Planning Board Meeting
(meeting is being recorded)

On Tuesday, January 22, 2019 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.

Attendance:
Planning Board
Eileen Regan ................. Chairman
John Kelley ................. Vice-Chairman
Mimi Panitch ............... Secretary
Gustavo Acosta ............. Member

Planning Staff
Jeffrey Burkott .............. Principal Planner
Curtis Wiemann ............ Planner I
Sharon Konstantinidis .... Administrative Clerk

Others Present
Crystal Barnes ............... Assistant City Solicitor
Kathy McKeen ............ MIFA
Don Sanders ............... MIFA

R. Levesque
Milone & MacBroom

At 7:03 p.m., EILEEN REGAN called for a motion to open the Planning Board meeting. A motion was made by GUSTAVO ACOSTA and seconded by JOHN KELLEY. The motion carried 4-0.

ZONE CHANGE/ SITE PLAN REVIEW/ SUBDIVISION/SPECIAL PERMIT

1. Site Plan Review (Section 10) Cont. (12/11/18) - Hampden-Pleasant Retail Phase 2 Dev (#132), 473/495 Pleasant St, (091-00-060/0060A and 061) Salmar Realty, LLC

Board reviewed the draft Notice of Decision with Conditions.

Regarding the waiver from Section 10.1.5.2, Perspective, Isometric, or Cross-section drawing(s), the Board noted that based on the drawings presented to the Board, which are consistent with the rest of the project, there was no further information necessary. A vote was not required.

Regarding the waiver from Section 10.1.6.3, Traffic Impact Study (Strict Compliance), the Board noted that the Applicant has indicated that the proposed building was for a retail use with no fast food. A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to grant the waiver request based on the Applicants representation for a retail use that would not alter the results of Traffic Study provided as part of the Phase I approval. The motion carried 4-0.

The Board noted that the applicant has indicated that the site was tight and therefore clarified that the circulation would be acceptable provided there is no other use, other than retail, on the site. The Board requested amending Findings: #7 Circulation to state that since a Special Permit for a Reduction in Parking was previously granted in Phase I (2017-9), and based on the Applicant’s representation that there will be no fast food use in Phase II that would put an unexpected burden on the site, any box truck for deliveries that impede circulation and pedestrian safety will be addressed by the Applicant.

Based on discussions during the Public Hearing, changes were made to the draft Notice of Decision regarding #13 to include that snow will be removed off-site, and the addition of #16 to require that the Applicant provide a signed letter from the Architectural Access Board (AAB) addressing that the handicap spaces and crosswalks as designed are acceptable for the project site.

A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the Site Plan Review File #132 draft Notice of Decision as amended. The motion carried 4-0.

2. Site Plan Review (Section 10) MIFA Victory Theatre (#133) – 81 Suffolk/134 Chestnut St, (112-06-006/007), MIFA Theatre, LLC The Board reviewed the draft Notice of Decision with Conditions.

Regarding the waiver from Section 4.4.5, Canopy as an accessory structure, the Board concluded that a waiver was not applicable as the use of the canopy is proposed for pedestrian safety and was not considered an accessory structure; no vote was necessary.
Regarding the waiver request from Section 6.4, Signs, the Board noted that they cannot waive zoning regulations to approve signage over that which is allowed by Special Permit regulations. The Board emphasizes that a rewrite of the Sign Ordinance would be necessary to put forward the sign package as submitted. A motion was made by MIMI PANITCH and seconded by JOHN KELLEY to deny the waiver request. The motion carried 4-0.

Regarding the waiver request from Section 10.1.6.3, Traffic Impact Study, the Board noted that the existing road infrastructure is sufficient to manage a theatre of this size, and a satellite parking plan will be submitted (condition #13). A motion was made by MIMI PANITCH and seconded by JOHN KELLEY to approve the waiver request. The motion carried 4-0.

Based on discussions during the Public Hearing, changes were made to the draft Notice of Decision regarding eliminating Condition #7 as plans had been submitted illustrating the location of the mechanical roof-top units shielding, and amend the sequential numbers accordingly. JEFFREY BURKOTT noted that condition #13 outlined the off-site parking plan requirements which are to be submitted 90 days prior to the first scheduled event.

A motion was made by JOHN KELLEY and seconded by GUSTAVO ACOSTA to approve the Site Plan Review #133 draft Notice of Decision with 21 conditions as amended. The motion carried 4-0.

3. Special Permit (Section 4.6.3.2) Fence Height (2018-19) – MIFA Victory Theatre, (112-06-006/007), MIFA Theatre, LLC The Board reviewed the draft Notice of Decision with Conditions. A motion was made by MIMI PANITCH and seconded by JOHN KELLEY to approve the Special Permit request for a temporary construction fence greater than 4-feet in a front yard as it was necessary for safety and security purposes. The motion carried 4-0.

4. Special Permit (Section 6.1.7) Parking Reduction (2018-20) – MIFA Victory Theatre, (112-06-005/007), MIFA Theatre, LLC The Board reviewed the draft Notice of Decision with Conditions. A motion was made by JOHN KELLEY and seconded by MIMI PANITCH to approve the Special Permit request for a reduction from the parking requirements since a satellite parking plan will be submitted (SPR Condition #13), and the off-site parking is appropriate to the downtown density. The motion carried 4-0.

5. Special Permit (Section 6.4.6.4) Increase in Sign Size (2018-21) – MIFA Victory Theatre, (112-06-006/007), MIFA Theatre, LLC The Board reviewed the Notice of Decision with Conditions. The Board noted that they could not approve any signage that exceeds the regulations (80 sq. ft. in a BC zone). Although no sign dimensions were formerly submitted, the signs as depicted on the Site Plan Review rendering appear appropriate to the use and historic nature. A motion was made by JOHN KELLEY and seconded by MIMI PANITCH to approve a Special Permit for sign(s) not to exceed 80 square feet. The motion carried 4-0.

PLANNING BOARD BUSINESS

A) Project Updates/Old Business/New Business: Tabled
   - Contract Brewery – A potential brewery to open on Whiting Farms Road where small brewers bring their ingredients to be batched or can brew themselves;
   - Dunkin at Log Cabin – Four concepts for a Dunkin in the lower parking lot on Mt Road have been received; a meeting was set for January 31, 2019;
   - Sears Auto - Pipe Fitters Union is proposing to use this location for their union hall, offices, and classes; a meeting was set for February 1, 2019;
   - Zone Change, Maple Street – Four parcels (adjacent to the Library) zoned Residential Office (RO) should be zoned Commercial Business (BC) or Downtown Residential (DR). Filing a zone change request was forthcoming;
   - Signs, Historic – amending the sign ordinance to include historic signs was continuing;
   - Blessed Sacrament Sign – The Board noted that the monument sign is no longer scrolling messages; and
   - Mater Dolorosa – JEFFREY BURKOTT stated that school, located on St. Kolbe Drive, wants to erect a sign at Holy Cross Church, located at the corner of Suffolk/Dwight Street, to advertise the school. Per Ordinance, this is considered an off-premise sign and is only allowed in an General Industry (IG) District; the church is zoned RM-20.

B) Meeting Schedule (tentative):
   February 12, 2019 – Lyman Terrace Phase 2, Open Space Plan Discussion, Andrew Smith
   February 26, 2019 – Loophole Brewery SPR, Maple Street Properties ZC
C) Minutes: A motion was made by MIMI PANITCH and seconded by GUSTAVO ACOSTA to approve the minutes (PH Flight-Fit N Fun SP, PH 15 Holy Family Road ZC) from those listed on the agenda (Planning, PH Hamp/Pleas Retail Dev Phase II SPR, and PH Victory SPR & PH's remain outstanding). The motion carried 4-0.

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

E) Correspondence – A request, dated January 17, 2019, was received from the Conservation Director, Andrew Smith, to come before the Board on Feb 12, 2019 to discuss the Open Space and Recreational Plan.

Adjournment
There being no further business to come before the Planning Board, EILEEN REGAN at 7:54 p.m. called for a motion to close the Planning Board meeting. A motion was made by MIMI PANITCH and seconded by JOHN KELLEY. The motion carried 4-0.

Respectfully submitted,

[Signature]

Mimi Panitch, Secretary