is clearly defined, the auto users will be limited as to where they could park. Once the funding is secured, the public process would begin; the City would then be in a position to work with MR. OWENS to address his concerns.

EDWARD OWENS stated that he would have to deal with this until then. He has procured a guardrail to which he plans to install but was concerned that there is a discrepancy as to the location of the property line. JOHN KELLEY responded that he is very appreciative of MR. OWENS involvement during the Public Hearings and noted that the Planning Board can only work within the guidelines of the Ordinance. JEFFREY BURKOTT added that to install a guardrail MR. OWENS should contact the DPW and Building Department for the proper permitting.

Adjournment

There being no further business to come before the Planning Board, MIMI PANITCH, at 8:15 p.m., called for a motion to close the Planning Board Meeting. A motion was made by JOHN KELLEY and seconded by CHRIS LACHAPELLE. The motion carried 5-0.

Respectfully submitted,

Mark Joy, Secretary