

**SOUTH HADLEY PLANNING BOARD VIRTUAL MEETING
MINUTES OF JULY 20, 2020
As Approved**

Present: Brad Hutchison, Chair; Diane Mulvaney, Vice-Chair; Joanna Brown, Clerk; Melissa O'Brien; Member; Nate Therien, Member; Richard Harris, Director of Planning and Conservation; Anne Capra, Conservation Administrator/Planner; and Colleen Canning, Senior Clerk Planning and Conservation

Chair Hutchison called the virtual meeting to order at 6:32 PM and overviewed virtual meeting protocols.

Agenda Item #1 --- Minutes

Draft minutes of the July 13, 2020 regular meeting and public hearing had been previously transmitted to the board for review. Spelling and grammatical errors were noted on both sets of draft minutes. No content was changed.

Motion: Vice-Chair Mulvaney moved to approve the July 13, 2020 regular meeting minutes as amended. Clerk Brown seconded the motion. Five (5) out of five (5) members voted in favor of the motion by roll call.

Motion: Clerk Brown moved to approve the July 13, 2020 public hearing minutes as amended. Vice-Chair Mulaney seconded the motion. Five (5) out of five (5) members voted in favor of the motion by roll call.

Agenda Item #2 --- Correspondence

The list of correspondence was provided in the agenda background materials. Additional correspondences had been received; most of which related to the public hearing scheduled to open later that night.

Agenda Item #3 --- DECISION: Consider request to illuminate a new sign to serve as one sign for a multi-tenant building (presently, Drunken Rabbit Brewing, Cross Fit SVG, and Marion Excavating). Property Location: 749 New Ludlow Road (Assessor's Map #8 as Parcel #76)

Todd Marion, Marion Excavating was present at the virtual meeting along with his consultant, Tracy Janik of Sign Techniques Inc.

Mr. Harris overviewed the submission. He explained that the illuminated sign would service the three tenants at the property- Drunken Rabbit Brewing, Cross Fit SVG, and Marion Excavating. The proposed illuminated sign would replace the existing non-illuminated free standing sign. Mr. Harris reiterated that the illumination of the sign was the only element of the sign the board was being asked to consider. Free standing signs were allowed by right.

Tracy Janik was experiencing technical difficulties as her computer video and audio were not coming through. She was able to field questions through the meeting's chat function. (Attached)

Board members questioned the proposed hours of illumination as there appeared to be different business hours in different documents. Mr. Harris recommended that the Board could condition the hours of illumination relative to dusk and the closing of business rather than a defined time. This would enable the business to alter their business hours while remaining in compliance with the Board's determination.

Member O'Brien asked if the existing free standing sign would be removed. Mr. Harris explained that it was the applicant's intention to do so. Additionally, the Board could condition the removal of the existing sign within their determination. Todd Marion confirmed that the existing sign would be removed.

Board members were agreeable to conditioning the hours of illumination from dusk until half an hour after the close of the brewery. It was noted that the illumination of the sign would likely be automated and would likely be triggered during daytime storm events.

The Board considered the impact of the sign to the neighborhood. As the area was largely industrial, it did not appear the illumination of the sign would be detrimental.

Motion: Clerk Brown moved to approve the illuminated sign request for the multi-tenant building located at 749 New Ludlow Road with special conditions to include: 1.) the sign must be installed and operated as described in the submittal to the Board; 2) the existing free standing 'Drunken Rabbit Brewing' sign is to be removed as only one freestanding sign can be permitted per Zoning Bylaw; and 3) hours of illumination are to be dusk until one half hour after the close of 'Drunken Rabbit Brewing' as it is the business with the latest operating hours. Member O'Brien seconded the motion. Five (5) out of five (5) members voted in favor of the motion by roll call.

Agenda Item #7 --- SCHEDULED PUBLIC HEARING: Applications for Site Plan Review for a bank office building and Special Permit for Drive Through services for a bank by Peoples Bank. Property Location: west side of Newton Street (aka State Route 116), north side of Lyman Street, and south side of Dayton (Assessor's Map Number #28 - Parcels #190, #191, #192, #193, # 258, and #260)

Chair Hutchison called the public hearing to order at 7:11 PM. (See public hearing minutes)

The regular meeting reconvened at 9:42 PM.

Agenda Item #4 --- DECISION: Consider Authorization of Director of Planning and Conservation to sign ANR Plans on behalf of the Planning Board upon Board's vote to endorse the ANR Plans

Mr. Harris explained that, due to the COVID-19 State of Emergency, board members were not able to sign ANR plans as was customarily done. The Board could appoint a designated person to sign the plan following Board endorsement. This would allow that plan to be recorded at the registry of deeds.

Motion: Vice-Chair Mulvaney to authorize Richard Harris, Director of Planning and Conservation, to sign ANR plans following endorsement by the Planning Board due to the

Covid-19 state-of-emergency. Member O'Brien seconded the motion. Five (5) out of five (5) members voted in favor of the motion by roll call.

Agenda Item #5 ---- DECISION: Consider Endorsement of Approval Not Required Plan submitted by James P. Talarico. Property Location: 1 and 3 Ethan Circle (Assessor's Map #47 as Parcels #79 and #80)

Mr. Harris explained that the owners of 1 and 3 Ethan circle submitted an ANR plan to adjust the property line. Ethan Circle was not a publically maintained road. However, no new lots would be created as the ANR only sought to adjust the property line

Motion: Vice-Chair Mulvaney moved to endorse the ANR plan to adjust the lot lines at 1 and 3 Ethan Circle. Member O'Brien seconded the motion. Five (5) out of five (5) members voted in favor of the motion by roll call.

Agenda Item #6 --- DECISION: Consider Endorsement of Approval Not Required Plan submitted by Kenneth C. LeBlanc. Property Location: 88 Park Street (Assessor's Map #50 as Parcels #48, #51, and #52)

Mr. Harris explained that the ANR sought to adjust the property lines between three lots located at 88 Park Street. The ANR created no new lots. All the lots had frontages on publicly maintained roads.

Motion: Member O'Brien moved to endorse the ANR Plan to adjust the lot lines at 88 Park Street (Map 50, Parcels 48, 51 and 52). Vice-Chair Mulvaney seconded the motion. Five (5) out of five (5) members voted in favor of the motion by roll call.

Agenda Item #8 --- Planning Director's Report on Planning Projects and Development

Mr. Harris reviewed development updates throughout projects in town. He explained that there was interest in developing a veterinary clinic on Willimansett Street. No application for development had been received at this time. Development applications for the Woodlawn Plaza were expected to arrive soon. Development within the Woodlawn Plaza area would greatly leverage the Town's MassWorks Grant application.

The Board reviewed upcoming meeting dates. As the meeting was getting late, the Board could consider any necessary changes to the meeting schedule at a future meeting. At this time it was unlikely that the Board would need to meet on August 31.

Agenda Item #9 ---Other New Business

Member Therien inquired about the status of the Master Plan update. Mr. Harris explained that the consultant was working on the final round of edits. He anticipated that the draft would be received within a month.

Agenda Item #10 – Adjournment

As there was no new business to discuss, the Chair inquired if there was a motion to adjourn.

Motion: Member O'Brien moved to adjourn the meeting. Vice-Chair Mulvaney seconded the motion. Five (5) out of five (5) members voted in favor of the motion by roll call

The meeting adjourned at 10:00 PM.

Respectfully Submitted,
As Approved
Colleen Canning, Senior Clerk Planning and Conservation

Appendix

| Document | Document Location |
|---|--------------------------|
| Google Meeting chat comments | Attached |
| New Ludlow Road (749) - Illuminated Sign Application 2020-07-07 - Application and Attachments | Planning Files |
| ANR – 1 and 3 Ethan Circle (7/15/2020) | Planning Files |
| ANR – 88 Park Street (7/15/2020) | Planning Files |

00:16:35.413,00:16:38.413

Anne Capra: Maybe she should use the chat? Her screen is freezing.

00:17:32.390,00:17:35.390

Joanna Brown: I do have one question to ask regarding line 5 e. on the application for the illuminated sign.

00:20:26.646,00:20:29.646

Tracy Janik: The sign will be illuminated the hours that drunken rabbit is open.

00:20:48.907,00:20:51.907

Tracy Janik: From dusk til close

00:21:45.557,00:21:48.557

Tracy Janik: Sorry about that

00:21:54.413,00:21:57.413

Joanna Brown: Not the entire hours of Drunkin operation, but only from dusk until close, correct?

00:22:06.603,00:22:09.603

Colleen Canning: Would Todd Marion be able to speak to the application?

00:22:12.888,00:22:15.888

Tracy Janik: no

00:22:44.160,00:22:47.160

Tracy Janik: Nothing on

00:23:03.269,00:23:06.269

Tracy Janik: hours of drunken rabbit are noon until 10 on mon thru thurs

00:23:34.841,00:23:37.841

Brad Hutchison: What time does drunken rabbit close?

00:23:53.662,00:23:56.662

Joanna Brown: I would like Ms. Janik to answer via chat and state that the sign will only be illuminated from dusk until close for the Drunkin Rabbit hours of operation.

00:23:58.061,00:24:01.061

Tracy Janik: noon til 11: 30 frida and sat

00:24:20.175,00:24:23.175

Tracy Janik: 12-9 sunday

00:24:35.450,00:24:38.450

Tracy Janik: sorry about that

00:25:07.369,00:25:10.369

Diane Supczak-Mulvaney: Hi Brad, I do have questions and how do these hours match the application fee submitted 4/14/20

00:25:10.962,00:25:13.962
Tracy Janik: understandable

00:29:32.329,00:29:35.329
Tracy Janik: Yes it is

00:29:56.742,00:29:59.742
Tracy Janik: Correct

00:42:07.223,00:42:10.223
Anne Capra: People on the phone can mute and unmute themselves by
pressing *6