

Background Materials – February 27, 2023– Planning Board Meeting

Prepared by Anne Capra, Director of Planning and Conservation, 2/24/23

Cable Access Channel 15 –The Cable Studio has indicated that this meeting will be live streamed on Channel 15.

AGENDA ITEM #1 Open Comment Period

This 10-minute period is set aside for the public to offer comments on items not on the posted agenda, in accordance with the adopted policy, as amended 8/8/22, posted on the Town of South Hadley Planning and Conservation Department webpage here:

<https://southhadley.org/DocumentCenter/View/9842/Open-Comment-Period-Policy---As-Adopted-2022-08-08>

Action Needed: Allow members of the public to offer comments to the Board.

AGENDA ITEM #2 Minutes

Planning and Conservation Coordinator Colleen Canning will forward minutes separately.

Action Needed: Vote to approve the minutes.

AGENDA ITEM #3 Correspondence

A list of correspondence received will be sent prior to the meeting and/or is attached.

Action Needed: No action needed.

AGENDA ITEM #4

Extension Request for Site Plan Review and Stormwater Management Permit issued to South Hadley Plaza LLC for development of a retail store and associated site improvements at Woodlawn Plaza, 501 Newton Street

Extension request online here: <https://www.southhadley.org/1240/Newton-Street-501---Rockys-Hardware>

SPR Approved Plan Set: <https://www.southhadley.org/DocumentCenter/View/8454/Newton-Street-501---SPR-Application-Supplemental---Revised-Plans>

In May 2021, the Planning Board granted Site Plan Review approval for construction of a new Rocky's Hardware retail store at 501 Newton Street (a.k.a. Woodlawn Plaza). Per 255-150(B), SPR approval shall lapse after one year if construction has not commenced. Thus, this approval expired in June 2022. The Planning Board may grant an extension of the approval for good cause.

In the extension request, applicant Rocco Falcone stated the initiation of the commercial project was contingent upon the Park at Woodlawn residential development (60-unit affordable housing project also permitted for 501 Newton Street through Plan Approval in the Newton Street Smart Growth Zoning District) moving forward. The project had been stalled due to a significant funding gap caused by inflation and price escalation, as reported by Way Finders, the project developer. The residential project received a two-year extension of their Plan Approval from the Planning Board in September 2022. The extension was granted due to their demonstrated due diligence in seeking alternative funding sources to address the identified \$5M gap. The developer has since been successful at receiving \$2M in Workforce Housing subsidies from the State, and has applied for State ARPA funding for the remaining \$3M. They anticipate notification about their funding request within the next few months. Therefore, the applicant is anticipating full funding for the residential project to come through and for construction on both projects to begin in 2023, and is seeking extension of their SPR approval for another year, as well as their Stormwater Permit approval.

Recommendation: The commercial project applicant (Mr. Falcone/Woodlawn Plaza LLC) has assisted the residential project developer (WayFinders) in their search for funding to close the gap on the affordable housing project, which has been the cause of the delay in commencing construction. Such efforts demonstrate “good cause” for extension of the Site Plan Review approval for another year.

Action Needed: The Board should vote on the request to extend the Site Plan Review approval for another year, inclusive of an extension of the Stormwater Management Permit for the same period.

6:30 PM AGENDA ITEM #5 Accessory Dwelling Unit Draft Bylaw Public Hearing

Draft Accessory Dwelling Unit Zoning Bylaw:

<https://www.southhadley.org/DocumentCenter/View/10679/Accessory-Dwelling-Unit-Bylaw---Working-Draft---January-20-2023>

Housing Production Plan – Draft Housing Needs Assessment Executive Summary:

<https://www.southhadley.org/DocumentCenter/View/10738/Housing-Needs-Assessment-Executive-Summary---01-30-2023>

Accessory Dwelling Units (ADUs) are gaining in popularity regionally and nationally as an emerging affordable and flexible housing option that meets the needs of older adults and young families alike. These small homes and apartments are known by many other names such as in-law suite, guest house, granny flat, etc., and each conjure up different images and perceptions about how this type of housing may or may not fit into your community or neighborhood. No matter what your perception of their relationship to community character, these small housing units gently increase housing density in already developed areas by making use of existing developed land, infrastructure and housing stock, easing the burden on

undeveloped open space as the source of new housing. Meeting South Hadley’s housing needs cannot be accomplished with just one approach to the creation of new housing units. The combination of new apartment buildings, new multifamily and conversions, and the addition of small dwellings on existing residential lots can offer a diverse range of housing options for families of all incomes and sizes to choose from. Accommodating gentle density increases through the addition of small accessory dwelling units on already developed lots is often referred to as infill development. Accessory dwelling units (ADUs) can be both attached to an existing single-family residence or detached, located on the lot but as a separate structure diminutive in size.

Discussions about a framework for an ADU Bylaw have been conducted at the Planning Board meetings on 11/21/22, 12/19/22 and 1/9/23. The Planning Board also engaged with Building Commissioner Damian Cote at the 1/9/23 meeting to gather his feedback on how building and fire code standards would impact site planning and design considerations for attached and detached accessory dwelling units.

The Town is currently working on an update to the 2016 Housing Production Plan (HPP). Learn more about the planning process here: [Housing Studies and Reports | South Hadley, MA - Official Website](#)

An important part of the HPP update is the *Housing Needs and Demand Assessment*, and draft for the 2023 HPP update has just been released. This document provides analysis and commentary on the population, housing stock, and housing affordability for South Hadley using demographic and market data. The full document is online at the link above, as well as an Executive Summary. In summary, there is a current and growing need to provide small, affordable and accessible housing to people of all ages and families of all sizes. Important issues related to housing in South Hadley include an aging population, the need for appropriate and accessible housing options, a potential mismatch of housing types and sizes with housing needs, a potential opportunity for alternative small housing options and a return to traditional smaller housing footprints, a high number of low-income and housing cost burdened households, and a mismatch between the character of the current residents and their ability to afford the current market.

The Public Hearing will include a presentation by the Director of Planning and Conservation summarizing key findings in the Housing Needs Assessment, specifically as they relate to the role of ADUs in addressing South Hadley’s housing needs, and each section of the draft ADU bylaw.

ADU Informational Resources

EOEEA Smart Growth Toolkit – Accessory Dwelling Units

<https://www.mass.gov/service-details/smart-growth-smart-energy-toolkit-modules-accessory-dwelling-units-adu>

[AARP – All About Accessory Dwelling Units](#)

Website with links to numerous resources on ADU regulation and development.

<https://www.aarp.org/livable-communities/housing/info-2019/accessory-dwelling-units-adus.html?CMP=RDRCT-CSN-OTHER-LIVABLEADU-012819>

The ABCs of ADUs – AARP

[ABCs of ADUs-web-singles-082222.pdf](#)

The State of Zoning for Accessory Dwelling Units, the Pioneer Institute, 2018

<https://pioneerinstitute.org/pioneer-research/economic-opportunity/the-state-of-zoning-for-accessory-dwelling-units/>

New Hampshire – ADU Guides

As of June 1, 2017, NH law requires local zoning ordinances to allow Accessory Dwelling Units nearly everywhere single-family houses are permitted. The following link provides access to several publications sponsored by the State of New Hampshire on ADU permitting and development.

<https://www.nhhfa.org/housing-challenges-solutions/accessory-dwelling-units/>

Accessory Dwelling Units in New Hampshire – AARP

<https://www.aarp.org/livable-communities/housing/info-2017/adu-accessory-dwelling-units-law-new-hampshire.html#:~:text=The%20New%20Hampshire%20law%20defines%20an%20ADU%20as,same%20parcel%20of%20land%20as%20the%20principal%20dwelling%E2%80%A6%22>

Jump Starting the Market for ADUs: Lessons Learned from Portland, Seattle and Vancouver, San Francisco Chapter of the Urban Land Institute 2018

https://turnercenter.berkeley.edu/wp-content/uploads/pdfs/Jumpstarting_the_Market_-_ULI.pdf

Posted on September 17, 2014 by [Martin John Brown](#) in [Policy & Trends](#)

<https://accessorydwellings.org/2014/09/17/summing-up-adu-research-are-accessory-dwelling-units-as-great-or-as-horrible-as-people-say/>

ADU Companies

The following companies either sell prefabricated Accessory Dwelling Units or construct them. These links are provided to show examples of various types of ADU structures that are commercially available, including different sizes by square feet to offer visuals to help ground our discussions around these structures can be integrated into a residential property.

Note – I am in no way endorsing any particular company or product by providing these links but rather offer it as an example of the market that exists for these structures.

prefabADU

<https://www.prefabadu.com/backyard-homes/micro-units/micro-150>

<https://www.theprefablist.com/location/new-hampshire-prefab-cabins-cottages-adus>

<https://buildgreennh.com/prefab-adus/>

UMASS BCT program's demonstration ADU

[BCT Students Start Construction on the "Hygge House" Design-Build Project - Building and Construction Technology - UMass Amherst](#)

AGENDA ITEM #5 Planning & Conservation Department Report on Planning Projects and Development Updates

Next Meetings and Posted/Pending Agendas

3/6	<ul style="list-style-type: none">• White Wing Gas Station, Newton Street- Illuminated Sign (link)• ADU Bylaw Public Hearing continuation (link)
3/13	<ul style="list-style-type: none">• 280 and 286 Granby Road– Landowner Petition for a Zone Change - Public Hearing (link)
3/20	<ul style="list-style-type: none">• Short Term Rental Bylaws Public Hearing Continuation/Board Deliberation (link)
3/27	<ul style="list-style-type: none">• 25 N Sycamore Knolls SP- Expansion of a nonconforming structure (link)
4/10	<ul style="list-style-type: none">• 93 Mountainview St SPR- Home Occupation Dog Groomer (link)• Amherst Road Zone Change (link)
4/24	MPIC Bylaw Update Review Housing Production Plan Public Hearing
5/1 ??	
5/10	Annual Town Meeting
5/15 ??	Week of 5/15 or 5/22 – Schedule joint meeting with Selectboard for Housing Production Plan Adoption

The Board needs to set meeting dates for May thru August.

In addition to what is already scheduled, I am aware of several pending permit applications for new development projects. Given the full agenda thru March, I will attempt to schedule any

new permit applications for April, as long as statutory timeframes for permit review under MGL c.40A and/or Chapter 255 allow.

Return to In Person Meetings on April 1, 2023

The state legislation to extend key pandemic-era accommodations, including remote local government meeting authorizations, will expire on March 31, 2023. At this time, no new guidance has been issued to municipalities contrary to this. Thus, **as of April 1, 2023, all Planning Board meetings will be scheduled for in person attendance by all board members, staff, applicants and members of the public.** Town staff are monitoring this situation closely and will provide any updates as they become available. Meeting locations are TBD but will likely be at the Senior Center or Public Library. If possible, meetings will be recorded and/or televised.

Housing Production Plan

The Housing Plan Advisory Committee meeting scheduled for 2/23/23 has been rescheduled for 3/8/23. The Committee is currently reviewing the draft Housing Needs Assessment section of the plan and will offer comment at that meeting. They will also be reviewing plan goals and strategies, and site selection for affordable housing project concepts that will be the subject properties for the architectural subcontractor Utile to do conceptual layout plans.

AGENDA ITEM #8 Other New Business (topics which the Chair could not reasonably expect to be discussed/considered as of the date of this notice)

No new business had been submitted to me as of today.