On Tuesday, November 13, 2018 the Holyoke Planning Board held a Public Meeting in the 4th Floor Conference Room, City Hall Annex, Holyoke City Hall, Holyoke, MA 01040 at 5:30 p.m.

At 7:00 p.m., EILEEN REGAN called for a motion to open the Planning Board meeting. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA. The motion carried 4-0. The agenda was taken out of order.

ZONE CHANGE/ SITE PLAN REVIEW/ SUBDIVISION/SPECIAL PERMIT

3. Special Permit (Section 6.4.6.4) Increase in Sign Size (2018-15) – Dunkin Donuts, 473 Pleasant St (091-00-061), Ace Signs, Inc. The Board reviewed the Notice of Decision. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the Special Permit Application as submitted. The motion carried 4-0.

4. Special Permit (Section 6.4.6.4) Multiple Signs Per Side (2018-16) – Dunkin Donuts, 473 Pleasant St (091-00-061), Ace Signs, Inc. The Board reviewed the Notice of Decision. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the Special Permit Application as submitted. The motion carried 4-0.

5. SPR NOD Condition #9 Signage - Dunkin Donuts (#128), 473 Pleasant St (091-00-061), Ace Signs, Inc. The Board reviewed the sign package as submitted which would satisfy Condition #9 on the Notice of Decision. JIM CARLIN stated that the pylon sign was less than the maximum allowed as of right at the main entrance. Regarding site signage, signs would read only “Dunkin” as part of the new branding. He noted that directional signage would be internally lit, and that the menu board sign would not be scrolling or flashing, only digital. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the sign package as presented to satisfy the Notice of Decision Condition #9. The motion carried 4-0.

6. Special Permit (Section 6.4.6.4) Increase in Sign Size (2018-17) – Walgreens, 473 Northampton St (106-00-037) – Ace Signs, Inc. The Board reviewed the draft Notice of Decision. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the Special Permit Application as submitted. The motion carried 4-0.

7. Site Plan Review (Section 10) Russell Terrace (#131) – Russell Terrace, (112-00-022/022A; 111-00-072/073), Stiebel Properties. Tabled: The Public Hearing was continued until November 27, 2018.

8. SPR Amendment #2 – AEGIS Energy (#117/117A), 55 Jackson/84 Sargeant (018-01-004/005) - Jackson Canal, LLC BRIAN BALICKI noted that Site Plan Review approval had been granted, an extension was requested and approved, and that the current amendment was for minor changes. A letter dated October 8, 2018 outlined the changes regarding the shifting the parking lot to the north, reconfiguring the parking spaces at the loading dock, and adjusting the underground utilities, addition of 7 windows on the south elevation, and 10 additional windows on the north elevation. JEFFREY BURKOTT noted that approval from the Fire Department, City Engineer, and Water Department may need to be received on changes as listed in the letter.
A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the proposed amendments with the condition that approval be obtained from the appropriate Departments regarding the changes as noted. The motion carried 4-0.

9. SPR Amendment #2 – Mt Tom Solar & Energy Storage (#114), 200 Northampton Street (223-00-019) - Mt Tom Solar LLC
BRIONY ANGUS introduced her team noting that she was previously before the Board on October 25th and received approval for the addition of a battery storage system and main access driveway relocation. Amended plans were provided that displayed the improvements to the southern access driveway per the Fire Department, extension of the water main, and an additional hydrant on the property. She noted that the changes to the stormwater were extensive and required approval from Conservation Commission, Stormwater Authority, and the City Council to amend the Special Permit (FOD).

BRIONY ANGUS noted that the conditions noted on the 1st amendment relative to the addition of a locked gate, no trespassing sign, and monitoring cameras have been added to the amended plans and must be completed for final approval. She added that the project was still in the construction phase. The Fire Department required a December 15th deadline but the City Council Special Permit process was a contributing factor. The solar project sign-off was on hold waiting for Gatehouse Road to be built and conditions complied with hopefully by the Spring.

A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the proposed amendments as presented. The motion carried 4-0.

10. SPR Amendment #2 – McDonald’s (#54), 2194 Northampton Street (115-00-018) - McDonald’s Corporation
BRANDON BARRY stated that the proposed Site Plan Review amendments were to provide a refresh to the site. Amendments include replacing the existing drive-thru menu board with digital equipment, reface the existing building with the new branding style, and reconstruct accessible features (south). No changes will be made to access, site circulation, or parking spaces. The façade was change to a fifties style, neutral tone colors using light and dark grey, and the arches will remain but the two "M" in the logo will be removed.

The Board reviewed the draft Notice of Decision. A motion was made by GUSTAVO ACOSTA and seconded by MIMI PANITCH. The motion carried 4-0.

11. SPR Amendment #1 – Mont Marie Kidney Dialysis Center (#130), 34 Lower Westfield Road, Marquis Health Services, LLC
MIKE PETRIN stated that it was determined that incorporating a retaining wall to the east of the site, into the site plan was too costly and therefore the plans were modified to eliminate that feature. The proposed amendments included the removal of 11 parking spaces on the easterly edge of the parking area which would eliminate the need for a retaining wall, chain-link fence, and one light pole. Additionally, two existing light pole and fixtures would be reused on the site.

The parking calculations were reviewed. MIKE PETRIN noted that 58 parking space were required for the rehabilitation use; 74 parking spaces for the assisted living units, and 74 parking spaces for the kidney dialysis. A total of 455 parking spaces are provided; 148 parking spaces are required.

The Board viewed the location of the 4 handicap parking spaces in proximity to the front entrance; only 2 handicap parking spaces were required.

A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the proposed amendments as presented. The motion carried 4-0.

1. Special Permit (Section 4.6.3.2) Fence Height (2018-13) — PeoplesBank, 186 Northampton St (110-00-004, 005,013,014)
The Board reviewed the renderings for the fence. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the Special Permit Application as submitted. The motion carried 4-0.

2. Special Permit (Section 6.4.6.4) Multiple Signs (2018-14) — PeoplesBank, 186 Northampton St (110-00-004, 005,013,014)
The Board reviewed the proposed sign package. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the Special Permit Application as submitted. The motion carried 4-0.
12. Approval Not Required (ANR) – Russell Terrace (112-00-022/022A; 111-00-072/073), Stiebel Properties, Erica Gees
JEFFREY BURKOTT noted that Stiebel Properties was combining the 4 lots into one and meeting the ANR requirements. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the ANR as submitted. The motion carried 4-0. The plan was signed.

13. Approval Not Required – 522/528 Hampden Street (075-02-028/027), O’Connell Properties
JEFFREY BURKOTT noted that O’Connell Properties was moving the lot line to create 2 lots of equal size and frontage. The plan as submitted met the ANR requirements. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the ANR. The motion carried 4-0. The plan was signed.

PLANNING BOARD BUSINESS
A) Project Updates/Old Business/New Business: Tabled
   - Designated Signer – The Board voted 4-0 in favor to designate MIMI PANITCH as the designated signer.

B) Meeting Schedule (tentative):
   Nov 27, 2018 – SP Fence, Russell Terrace; Tiny Houses
   Dec 11, 2018 – The Board agreed that there would be no meeting.

JEFFREY BURKOTT noted that several zone changes may be forthcoming relative to amending fence height on a corner lot; creating a backyard chicken ordinance; a comprehensive rewrite of the sign ordinance; creating a special permit for roof-top communication facilities; and 15 Holy Family Road from R-1A to RM-20.


   A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the minutes as listed on the agenda. The motion carried 4-0.

D) Other Business - Chris Erchull noted that he has accepted another position and will be leaving the City at the first of the year (2019).

E) Correspondence

Adjournment
There being no further business to come before the Planning Board, EILEEN REGAN at 8:14 p.m. called for a motion to close the Planning Board meeting. A motion was made by JOHN KELLEY and seconded by MIMI PANITCH. The motion carried 4-0.

Respectfully submitted,

John Kelley, Secretary