

SOUTH HADLEY PLANNING BOARD PUBLIC HEARING:

Proposed Administrative Regulations regarding the Town of South Hadley Smart Growth Zoning Districts

**MINUTES OF JUNE 17, 2019
As Approved**

Present: Mark Cavanaugh, Chair; Diane Mulvaney, Clerk; Brad Hutchison, Member; Joanna Brown, Member; Larry Butler, Associate Member; Richard Harris, Town Planner; and Colleen Canning, Recorder

Chair Cavanaugh called the Public Hearing into order at 7:52 PM.

Ms. Mulvaney read the Public Hearing notice:

Pursuant to Section 255-23 of the South Hadley Zoning Bylaw, the Planning Board of the Town of South Hadley acting as the Plan Approval Authority under Section 255-23, will hold a public hearing to discuss/consider proposed Administrative Regulations regarding application requirements, procedures, application fees, and other matters pertaining to applications for Plan Approval under Section 255-23 as noted herein. The public hearing will be held as follows:

*Place: South Hadley Town Hall, 116 Main Street - Selectboard Meeting Room;
South Hadley, MA
Date: Monday, June 17, 2019
Time: 7:00 p.m.*

The purpose of the proposed Administrative Regulations is to provide prospective applicants and the public guidance as to the application requirements, application fees, and processing procedures to govern applications for Plan Approval. These Administrative Regulations will apply to both of the existing Smart Growth Districts (South Hadley Falls Smart Growth Zoning District and Newton Street Smart Growth Zoning District) as well as any which may be created in the future. The complete text and maps (if any are applicable) relative to the proposed Administrative Regulations is available for inspection during regular business hours (8:30 a.m. to 4:30 p.m.) at the following place:

*South Hadley Planning & Conservation Department Office
Town Hall, 116 Main Street – Room 204
South Hadley, MA 01075*

Additionally, a copy of said proposed amendments is posted on the Planning & Conservation Department page of the Town's website in the folder entitled "Proposed Administrative Regulations Regarding Applications for Plan Review for Smart Growth Districts".

Any person interested in, or wishing to be heard on, the proposed amendments should appear at the time and place designated for the public hearing.

*Diane Supczak-Mulvaney, Clerk
South Hadley Planning Board*

*Publication: Friday, May 31, 2019
Friday, June 7, 2019*

Mr. Harris opened with background. He explained that Administrative Regulations for Smart Growth Zoning districts town-wide had been drafted and received approval from the regulating state agency, the Department of Housing and Community Development (DHCD). The Planning Board would need to vote to endorse the current draft for it to be applicable to relevant project proposals. Mr. Harris explained that if amendments were made to the draft following the public hearing, those amendments would not reflect DHCD approval therefore the Administrative Regulations would not be applicable to project proposals. Mr. Harris recommended that the draft be accepted as-is so the regulations could be accepted to offer standardization in administrative processes regarding Smart Growth Districts. Subsequent amendments could be made to the regulations if the Board saw appropriate. The amendments would need to be reviewed by DHCD prior to being expected. For reference, Mr. Harris explained that it took months of communications between DHCD and himself to get approval for the draft being reviewed by the Board.

The Administrative Regulations for Smart Growth Districts would be adopted into the Planning Board's Administrative Regulations. The regulations would outline fee requirements, detail application submittal procedures, and define 'monitoring agents' for projects. Smart Growth Regulations would be supplementary to the underlying zoning that was already in place. Mr. Harris explained that every Smart Growth District project application would require that a 'monitoring agent' be referenced. Often the State, as the subsidizing agency for the project, would be considered the monitor. However, that did not reflect every case. If a 'monitoring agent' is not explicitly recognized, the Town would function as the 'monitoring agent'.

Mr. Hutchinson inquired where the Smart Growth Regulations would be located. Mr. Harris replied that it will be under the General Code. He expected that the General Code Corporation would place it within a separate chapter, and/or with the Planning Board Rules and Regulations, and/or as an appendix to the Zoning Bylaw. Ultimately, the General Code Corporation would decide where to place it.

Amanda Milos, 58 McKinley Avenue, addressed the Board. She inquired what the discussed Administrative Regulations pertain to. Chair Cavanaugh explained that the administrative regulations for Smart Growth Districts do not pertain to any particular project. They offer regulations for all Smart Growth Districts Town-wide.

As there was no further information to gather, Chair Cavanaugh closed the Public Hearing at 8:07.

Respectfully Submitted,

As Approved
Colleen Canning, Recorder
Appendix

Document	Document Location
Public Hearing Draft <i>Smart Growth District Administrative Regulations</i>	Planning Files