Planning Board Meeting
(meeting is being recorded)

On Tuesday, March 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 6:00 p.m.)

Attendance:

Planning Board		**Planning Staff**	
Mimi Panitch	Chairman	Marcos Marrero.....	Director
Christian LaChapelle.....	Vice-Chairman	Jeffrey Burkott	Principal Planner
Mark Joy	Secretary	Claire Ricker	Senior Planner
John Kelley	Member	Sharon Konstantinidis.....	Head Clerk

Others Present

Robert Bolduc	Pride Stores, LLC
John Furman	Vanasse Hangen Brustlin (VHB)
Edward Owens	120 Front Street
Mark Reed	Heritage Surveys, Inc
Pepper Clayton	Crossroad Realty Holdings, LLC, Amherst, MA
Tim Mulcahy	PDS Engineering, Bloomfield, CT
Robert Benard	U.S. Tsubaki

OPEN

At 6:06 p.m., MIMI PANITCH called for a motion to open the Planning Board meeting. A motion was made by JOHN KELLEY and seconded by MARK JOY. The motion carried 4-0.

To accommodate those present, the agenda was taken out of order.

ZONE CHANGE/ SITE PLAN REVIEW/ SUBDIVISION /SPECIAL PERMIT

3. **Site Plan Review Amendment (File#19) – Crossroad Reality Holdings, LLC, 150 Lower Westfield Road**
MARK REED submitted a plan showing the proposed amendments to the approved Site Plan Review (#19) to be located at 150 Lower Westfield Road. The 7.9 acre parcel houses a 1-story masonry building containing three tenants (Holyoke Pediatrics, Ross Insurance, and Hatch, Mott, and McDonald Engineering Firm). Hatch, Mott, and McDonald Engineering Firm will be expanding as additional office space is needed. Proposed is a temporary 24x64 foot trailer to be located in the existing grass area to the southwest; the grass will be removed and replaced with stone. Electricity and phone/water service will be added. A full Site Plan for the Phase 2 expansion would be submitted within a year.

A motion was made to approve the 24 x 64 temporary structure as it had minimal impact to the site. A motion was made by JOHN KELLEY and seconded by MARK JOY. The motion carried 4-0.

1. **Approval Not Required (ANR) – U.S. Tsubaki**
ROBERT BERNARD stated that during expansion discussions, it was discovered that the original ANR (when Coolidge Street was discontinued) inadvertently deeded a small portion of the end of Coolidge Street at the intersection of Meadow Street to U.S. Tsubaki (parcel B & C) instead of the City. It has since been resurveyed and the correct property lines identified in the ANR. The Board endorsed the ANR plan.

2. **Site Plan Review Amendment (File#92) – U.S. Tsubaki, 821 Main Street**
ROBERT BERNARD submitted amended plans. JEFFREY BURKOTT stated that the submitted plans, if intended to be "as-built" plans, did not appear complete as there was no signature by an Engineer and no mylar showing the correct elevation. TIM MULCAHY stated that the required plans would be forthcoming.

ROBERT BERNARD stated that the amendments relative to the water line were overseen by the Water Department, encompassed the relocation of the water system entry which is housed in a small heated shed; the Fire Department requested a new fire hydrant on the back side of the building (west); and a new sprinkler riser coming into the building on the (south) corner encased with a heated small shed.

MR. BERNARD stated that elevation amendments included:

- Additional windows on each side to provide more natural light
- Exterior exhaust fans mounted on the west wall; sound enclosures will be added when the weather permits.
- Air make-up units have been added to bring in tempered air to the 11,000 square foot addition: one on each wall and three along the long wall (west)
- Two exterior heat exchangers designed to cool the rotating gears in the furnace.
- The south side door location adjusted
- Additional pavement finished off the area west to the HG&E Solar Field.

MR BERNARD stated that amended plans will be forthcoming. TIM MULCAHY noted that the amended plans would be available by the March 24, 2015 Planning Board meeting.

MIMI PANITCH, at 6:35 p.m., called for a motion to recess the Planning Board meeting for the purpose of attending a Joint Public Hearing with the Ordinance Committee. A motion was made by JOHN KELLEY and seconded by MARK JOY. The motion carried 4-0.

MIMI PANITCH, at 8:32 p.m., called for a motion to reopen the Planning Board meeting. A motion was made by JOHN KELLEY and seconded by MARK JOY. The motion carried 4-0.

3. **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 March 24, 2014 at 6:00 p.m.

4. **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 May 12, 2015 at 6:30 p.m.

PLANNING BOARD BUSINESS

A) Project Updates/Old Business/New Business
There were no new business or updates to come before the Board.

B) Meeting Schedule
The next Planning Board meetings scheduled were:
March 24, 2015 - regarding a Planning Board SPR continuation of Pride Stores, LLC, a SPR for Restaurant 2/Retail (Holyoke Hotel), and a SPR Amendment continuation for U.S. Tsubaki
March 31, 2015- Ordinance Committee Zone Changes: Whiting Farms Road-18 Acre BG to BH, Gary Rome and Whiting Farms Road-18 Acre BG to RM20, Helen Norris
April 14, 2015 - Ordinance Committee Zone Changes: 200 Whiting Farms Road BG to BH, James Lavelle.

C) Minutes
There were no minutes available.

D) Other Business
There was no other business to come before the Board.

E) Correspondence
There was no correspondence to come before the Board.

Adjournment
There being no further business to come before the Planning Board, MIMI PANITCH, at 8:45 p.m., called for a motion to close the Planning Board Meeting. A motion was made by CHRISTIAN LACHAPELLE and seconded by MARK JOY. The motion carried 4-0.

Respectfully submitted,

Mark Joy, Secretary