Joint Public Hearing Minutes  
Planning Board / Stormwater Authority  
Site Plan Review – O’Connell Headquarters  
(meeting is being recorded)

On Tuesday, March 22, 2016, the Holyoke Planning Board held a Joint Public Hearing regarding a Site Plan Review for the property located at the end of Kelly Way, submitted by O’Connell Development Group. The Hearing was held in the 4th Floor Conference Room, City Hall Annex, 20 Korean Veterans Plaza, Holyoke, Massachusetts at 5:15 p.m.

Attendance:

**Planning Board**
- Christian LaChapelle .......... Vice-Chairman
- Eileen Regan .................... Secretary
- John Kelley ...................... Member
- Harry Montalvo ................. Associate

**Stormwater Authority**
- Lori Belanger .................. Vice-Chairman
- Jose Garcia ..................... Member

**Planning Staff**
- Marcos Marrero ................. Director
- Jeffrey Burkott ................. Principal Planner
- Sharon Konstantinidis ....... Head Clerk

**Others Present**
- John Furman ..................... VHB
- Andrew Crystal ................. O’Connell Development
- James Rucznik .................. O’Connell Development
- Bruce Leiser .................... O’Connell Development
- Marc Moura ..................... Amontta 1 Emma

CHRIS LACHAPELLE at 5:30 p.m., called for a motion to open the Public Hearing. A motion was made by EILEEN REGAN and seconded by JOHN KELLEY. The motion carried 4-0.

The Stormwater Authority opened their Public Hearing (2-0-1).

ANDREW CRYSTAL stated that O’Connell’s had outgrown their existing office building located on Hampden Street and, wanting to remain in Holyoke, opted to develop the existing property located at the end of a cul-de-sac on Kelly Way. Their various companies within the downtown area would also be relocated to one location. He noted that O’Connell’s would look at reuse options for the building on Hampden Street.

JOHN FURMAN presented modified plans to the Board stating that the site was mainly wooded consisting of trees in various sizes and overgrowth. A long driveway was proposed at the end of the cul-de-sac to the proposed site: tree cutting would be minimal to provide a wooded setting. The proposed building would be situated in the center with visiting parking to the right. The original parking plan showed a deficit from the 96 required parking spaces so an additional 9 space permanent parking lot was created to the left (north). The modified plans showed an increase in the building square footage and therefore required 100 parking spaces; 105 were proposed which included an 11 space parking area reserved for a future parking lot.

ANDREW CRYSTAL noted that they were seeking approval of the parking plan as presented in order to avoid obtaining a Special Permit for a parking reduction. JEFFREY BURKOTT noted that avoiding obtaining a Special Permit was setting precedent. JOHN FURMAN clarified that 94 spaces were proposed, 100 were required, and an 11 space parking area was available to develop if the need arises.

JOHN FURMAN reviewed the grading and contour plan, and the infiltration system. He noted that the water flows into a deep hooded catch basin, into a sediment four bay filtration system, and over a level spreader. The Stormwater Management report was reviewed which showed a reduction in stormwater flow.

JOHN FURMAN noted that a unique feature of the utilities plan was that the gravity flow system out of the building to the sewage pump station lifts the water up to Kelly Way. The utilities, traffic, and municipal impact was approved during the Kelly Way Phase 1 Plan.

JOHN FURMAN reviewed the Landscaping Plan and noted that the exact location of the planting had not been determined. Plantings within the berm were a wetland feature and would be finalized with the Conservation Commission.

MARC MOURA reviewed the building design noting that the intent was to create a design that would fit the site and minimize the impact to the area. Proposed were two departments on each side of the building with a central common core glass wedge that separates the buildings. The proposed building material was a 60/40 mix of ebony and cinnamon roman style brick with punched opening windows, reflective glass, and canopy.
JEFFREY BURKOTT asked if there was a southerly rendering available to display the 14-foot retaining wall. JOHN FURMAN responded that there was not and noted that the design and material had not yet been determined.

JOHN FURMAN noted that they would be filling a Request for Determination of Applicability with the Conservation Commission. He reviewed the comment letter dated March 14, 2016 which encompassed both the DPW and Stormwater Authority comments.

The Stormwater closed their Public Hearing and approved the Stormwater Permit (2-0-1).

JEFFREY BURKOTT reviewed the Planning Department letter dated March 15, 2016 which included 26 outstanding questions. Written responses would be forthcoming.

JEFFREY BURKOTT reviewed the Conservation Commission letter dated March 11, 2016 which included 4 comments.

YEM LIP reviewed the DPW letter dated March 14, 2016 which included 6 comments. He requested a revision list be provided. JOHN FURMAN agreed and noted that updated plans would include all the revisions discussed.

JOHN FURMAN asked if there were any plans to increase the 20-foot commercial driveway width standard as most applicants have to obtain a variance for a standard 24-foot width driveway. YEM LIP replied no and added that amending it was something to consider.

CHRIS LACHAPELLE asked for those that wish to speak in favor or against, or to ask questions to come forward. No one was forthcoming.

The Board reviewed the following items that remained outstanding:
1. The landscape planting plan to be finalized;
2. The building height of the center glass area be provided;
3. The pavement markers from the parking lot to the walkways be added;
4. The rear of the building plans relative to the 1,200 sq ft proposed flat patio area be submitted; and
5. The acceptance of proposed reserved unpaved parking area.

At 6:36 p.m., a motion was made by JOHN KELLEY and seconded by EILEEN REGAN to close the Public Hearing; a Notice of Decision would be discussed at the April 12, 2016 Planning Board meeting. The motion carried 4-0.

Respectfully submitted,

Eileen Regan,
Holyoke Planning Board