

Background Materials for June 8, 2015

Agenda Items #1 through #11

Agenda Item #1 – Minutes

I have attached draft copies of the following minutes to the email transmittal for your consideration (these were previously transmitted to the members)

- 1). May 11, 2015 Planning Board Meeting
- 2). May 19, 2015 Special Planning Board Meeting

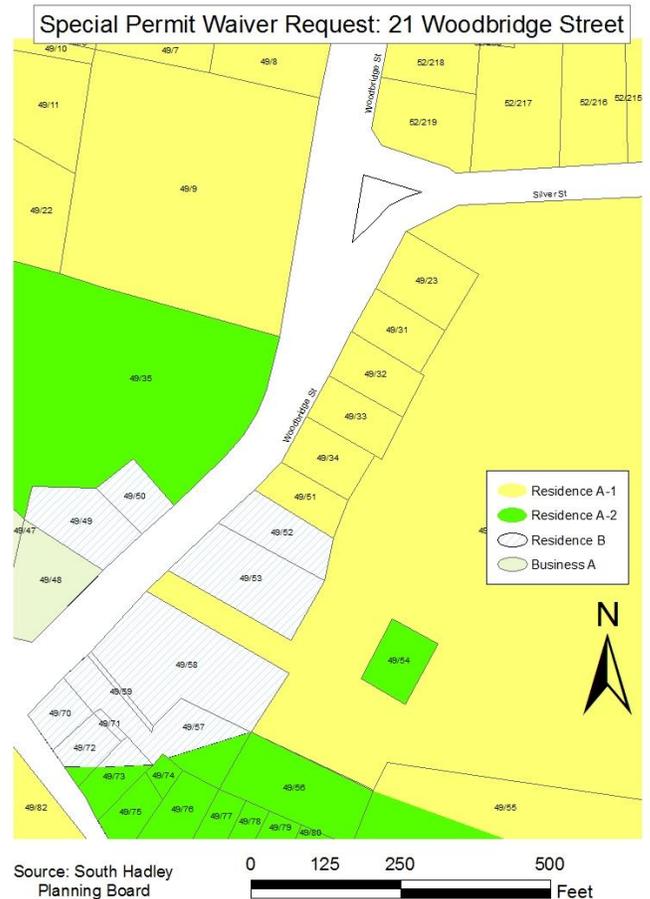
ACTION NEEDED: Review, edit and approve the minutes.

Agenda Item #2 – Bills and Correspondence

A list of the bills and correspondence are attached – at this time there are no bills to be paid.

Agenda item #3 – Request for Waiver of Section 2(F) Special Permit- 21 Woodbridge Street

This matter was discussed at the May 11, 2015 Planning Board meeting. Joe Stefanelli has requested a waiver of the requirement for a Special Permit to alter/modify a nonconforming structure/use under Section 2(F) of the Zoning Bylaw. As noted in May, this structure was built in 1911 and has been owned by Mount Holyoke College since 1959. The assessors have the building listed as a four family. However, it has been used by Mount Holyoke College as part of their student and faculty housing since 1959. It also does not conform to today's use or setback requirements – no Special Permit and it sits too close to Woodbridge Street and lacks the required side yard setbacks. It is located on the east side of Woodbridge Street opposite Fire District #2 Station. The property is zoned Residence A-1 which allows multifamily by Special Permit. (See aerial photo and zoning map excerpts below)



A copy of the applicant's submittal has been posted on the Town's webpage at the following link: <http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1592>

Alteration/expansion of the uses or structures require a Special Permit from the Planning Board under Section 2(F)2 of the Zoning Bylaw prior to permitting or undertaking any of the improvements/changes which may be granted but the Board must

“find that such change, extension or alteration will not be substantially more detrimental than the existing nonconforming use to the neighborhood in which it is located.”

A waiver of the Section 2(F)2 Special Permit requirement may be granted if the changes/alterations are minor (such as, those of a cosmetic nature, those necessary for users/occupants safety, those necessary to make the facility handicapped accessible, or any changes/alterations of a similar nature) and do not increase the capacity or change the use of the facility. In this instance, the applicant has described the proposed modifications as being clearly cosmetic and enhancing the safety of the occupants. The capacity of the building will not increase in that it was rented to the public for four dwellings according to the Town Assessor records prior to Mount Holyoke College purchasing the property in 1959. During the intervening 56 years, the College has apparently continued to use the property for their student and faculty housing and nothing has been presented or suggested that they altered the building to reduce its capacity.

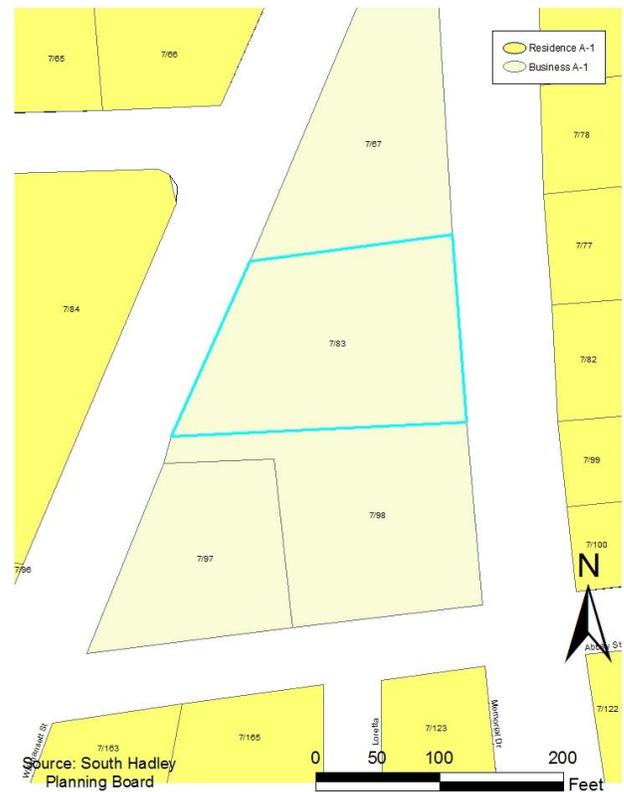
ACTION NEEDED: Determine whether the proposed changes meet the standard for granting of a Special Permit and whether the Special Permit process should be waived. The Board may wish to attach conditions to any such waiver it deems appropriate and necessary reasonably related to the proposed alterations/modifications.

Agenda Item #4 – Dashing Divas Illuminated Signs

Chuck's Signs has submitted a request to reface 2 existing signs and install one new illuminated sign with opaque background and only illuminate copy “with fluorescent lamps” at the Dashing Divas facility at 2092 Memorial Drive. One of the signs to be “refaced” was previously illuminated and the other will not be illuminated. The new illuminated sign is to be atop the existing freestanding sign.

The application submittal has been posted on the Town's website at the following link: <http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1587>

The subject property is zoned Business A-1 which allows such signs but requires Planning Board approval of the illuminated signs. (See the map and aerial photo on next page)



In reviewing and acting upon illumination of signs, Section 8(F)7 of the Zoning Bylaw provides the following:

7. Illumination of Signs. No illuminated signs shall be permitted unless first approved by the Planning Board. Prior to approving an illuminated sign, the Planning Board must make a determination that the sign will not be adverse to the character of the surrounding neighborhood or the community. The Planning Board shall notify, by mail, abutters of the date, time, and place of the Planning Board meeting at which the request for an illuminated sign is to be considered.
 - a. Exception. Traffic control and directional signs by Municipal, State and Federal agencies shall be excepted from this requirement.
 - b. Adverse to surrounding neighborhood or community. Signs which illuminate more than what is necessary to convey the message or name being promoted or create glare which may impact motorists are generally considered to have an adverse impact on the community. Such adverse impact arises from excessive light pollution. Therefore, in determining whether to approve the illumination of a sign, the Planning Board shall:
 - 1). consider and minimize the illumination impact of the signage illumination on the surrounding properties; and,

- 2). only approve internally-illuminated signs where only the lettering or logo of the enterprise or message being promoted are illuminated; and,
- 3). ensure that the illuminated sign does not illuminate adjoining or nearby residential properties or pose a danger to motorists on adjoining or nearby roadways which might arise from glare from the illumination source; and,
- 4). not approve exposed or illuminated neon signs; and,
- 5). require that illumination sources not illuminate the background or field of a sign except to the extent that the background or field (due to the shape of the sign area) is clearly a logo of the company or enterprise being advertised.

Therefore, the question for the Planning Board is whether or not the new signs proposed for Dashing Divas will be “adverse to the character of the surrounding neighborhood or community”. This determination is to include consideration of the 5 standards outlined in item 7b above.

ACTION NEEDED: Determine whether or not the new signs will be “adverse to the character of the surrounding neighborhood or community”.

Agenda Item #5 – Rise of the Falls Request

The Rise of the Falls Facilitation Group was created 3 years ago as a follow up to the AIA SDAT visit and report. It was created for the purpose of ensuring that the SDAT effort would continue to be a community focus until institutional structures were in place to solidify the progress. In creating the organization, a “sunset” provision was established to provide that it would go out of existence after 3 years unless extended for 3 more years. The Group voted to not request an extension as the South Hadley Falls Neighborhood Association and the South Hadley Redevelopment Authority are two institutional structures which are now in place to further the SDAT recommendations.

In carrying out their mission, the Group initiated a “Walking the Falls” project which has been implemented but has not been “completed” in that there remain funds available to further implement the project. Therefore, the Group has requested that the Planning Board assume responsibility for the project in the interim as stated in the attached letter from the Group’s Chair – Helen Fantini.

ACTION NEEDED: Determine whether or not to assume responsibility for the “Walking the Falls” project as outlined in the letter from Helen Fantini.

Agenda Item #6 – Ad Hoc Housing Study Committee

As has been previously discussed, the Town is about to embark on a Housing Study consisting of two primary components:

- Housing Production Plan
- Multifamily Development Study

Funding for these efforts has been obtained from the Department of Housing and Community Development under the PATH program, the Pioneer Valley Planning Commission (PVPC) under the District Local Technical Assistance (DLTA) program, and a Town Meeting appropriation.

In meeting with the PVPC staff on this effort, we agreed that an advisory committee would be helpful. This would be an “ad hoc” committee with expected life of one year. The members would likely meet up to 6 times during the course of the project beginning in September of this year. The primary focus of the committee efforts will be in providing feedback regarding the Housing Production Plan in the following respects:

- Knowledge of the Housing Market and particularly the needs of the low/moderate-income population
- South Hadley Housing Priorities
- Recommendations for achieving the goals of the Housing Production Plan

The committee will, to the extent it relates to the priorities and objectives of the Housing Production Plan, serve to provide some input on the multifamily development study. However, the Planning Board – due to the relationship to zoning and the Master Plan – is expected to be the primary source of feedback on recommendations in that area. It serves the most benefit if the Planning Board receives direct feedback from the community and the PVPC on identifying locations appropriate for multifamily development.

Discussions with the PVPC staff suggest that the following would be an appropriate composition of the Housing Study Committee:

- Housing Authority Executive Director
- Representative of an affordable housing developer – suggestion is HAP, Inc.
- Representatives of the South Hadley Redevelopment Authority (up to two persons)
- Private Developer – suggestion was made of Ken LeBlanc due to his Alvord experience
- Chair of the Zoning Board of Appeals
- Citizen at large

In discussing this matter with the Town Administrator, he indicated that the Selectboard would need to appoint the Housing Committee. However, he suggested a recommendation from the Planning Board would be appropriate.

Since the committee would not likely meet until September, there is time for the appointment process to occur. However, given the summer meeting schedules, I think it is prudent to have the appointments occur as quickly as possible. Therefore, the Board could recommend that the Selectboard create and appoint a Housing Study Committee to consist of no more than 7 members with the composition as follows:

- Housing Authority Executive Director
- Representative of an affordable housing developer – suggestion is HAP, Inc.
- Representatives of the South Hadley Redevelopment Authority (up to two persons)
- Private Developer – suggestion was made of Ken LeBlanc due to his Alvord experience

- Chair of the Zoning Board of Appeals
- Citizen at large

The charge of this committee would be as follows:

Provide knowledge and feedback to the PVPC and Town staff in regards to the Housing Study with a primary focus in providing feedback regarding the Housing Production Plan in the following respects:

- Knowledge of the Housing Market and particularly the needs of the low/moderate-income population
- South Hadley Housing Priorities
- Recommendations for achieving the goals of the Housing Production Plan

The committee will, to the extent it relates to the priorities and objectives of the Housing Production Plan, serve to provide some input on the multifamily development study. However, the Planning Board – due to the relationship to zoning and the Master Plan – is expected to be the primary source of feedback on recommendations in that area. It serves the most benefit if the Planning Board receives direct feedback from the community and the PVPC on identifying locations appropriate for multifamily development.

Duration of this committee is to be for no more than 12 months and could be substantially less. No more than 6 meetings of the committee are anticipated to be necessary to complete its role.

ACTION NEEDED: Determine whether or not to recommend a Housing Study Committee. If a committee is to be recommended, determine the charge and scope of the committee and vote to make a recommendation to the Selectboard.

Agenda Item #7 – July, August, and September meeting dates

The last time we discussed this matter, it was clear there were meeting conflicts with various schedules. Since I anticipate one or more projects to come forward which cannot make the June 22, 2015 meeting agenda due to notice requirements, it is vital that at least one firm date be identified for a meeting during each of these months.

At present, the meeting schedule for these months is as follows:

- a) July 6, 2015 (Currently have a schedule conflict through July 8th)
- b) July 13, 2015 (several members have voiced schedule conflicts)
- c) July 27, 2015
- d) August 10, 2015 (Currently have a schedule conflict)
- e) August 24, 2015
- f) September 14, 2015 (Conflicts with Rosh Hashanah)
- g) September 28, 2015

ACTION NEEDED: Determine at least one meeting date for each month which can be attended by at least five (5) members in case a Special Permit application is presented as anticipated.

Agenda Item #8 – Master Plan Matrixes

This is a continuation from April 13, 2015 and the May 11, 2015 meeting at which time Mark, Jeff, and Melissa provided a synopsis of their reviews of the portions of the matrixes they had been assigned. The remaining portions are:

These Matrixes were previously provided to you. At the last meeting, the Board divided the matrixes up for your individual review as follows:

- Conservation Commission through Library: Helen Fantini
- Planning Board: Joan Rosner

The review is to answer the following:

- What has been done?
- Has the Recommended Action been completed?
- Is the Recommended Action relevant today?
- What should be the priorities for the next five years?
- Is another party a better match for being responsible for implementation?

Given the scope of the agenda, there may not be time to review any of the Matrixes.

ACTION NEEDED: No definitive action is required at this time; however, the Board agreed at a March meeting to review each of the Recommended Actions on these matrixes.

Agenda Item #9 – Possible Bylaw Amendments

I included this item in the event we have time to begin discussing possible bylaw amendments (General and Zoning) for this coming Fall Special Town Meeting. We are likely to have time to have such a discussion on June 22, 2015 since the Canal and Bardwell Street applications have not been submitted as yet.

With that in mind, there are several Bylaws and Zoning Bylaw amendments which the Board has talked about or are strongly promoted in the Master Plan:

- a) Design Review
- b) Flexible Development – making it workable and desirable for everyone involved including developers
- c) Inclusionary Housing or Workforce Housing
- d) South Hadley Falls 40R Smart Growth District

I think the Board has agreed that Inclusionary Housing or Workforce Housing is not a priority and it may be a recommendation of the Housing Study process.

At this point, I think it would be helpful for the Board to discuss whether or not all or any of these topics should be pursued for the Fall 2015 Special Town Meeting – understanding that the South Hadley Falls 40R Smart Growth District is dependent upon others to decide whether or not we can pursue it – and outline a timeframe for review of the possible amendments.

I would urge the Board to be cautious of putting forth too many complex articles. It seems that things have gone best when we had a few articles which allowed a good focus.

Design Review. We had the UMass Report completed and the draft of the 40R Smart Growth District proposal includes Design Guidelines. But, there are some questions regarding the process for Design Review which should be answered before even setting forth proposed Design Standards, such as:

- Should the Design Review be a General Bylaw or part of the Zoning Bylaw?
- Should the Design Review be mandatory or optional?
- Should recommendations of Design Review be mandatory or optional?
- To what projects or in which areas should Design Review be applied?

I am researching what other communities do in this regard. But, it seems to be varied by community. Thus, it would appear to be more of what seems best for South Hadley. I will recommend that it be a “General Bylaw” and not a Zoning Bylaw.

Flexible Development. The Board worked extensively on this amendment before deciding to wait and reevaluate the proposed changes. I believe the biggest sticking point is how the yield should be calculated including the following questions:

- Require a Preliminary Plan or use the formula?
- Exclude portions of areas with limited building or no building potential? If so, what are they and what percentage?

It is my recollection that the Board determined that you do NOT want to require a Preliminary Plan and that you do not want to eliminate or exclude areas from calculating the potential yield.

South Hadley Falls 40R Smart Growth District. As the Board is aware, the Town has submitted a proposal to the State and is awaiting the State’s determination. Upon receipt of a Preliminary Approval, the Planning Board will be able to begin the process of considering a Zoning Bylaw amendment to implement this Overlay District.

The process for creation of a 40R Smart Growth District involves a variety of steps, of which the Town has already initiated the first two involving a public hearing and submittal of a Preliminary Application to the State. The remaining steps involve: the following steps:

- 3). Once DHCD has given their final approval the town then goes through the normal zoning adoption process (including another Public Hearing but this

one conducted like all other hearings for amendments to the Zoning Bylaw). The Letter of Eligibility is valid for three years, thus, we have three years from the date of the Letter of Eligibility (Preliminary Determination of Eligibility) to do this.

4). Once adopted by Town Meeting, the town submits proof of adoption to DHCD (including showing any changes required in their Letter of Eligibility).

5). DHCD reviews the submission and issues its final approval (a non-expiring Letter of Approval).

Thus, once the Letter of Eligibility is received, the Planning Board will need to hold a public hearing and provide Town Meeting with the Board's recommendation.

Conversion of Existing Single-Family to a Two-Family. I have recently received an inquiry from someone representing the owner of a rundown single-family residence – a large residence apparently – who is interested in converting the structure to a two-family. However, it is in the Residence A-1 Zoning District which does not permit such conversions. They also noted the cumbersomeness of the current process. Therefore, I have suggested, that under the current provisions, their only course of action would be to submit an application to building a new 2 family dwelling on the premises and tear down the existing structure. With enough land, they could apply for a Special Permit for a 3 family and not have to comply with Section 7(F); however, it appears that they do not have sufficient land in this instance.

ACTION NEEDED: No action is required at this point, but some Board direction on this matter would be helpful to keep items on track for the Fall 2015 Special Town Meeting.

Agenda Item #10 - Development Update and Planner's Report

I will provide a report on the following items:

a. *Development Report*

Annafield Estates Subdivision: This project is moving towards final completion very shortly.

Rivercrest Condominiums: I have been working with the developer, their bank's attorney, and their project engineers to get everything in order for them to submit plans for endorsement. I expect this matter to be on the agenda for the June 22, 2015 Planning Board meeting. This will NOT be a public hearing. The task for the Board is a determination that the plans conform to the provisions of the Special Permit and that the appropriate access and Performance Guarantees have been provided. They will be providing a Tri-Party Agreement which provides the necessary financial resources to satisfy the \$350,000 Performance Guarantee. Language in the Tri-Party Agreement address the Board's comments in December 2014 in regards to escalation of the costs.

34 Bridge Street: While Mr. Spring has apparently obtained the Electrical and Plumbing Inspectors' approvals of the unit involved, there remain other issues which have not been resolved. Therefore, I notified Mr. Spring that he needs to either 1) obtain all necessary

approvals by the end of May or 2) apply for a Special Permit from the Planning Board. He called and explained that he was having trouble obtaining cooperation from his neighbor necessary to satisfy the Building Commissioner and Fire Department. I responded that he needs to obtain their approval and do so in writing – satisfying those codes is a condition of the waiver granted over 2 years ago.

One Canal Street and 27 Bardwell Street: No application for either project has been received as of June 3, 2015. Therefore, the public hearings on the Special Permit applications cannot begin on June 22, 2015.

Mountainbrook Street Acceptances: Progress towards having Red Bridge Lane and East Red Bridge Lane accepted at a future Town Meeting appears to be slow.

Ethan Circle. I have been working with the applicant's attorney and consultants to get the various documents in proper form. This matter MAY be ready for June 22nd; however, I don't think so.

b. *Pioneer Valley Planning Commission*

Housing Plan. We have been informed that we are to receive \$15,000 in funding from the PATH grant and \$8,000 in funding from the District Local Technical Assistance program contingent upon Town Meeting appropriation of the local funds at the May 11, 2015 Town Meeting – this request is on the Special Town Meeting warrant so the funds would be available this fiscal year. All of these funds would enable us to undertake an update of the Housing Production Plan (part of the Housing Chapter of the Master Plan) as well as undertake the multifamily development study.

South Hadley Falls 40R District. Working with Larry Smith from the PVPC, we prepared an addendum for submittal to the State to address several items that they identified as deficient in their initial review.

c. *Meeting Schedule through September 2015*

This is to recap the meeting schedule that the Board accepted through September 30th: Hopefully, we will finalize the July through September schedules at this meeting:

- a) June 22, 2015
 - b) July 7, 2015 (I currently have a schedule conflict)
 - c) July 13, 2015 (several members voiced schedule conflicts)
 - d) July 27, 2015
 - e) August 10, 2015 (Currently have a schedule conflict)
 - f) August 24, 2015
 - g) September 14, 2015 (Conflicts with Rosh Hashanah)
 - h) September 28, 2015
- d. *Professional Development Day – Held on April 17, 2015:* It appears the focus of the Professional Development Day was on public safety and security.
- e. *Workshops/Training Opportunities*

- f. *OnLine Permitting Program*
- g. *New Town Website*: working on better managing the Board's materials on the website.

Agenda Item #11 – Other New Business

I have included this agenda item for Board members to bring up new items (for discussion and future consideration) that are not on the agenda and which the Chair could not reasonably expect to be discussed/considered as of the date which the agenda was posted.

RPJS Properties
2 Benoit Lane
South Hadley, MA
(413) 355-4676

In Reference to 21 Woodbridge Street:

Section 2(f) of the Zoning Bylaw states that “The Planning Board may waive the requirement for a Special Permit when the changes/alterations are minor (such as, those of a cosmetic nature, those necessary for users/occupants safety, those necessary to make the facility handicapped accessible, or any changes/alterations of a similar nature) and do not increase the capacity or change the use of the facility.” The changes / alterations that we will be making will be cosmetic upgrading of the existing kitchens / bathrooms, and upgrading the electrical system by replacing all of the outdated and dangerous knob and tube wiring with new, and up to code romex wiring. This update is essential for the occupants safety as knob and tube wiring is known to be extremely dangerous and the cause of many electrical fires. We will also not be increasing the capacity or changing the use of the structure, therefore we believe that the special permit waiver should apply.

This property fits into the “preexisting” classification as it was constructed in 1911 and converted to a 4 family dwelling in 1929. It has since remained that way and been used that way by a few different owners, the longest and most recent being Mt. Holyoke College.

Accordingly, we are hereby requesting a Waiver of the Special Permit requirement under Section 2(F) of the South Hadley Zoning Bylaw.

In support of this request, please find attached a narrative following the outline of the Standard Special Permit Application Form. To summarize the key points made in the narrative:

1. As noted above, the structure will be left it in its historical appearance and use while making the structure safer for its residents.
2. Retention of the four units as safe rental housing supports the needs identified in the Master Plan and its objectives.
3. The density requirements imposed by Section 7 of the Zoning Bylaw do not apply to this building which predates the May 10, 2014.
4. While the Zoning Bylaw does not expressly require 2 parking spaces per residence, we are proposing to provide such parking.

We look forward to meeting with the Planning Board to discuss this matter June 8, 2015.

Thank you,



Joe Stefanelli

RJPS Properties LLC
21 Woodbridge Street
South Hadley, MA 01075

II. Application Support Documentation

a) The property will remain as a residential 4 family building and we intend to lease out the 4 units separately. With the close proximity to Mt. Holyoke College it is likely that the majority of lessees will either be students or faculty at the college. We plan to offer month to month leases or shorter term leases for those who are interested. Neither the number of units nor the number of bedrooms per unit will be changed in any way from its existing setup.

b) Photographs of existing site conditions are attached

c) Section 7 states that multi-family dwellings require a certain amount of acreage, which this building does not have, but section 7z-5 states that any development before May 10, 2014 is an exception to this acreage requirement. The building was constructed in 1911 and all surrounding property is owned and in use so expanding the size of the lot would be impossible.

Section 8 parking requirements state that "For multi-family dwelling: One-and-one-half spaces per dwelling unit. This number may be increased by the Planning Board for dwelling units with two or more bedrooms. This means that 8 spots are required for this property. There are currently 7 spots but a drawing is attached showing the new layout to create 8 parking spots.

- d) The Master Plan for South Hadley states that we have an unmet need for rental properties. This home was constructed in 1911 and converted to a 4 family dwelling in 1929. It has since remained that way and been used that way by a few different owners, the longest and most recent being Mt. Holyoke College. We will remain consistent with the Master Plan by keeping the property a 4 family dwelling, we will not be converting to a business use or taking away from the look and feel of the town by putting up signs or changing the footprint and historic look of the house. All the original character of the home will remain, and we think that is an important factor considering it lies right on the fringe of the South Hadley Historic District (historic district map attached.) Keeping the property as a 4 family will also help the towns need for affordable rental housing, they will not be high end apartments, just basic clean units that will provide affordable housing for residents of South Hadley.
- e) Section 2(f) of the Zoning Bylaw states that “The Planning Board may waive the requirement for a Special Permit when the changes/alterations are minor (such as, those of a cosmetic nature, those necessary for users/occupants safety, those necessary to make the facility handicapped accessible, or any changes/alterations of a similar nature) and do not increase the capacity or change the use of the facility.” The changes / alterations that we will be making will be cosmetic upgrading of the existing kitchens / bathrooms, and upgrading the electrical system by replacing all of the outdated and dangerous knob and tube wiring with new, and up to code romex wiring (estimate attached.) This update is essential for the occupants safety as knob and tube wiring is known to be extremely dangerous and the cause of many electrical fires. We will also not be increasing the capacity

or changing the use of the structure, therefore we believe that the special permit waiver should apply.

- f) This property is not located in the historic district of South Hadley, but the home does have a rich history in the town of south Hadley. We will not be changing the structure on the exterior in any way except fixing some termite damage and applying a fresh coat of paint. The look and feel of the house will remain the same and we will continue to maintain the character of the home.
- g) The building was constructed in 1911 by a man from Holyoke, MA for his sisters tea house. They ran the tea house for about 18 years before converting the property to a 4 family and renting out the apartments. I have attached documentation on the known history of the property.
- h) N/A
- i) The remodeling of the property will begin within 2 weeks of closing. The first step is to demo all the wood in the basement and on the exterior that has been damaged by termites. The second step will be to replace all the knob and tube wiring throughout the house, this will be completed within 1 month of closing. The final step will be cosmetic upgrades throughout, including kitchens and bathrooms. All 4 units will be done and ready to be occupied within 6 months of closing on the property.
- j) N/A
- k) N/A

III. Plans are attached to this document

IV. Plans are attached to this document

V. N/A – This property is not being developed it already exists and the footprint or style of the house will not be altered

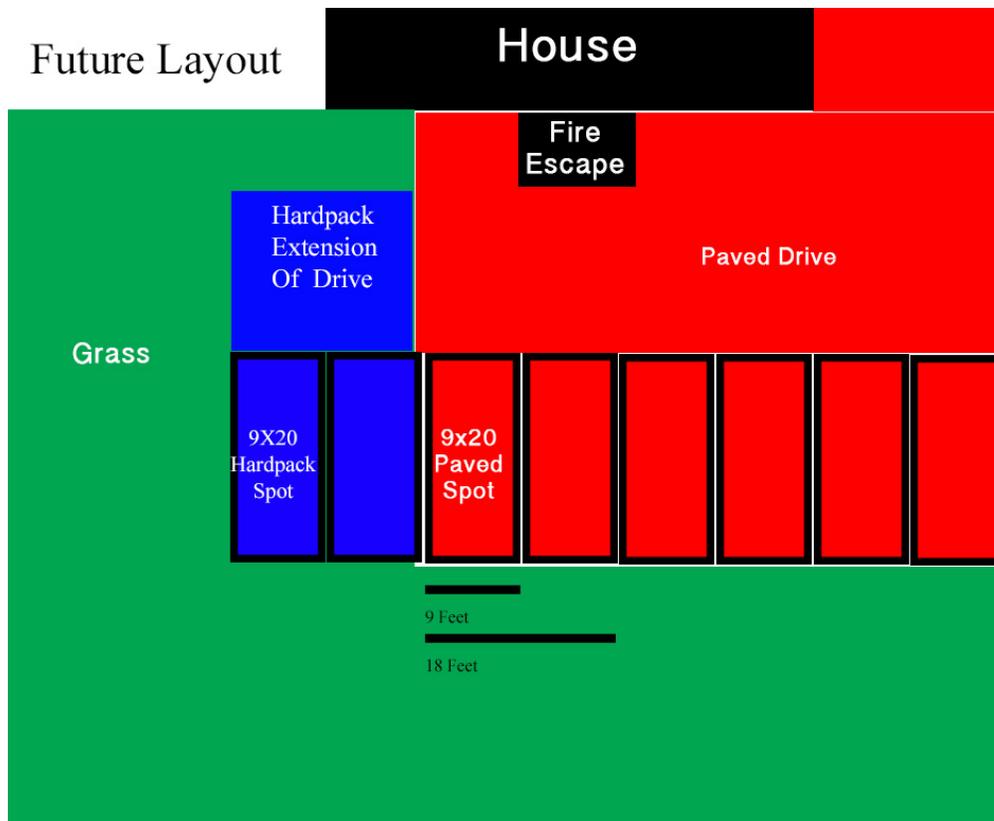
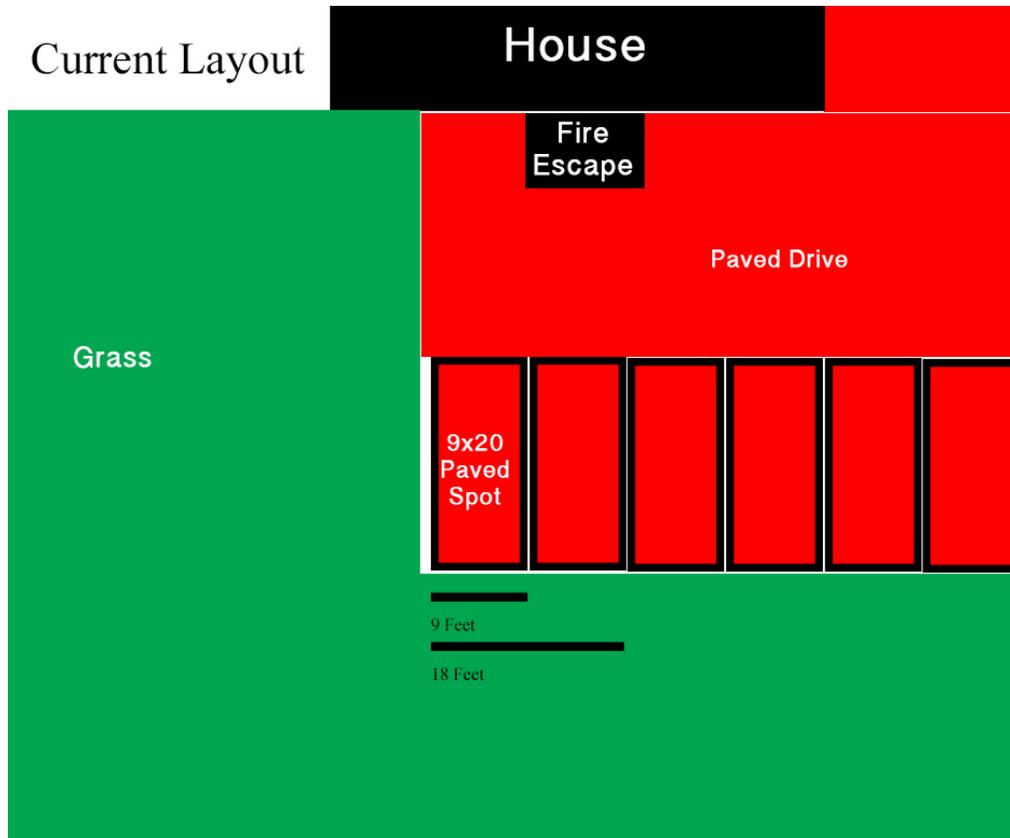
VI. Management Plan

- a) As the managers of the property both my partner and I will be available on our cell phones 24-7 in case of emergency
- b) RJPS Properties will have 4 units to be rented out, 1 3 bedroom unit, 2 2 bedroom units, and 1 1 bedroom unit. This should result in 8 tenants occupying the property at full capacity
- c) There is a parking lot around back of the property that currently has 7 spots, we will be extending the parking lot as required to add an additional parking spot and meet the requirement of 8 spots (see attached plan)
- d) For trash and recyclables management, there is a designated space in the back of the house and underneath where trash barrels and recycling bins will be kept for the tenants to use. The town does curbside pick up once every 2 weeks and it will be the tenants responsibility to purchase green bags and put out to the curb
- e) RJPS Properties will handle all grounds maintenance, we have a plow truck and our own mowers. All walkways will be shoveled in the winter and sanded as needed and the driveway will be plowed and sanded as needed. The lawn will be cut and maintained on as as needed basis
- f) There are no significant sources of noise or light emissions from the property
- g) There will be no deliveries of any type to the property

Existing Site Conditions

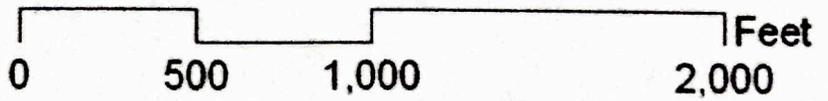
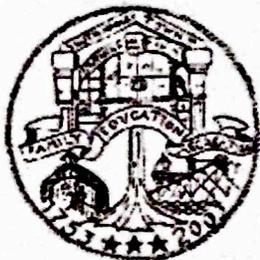
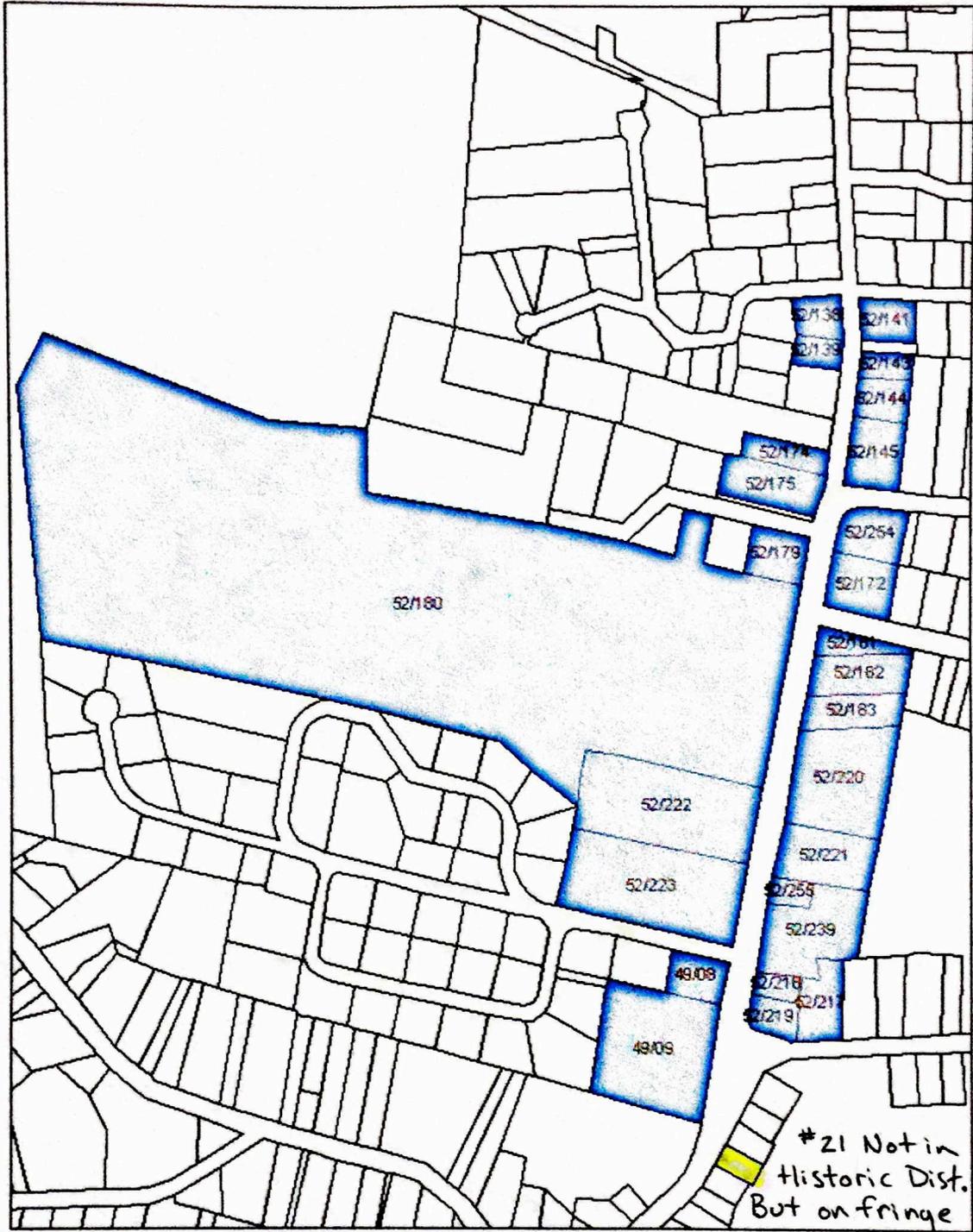


Section 8 Parking Requirements plan



Woodbridge Street National Historic District Properties

N



Sources: South Hadley Planning Board, 2007

Robert Klopfer
MA Electrical License #51408E
(413) 563-9210
rgklopfer@msn.com

Work Performed:

Ronald Baldwin
Joseph Stefanelli
21 Woodbridge St
South Hadley, MA 01075
(413) 355-4676
homefacelifters@gmail.com

Description:

- Remove all knob and tube wiring, including what is in the walls and ceilings
- Run all new romex and all new devices to existing locations
- Split up circuits if needed to bring to code
- Install GFCI's where needed (kitchens and bathroom outlets)
- Staple wires where needed and clean up existing wiring to bring to code as mentioned in home inspection report
- Install arc-fault breakers on new circuits to bring up to code

Materials \$2,650

Labor \$7,650

Total \$10,300



Robert Klopfer

Gaylord Memorial Library

A South Hadley Historic Treasure

This is the House that Jack Built

□ [JANUARY 27, 2011](#) □ [OCTOBER 16, 2014](#) □ [GAYLORDLIBRARY](#) □ [1 COMMENT](#)

If you have ever walked down Woodbridge Street in South Hadley, you may have noticed a peculiar inscription on the chimney of one of the houses stating, "This is the House that Jack Built." This "house that Jack built" is the Croysdale Inn located at 21 Woodbridge Street.

The inn was built by John (Jack) Parfitt, a Holyoke builder, in the spring of 1911. "Jack" constructed the inn for his two sisters, Frances and Isabella, so that they could expand their business, Ye Old English Tea Rooms. The sisters began their business in the spring of 1909 in a small red building located near the village common. The business quickly became popular, especially with the Mount Holyoke College girls. In need of more space, the sisters moved the tea rooms into a nearby house just a year later, which shortly proved unable to accommodate the increasing business. The following spring, their brother constructed the spacious Croysdale Inn (named after a family ancestor) so that the tea rooms could expand.

Upon the completion of the Croysdale Inn, the many people who helped plan and construct the inn decided to engrave on the north chimney, "This is the House that Jack Built" to capture the heart and effort put in to its establishment. Whether coincidence or not, I cannot help but think that the inscription also serves as a nod to the popular British nursery rhyme by the same name. Regardless of who or what the dedication was truly meant to honor, the inn has become best known by those words rather than by its given name.

The substantial three story building originally had a gray colored stucco exterior with dark green trimmings. The first floor, decorated in gold and brown was comprised of four dining rooms, a large kitchen, and a wide piazza at the back which was used to serve afternoon tea. The three smaller dining rooms were called the English, Dutch, and Japanese rooms, and they were designed to accommodate small parties. The north dining room ran the length of the building and was used for larger parties. According to Irene Cronin, who had written a piece on the building in the Hampshire Weekend Gazette in 1995, "The inn catered to parties, private lunches, and dinners and was noted for its home cooking." Frances and Isabella not only ran their business on the first floor of the inn, but they lived upstairs in one of the many bedrooms on the second and third floors.

The sisters operated the tea room for 18 years until they decided to close the business and divide the building into apartments. They remained in the house for a few more years while Frances worked at Mount Holyoke College as secretary to the treasurer. In 1937 they turned the house over to the Home Owners Loan Corp. The property then went through several owners until it was purchased and renovated by Mount Holyoke College in 1959.

Today, the apartments continue to house faculty of Mount Holyoke College.

Like the nursery rhyme that tells a cumulative tale of people and things indirectly related to the house of a man named Jack, "The House that Jack Built" has a long history in South Hadley that undoubtedly will continue to grow.



(<http://gaylordlibrary.files.wordpress.com/2011/01/house1.jpg>)

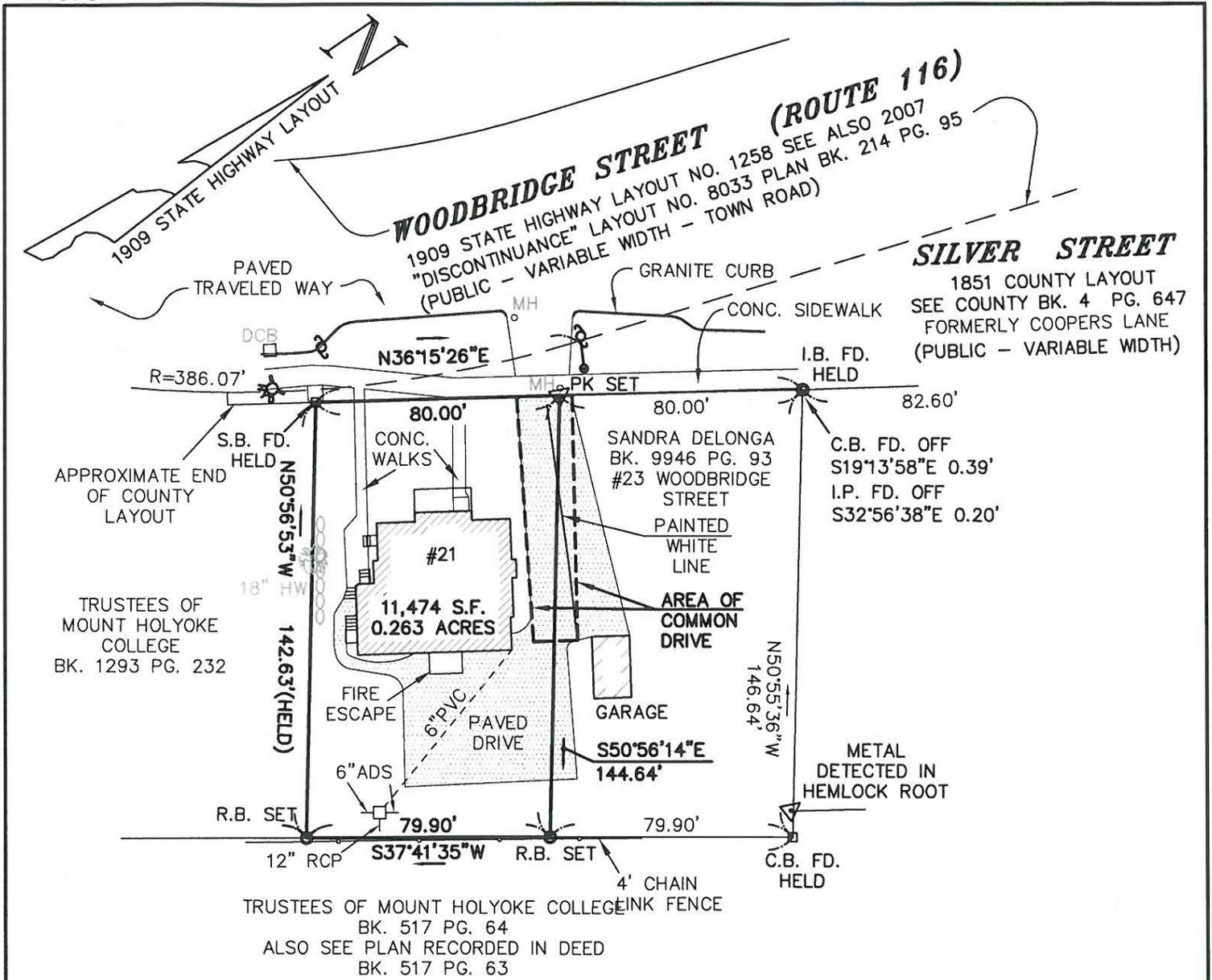
Croysdale Inn. If you look closely, you can see the dedication on the chimney, "This is the House that Jack Built."



(<http://gaylordlibrary.files.wordpress.com/2011/01/house2.jpg>)

Special thanks to Irene Cronin for her information on the building through her article "Inn was 'the house that Jack built'" published in the Hampshire Weekend Gazette 1995.

▣ Uncategorized ♦ CROYSDALE INN, GAYLORD MEMORIAL LIBRARY, SOUTH HADLEY, THIS IS THE HOUSE THAT JACK BUILT, WOODBRIDGE STREET



LEGEND AND ABBREVIATIONS

- R.B. SET REINFORCING BAR SET
- ▽ PK SET PK NAIL SET
- I.B. FD. IRON BAR FOUND
- I.P. FD. IRON PIPE FOUND
- ▣ C.B. FD. CONCRETE BOUND FOUND
- ▣ S.B. FD. STONE BOUND FOUND
- MH MAN HOLE
- DCB DRAINAGE CATCH BASIN
- 18" HW HARD WOOD TREE
- RCP REINFORCED CONCRETE PIPE
- ADS DRAINAGE PIPE
- PVC POLYVINYL CHLORIDE PIPE

SHERMAN & FRYDRYK, LLC
Land Surveying and Engineering
 3 Converse Street, Suite 203
 Palmer, MA 01069

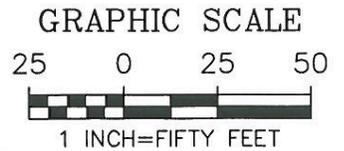
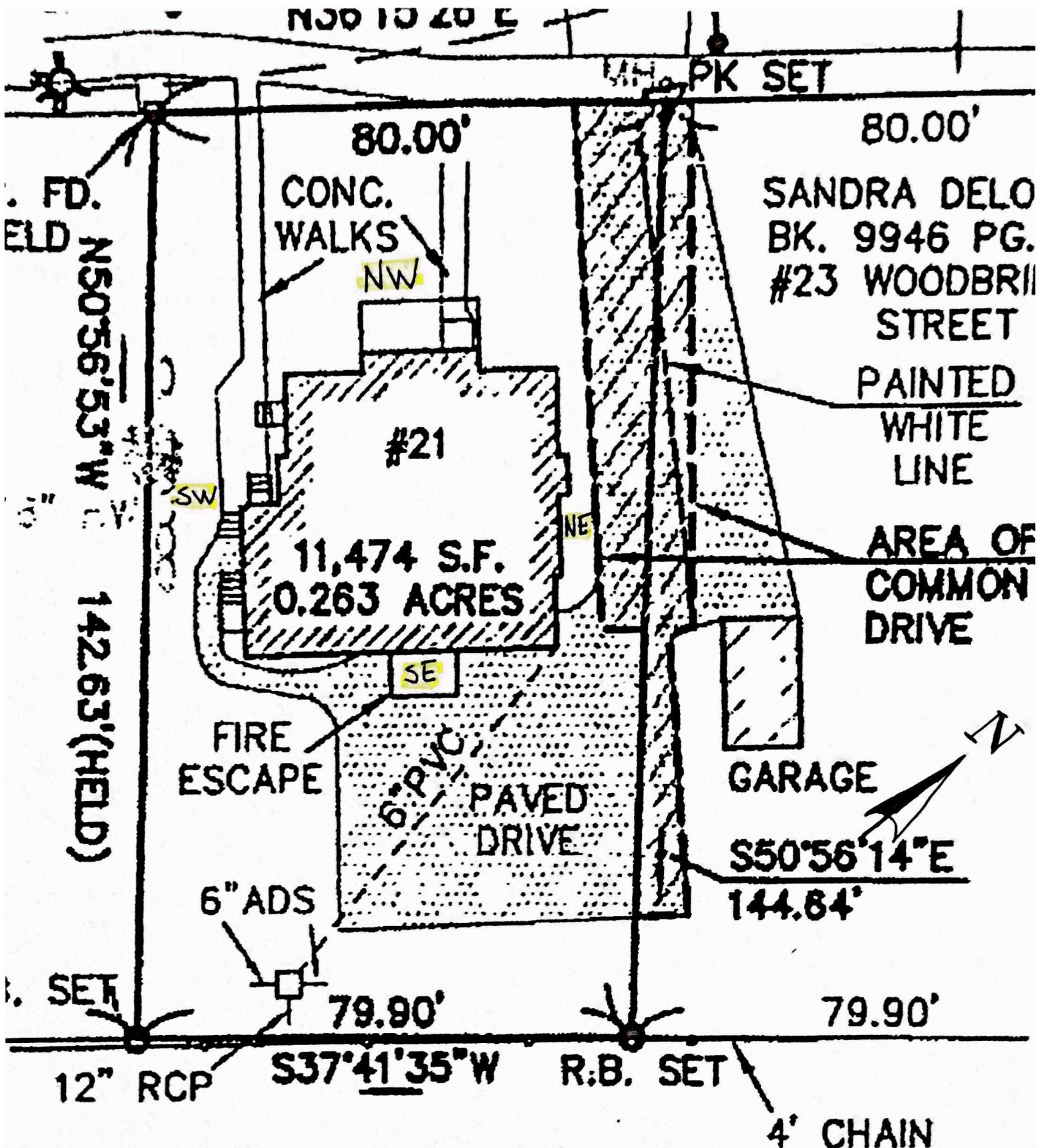


EXHIBIT A – COMMON DRIVE
 PREPARED FOR
TRUSTEES OF MOUNT HOLYOKE COLLEGE
21 & 23 WOODBRIDGE STREET
SOUTH HADLEY, MA

DATE: 12/4/2014 PROJECT NO: 04016A DRAFTING: DJF

CHECKED: TRF APPROVED: DJF HORZ: 1"=50'



SANDRA DELO
 BK. 9946 PG.
 #23 WOODBRILL
 STREET

PAINTED
 WHITE
 LINE

AREA OF
 COMMON
 DRIVE



PROPERTY SETBACKS

| | |
|---------|-------------------|
| SW Side | - 14.88' |
| NW Side | - 29.00' (street) |
| NE Side | - 12.75' |

1901 COUNTY...
 SEE COUNTY BK. 4 PG. 6
 FORMERLY COOPERS LAN
 (PUBLIC - VARIABLE WIDT



CONC. SIDEWALK

I.B. FD. HELD

82.60'

C.B. FD. OFF
 S19°13'58"E 0.39'
 I.P. FD. OFF
 S32°56'38"E 0.20'

METAL
 DETECTED IN
 HEMLOCK ROOT

C.B. FD. HELD

N50°55'36"W
 146.64'

80.00'
 SANDRA DELONGA
 BK. 9946 PG. 93
 #23 WOODBRIDGE
 STREET
 PAINTED
 WHITE
 LINE

AREA OF
 COMMON
 DRIVE

GARAGE

S50°56'14"E
 144.84'

79.90'

4' CHAIN

(PUBLIC)
 N36°15'26"E

M.H. PK SET

80.00'

CONC.
 WALKS

#21

11,474 S.F.
 0.263 ACRES

FIRE
 ESCAPE
 6" ADS

6" ADS

79.90'

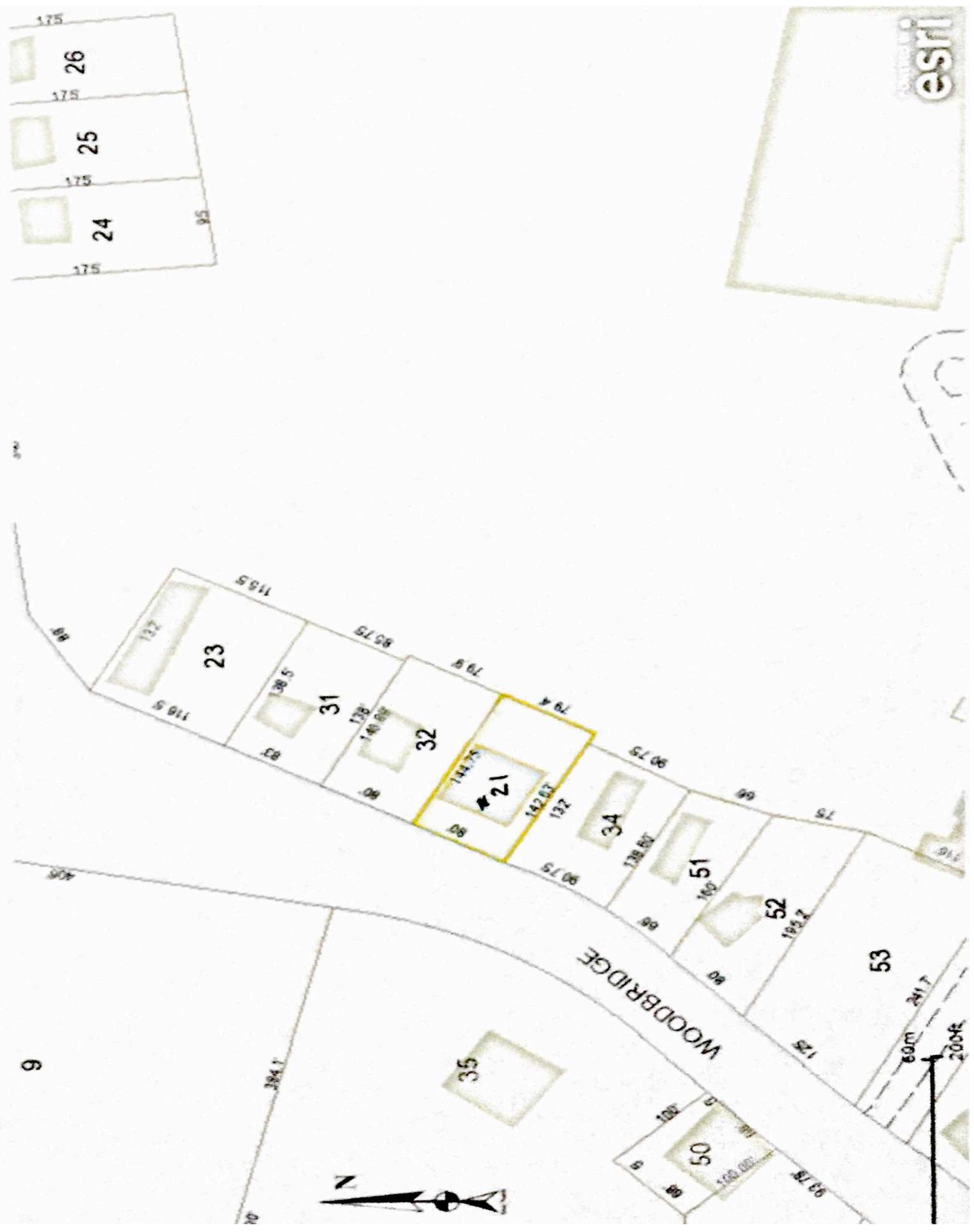
12" RCP S37°41'35"W R.B. SET

I. FD. HELD N50°56'53"W 142.63'(HELD)

3. SET

TRUSTEES OF MOUNT HOLYOKE COLLEGE INK FENCE

BK. 517 PG. 64
 ALSO SEE PLAN RECORDED IN DEED
 BK. 517 PG. 63







413-592-3710

fax 413-594-4913

chuckssign@yahoo.com

www.chuckssign.com

535 E. MAIN ST. CHICOPEE, MA 01020

Making Signs of all Kinds Since 1986

5-13-2015

Town of South Hadley Planning Board

RE:DASHING DIIVAS NAILS

2092 MEMORIAL DR

We are seeking permission to reface 2 existing signs and install 1 new illuminated sign with opaque background and only illuminate copy "with flourescent lamps" as per attached sketches,
Thank you for consideration regarding this matter.

Best Regards,

Chuck Martins

Build & Install New Backlit 2 - 30"x6' Custom Signs
Opaque Background only Letters to Light
Mount on Existing Sign



Close-up



Existing

Proposed



- * TRUCK LETTERING
- * BACKLIT SIGNS
- * AWNINGS
- * FULL COLOR BANNERS
- * Pylon SIGNS
- * ALUMINUM SIGNS
- * MAGNETIC SIGNS
- * WOOD SIGNS
- * CHANNEL LETTERS
- * TRADE SHOW SIGNS

413-592-3710 fax 413-594-4913 chucksign@yahoo.com www.chuckssign.com

535 E. MAIN ST. CHICOPEE, MA 01020

Making Signs of all Kinds Since 1986

| | | |
|----------------|----------------------------|--|
| Company | Dashing Divas | |
| Contact | Tina | |
| Address | 2092 Memorial Dr S. Hadley | |
| E Mail | Phone: 413-230-8983 | |

Build & Install New Backlit FACE 4'X6'
Opaque Background only Letters to Light
Mount on Existing Sign



Existing



Build & Install New Backlit 4'x6' Sgn Face
Mount on Cabinet

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- * AWNINGS
- * FULL COLOR BANNERS
- * Pylon SIGNS
- * ALUMINUM SIGNS
- * MAGNETIC SIGNS
- * WOOD SIGNS
- * CHANNEL LETTERS
- * TRADE SHOW SIGNS

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| | |
|----------------|----------------------------|
| Company | Dashing Divas |
| Contact | Tina |
| Address | 2092 Memorial Dr S. Hadley |
| E Mail | Phone: 413-230-8983 |



Existing

Proposed

Build & Install New non illuminated belt sign
Mount on Existing Brackets

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HELEN FANTINI, CHAIR

LIZ AUSTIN

PAULINE CASEY

MICHAEL DAVIS

FRANK DETOMA

LUCIA FOLEY

WALTER HAMILTON

DIANE LAROCHE

GILLIAN WOLDORF

Town of South Hadley



RICHARD L. HARRIS, AICP
Town Planner

THE RISE OF THE FALLS FACILITATION GROUP

116 Main Street, Room 204
South Hadley, MA. 01075-2896
Telephone: (413) 538-5011 Ext 206 * Fax: (413) 538-7565
www.southhadleyma.gov
Email: rharris@southhadleyma.gov

May 30, 2015

Mr. Jeff Squire, Chair
South Hadley Planning Board
116 Main Street, Room 204
South Hadley, MA 01075-2896

RE: *Walking the Falls* Project Assignment

Dear Jeff:

Given that our committee, the Rise of the Falls Facilitation Group, will sunset at the end of May, 2015, we request that the Planning Board accept assignment of our signature project: *Walking the Falls* historic self-guided walking tours map.

The project was successfully launched on April 25, 2015 with a printing of 3,000 maps. At this point in time, approximately 1,500 maps have been distributed around town at local businesses and institutions. Given our successful fund-raising efforts, there is a remaining balance of \$1,132.75 in a *Walking the Falls* Town-designated account. The recommended terms of the project assignment are as follows:

1. Act in consultation with a 2-person *Walking the Falls* Advisory Group, composed of RotFFG members Liz Austin and Lucia Foley, on all matters related to the project;
2. Expend the remaining account balance by the end of 2015 for the purposes of printing more maps and purchasing map holders and related materials;
3. Ensure that the Town retains, to the extent possible, the web page that currently houses the map;
4. And finally, at the end of 2015, upon resolution of any financial matters, consider conveying responsibility for this project to another entity (such as the South Hadley Neighborhood Association, and/or the South Hadley Historical Society) upon recommendation by the *Walking the Falls* Advisory Group.

We hope that the Planning Board will accept this assignment; we are very proud of this project and hope that it will succeed in bringing increased interest and focus to the great aspects of South Hadley Falls.

Sincerely,

Helen J. Fantini, Chair
The Rise of the Falls Facilitation Group