

Background Materials for February 29, 2016

Agenda Items #1 through #12

Agenda Item #1 – Minutes

I have distributed the minutes of the February 10, 2016 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 – there are no bills to be paid at this time.

ACTION NEEDED: Review the list of correspondence.

Agenda #3 – Stormwater Management Permit – Berkshire Hills Music Academy Expansion

Berkshire Hills Music Academy has submitted an application for a Minor Site Plan Review for construction of a new 7,400+ square foot building to be placed on the northside of their property somewhat behind the existing building. This work will involve disturbance of one or more acres of land; therefore, it requires issuance of a Stormwater Management Permit and compliance with the Town's Stormwater Management Bylaw.

The site is approximately 48 acres situated on the west side of Woodbridge Street with Meadow Lane to the north and Sycamore Parc North to the south. Currently, the property is zoned Residence A-1. (See aerial photos below)



The project anticipates disturbing approximately 2.82 acres of land. The amount of impervious surface added will be slightly over ½ acre.

As presented in the applicant's Stormwater Management Report, Storm water is to be

“collected from the access drive by two open vegetated swales. The swales

include raised outlet devices to mitigate the peak flow rates generated by the 2-, 10-, and 100-year storms. An existing catch basin has also been relocated to accommodate the increased width of the improved access drive. Runoff from this catch basin and the eastern swale are then discharged to a final swale to direct runoff away from down-gradient neighbors, improving existing conditions.”

Runoff from the rooftop is collected by roof drains and piped to the northern swale. Stormwater runoff from the western subcatchment flows overland, mimicking existing conditions. This area was modeled to the extent of surveyed contour limits, however the BHMA property continues for an additional ±30 acres in this direction.

The Stormwater Management Permit Application and related materials have been circulated to the DPW Superintendent, the Town’s consulting engineer, Director of Public Health, and the Conservation Commission Administrator for comments. Sharon Hart, Director of Public Health has noted that she did not observe the test pits and that none of the test pits were conducted in the area of the proposed Stormwater Management system. The applicant has been asked to coordinate additional test pits with the Director of Public Health. However, I do not anticipate the additional test pits will be completed prior to the public hearing.

The applicant’s consultant has also provided a written statement as to compliance with the Town’s Stormwater Management Bylaw.

All Stormwater Management Permit related application materials have been posted on the Town’s website as follows:

Cover Letter

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1936>

Project Summary Narrative

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1937>

Project Summary - Site Photos

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1938>

Stormwater Application Form

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1940>

Permit Drawings

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1943>

Stormwater Report

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1944>

Addendum – Letter regarding Town Stormwater Management Bylaw

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1993>

Departmental Comments

The DPW Superintendent, the Town's consulting engineer, Conservation Commission Administrator, and Director of Public Health were asked to provide their comments on this proposal. To date, only the Conservation Commission Administrator and Director the Public Health have provided responses.

- Conservation Commission Administrator Janice Stone stated that she did not "believe the Conservation Commission has any jurisdiction here in terms of the Wetlands Protection Act, so she did not think the Commission needs a stormwater review.
- Director of Public Health Sharon Hart noted that no test pits have been undertaken in the locations of the proposed stormwater management system. Additionally, from her prior experience with permitting of septic tanks on the adjoining residential lots, she has noted the existence of considerable ledge which would raise doubts as to the viability of the swales infiltrating as the applicant's consultant has suggested.
- Consulting Engineers with Fuss & O'Neill, Inc. have provided a review of the Stormwater Management submittal. A copy of this review is appended to this package. Many of the comments relate to apparent discrepancies between the plans and the data used for modeling of the stormwater. Some of the comments suggest the project does not meet the Town's Stormwater Bylaw standards.

ACTION NEEDED: Conduct the public hearing – note this hearing is limited to the Stormwater Management Permit application issues. Thus, it should focus on the Stormwater Management Bylaw standards which are attached to this packet. Given the concern by the Public Health Director, a continuation of the hearing until **8:15 p.m. on March 14th** to allow conducting of the additional test pits would be reasonable.

Agenda Item #4 – Minor Site Plan Review – Berkshire Hills Music Academy Expansion

Berkshire Hills Music Academy has submitted an application for a Minor Site Plan Review for construction of a new 7,400+ square foot building to be placed on the northside of their property somewhat behind the existing building. This new building is to serve as performance space and classrooms for their students as well as have some offices. The application narrative and plans provide for inclusion of parking space for the new building – principally for guests who come to see performances but also to alleviate existing parking issues. This project falls under the Minor Site Plan Review category because 1) it is a private non-profit educational institution which is exempt from zoning under MGL 40A, Section 3 and 2) the proposed building is at least 300 feet from any residential dwelling located on adjoining properties.

The site is approximately 48 acres situated on the west side of Woodbridge Street with Meadow Lane to the north and Sycamore Parc North to the south. Currently, the property is zoned Residence A-1. (See aerial photos on the following page) Prior to the building being converted into the Berkshire Hills Music Academy, it was utilized by Mount Holyoke College (also a private, nonprofit educational institution).

- Conservation Commission Administrator Janice Stone approved the submittal without comments.
- Police Chief David Labrie approved the submittal without comments.
- Fire District #2 Captain Scott Brady approved the submittal and provided the following comments:
We believe an additional fire hydrant will be required near the new building when the fire protection system is designed. We would recommend that the property owners and building designers ensure that accommodations be made to discuss the location of the hydrant with the fire department prior to design implementation.
- Fire District #2 Water Superintendent Mark Aiken stated that after going over the plans and the joint meeting held in the Town Planner's office, District #2 Water Department had no issues with the project moving forward.
- The Director of Public Health Sharon Hart offered verbal comments regarding the stormwater plan as noted under agenda item #3.

"Reasonable Regulations" Review.

Since we don't have any other standards, the project should be reviewed in light of the Zoning Bylaw standards below:

- Height. Residence A-1 zoning district limits the height to 3 stories or 35 feet.
- Setbacks. The Residence A-1 zoning district limits requires front, rear, and side setbacks of 40, 20, and 25 feet, respectively.
- Lot Area. The Residence A-1 zoning district has a minimum lot size of 22,500 square feet.
- Open Space. The Residence A-1 zoning district does not have an open space requirement but limits the impervious surface to 60% of the site.
- Parking. The Zoning Bylaw has some provisional parking standards. For "Restaurants, theaters, and other places of public assembly", this standard calls for 1 space for every three seats. However, the Zoning Bylaw also allows the Board to "modify" these standards but to ensure that the parking is sufficient to satisfy at least 85% of the anticipated peak demand.
- Building Coverage. The Residence A-1 zoning district limits principal building coverage to 30% and the recent Zoning Bylaw amendment limits the impervious surface to 80%.

Incorporation of Departmental Comments

Due to the applicability of Chapter 40A, Section 3 of Mass General Laws to this project, while the departments have raised some good points and concerns, the scope of the Board's review is limited by State law such that the departmental comments cannot be made conditions of the review. Thus, the departmental comments can, and should, be incorporated into the Board's decision for informational purposes, but cannot be a condition of approval since they fall outside of the limited scope of this review. I have provided the applicant's consultant with the comments and they are working to address those concerns through the other permitting processes.

Relationship of Site Plan Review to Stormwater Management Permit

Given that a Stormwater Management Permit is required for this project, the intent of the February 10th review was to see if there were issues which the Board felt warrant revisions to the Site Plan which might impact the Stormwater Management Plan. There were no such issues raised February 10th.

Plan Submittals

The various applications and plans have been posted on the Town's website at the following links:

Cover Letter

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1936>

Project Summary Narrative

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1937>

Project Summary - Site Photos

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1938>

Site Plan Application Form

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1939>

Stormwater Application Form

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1940>

Set of Architectural Plans

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1941>

Lighting Details

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1942>

Permit Drawings

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1943>

Stormwater Report

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1944>

ACTION NEEDED: Complete review of the Site Plan and determine if it meets “reasonable regulation”. I would suggest that it appears to meet or comply with the Zoning Bylaw requirements as if it were not exempt.

Agenda Item #5 –Decisions on Berkshire Hills Music Academy

If the public hearing is closed on the Stormwater Management Permit application, the Board could render a decision on both applications. If the hearing is still open, but the Board is satisfied

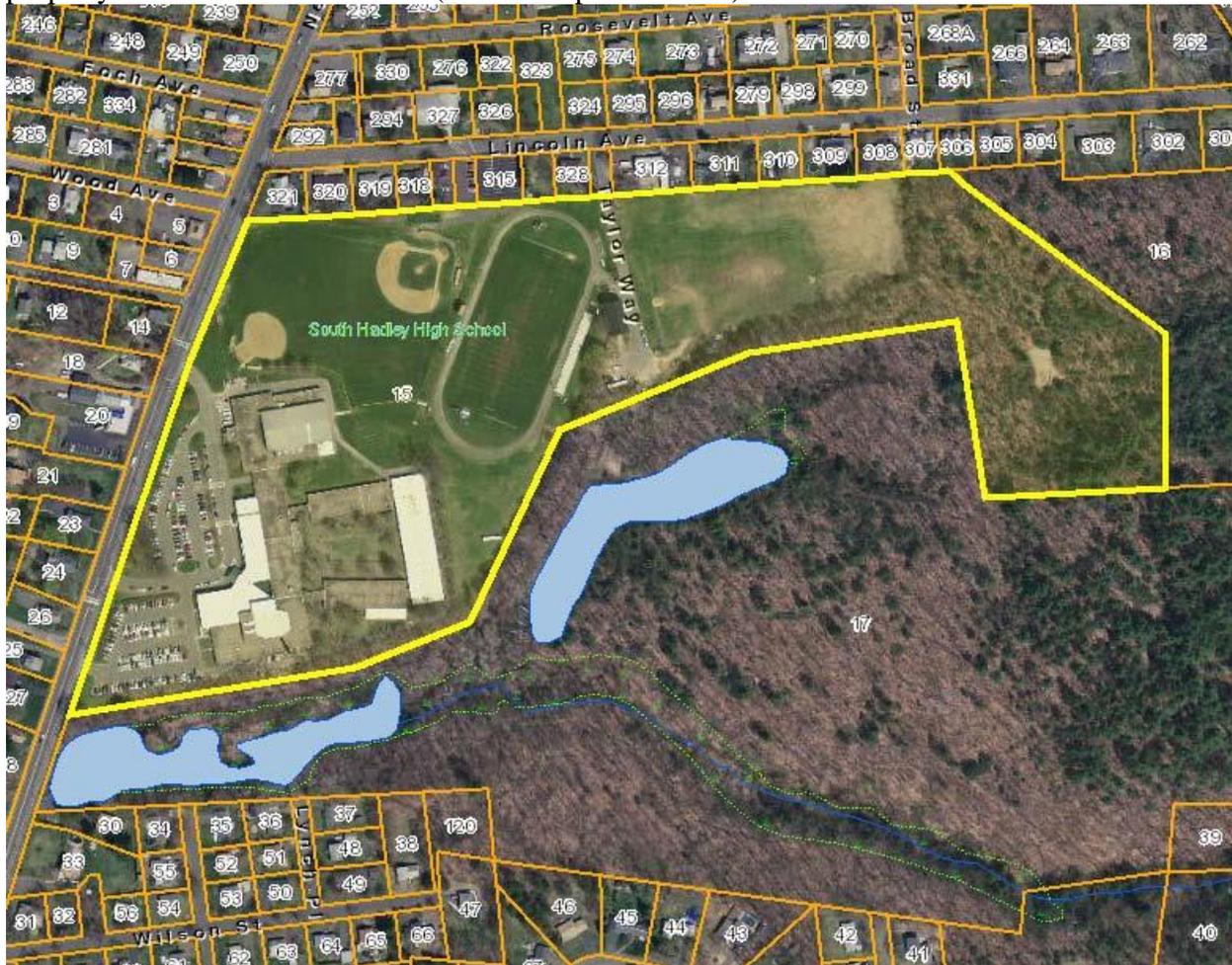
with the Site Plan aspect of the review, then the Board could and should render a decision on the Minor Site Plan Review.

ACTION NEEDED: If the Board determines no additional information is needed for the Minor Site Plan Review, the Board should render a decision on that application.

Agenda #6 – Stormwater Management Permit – High School Athletic Field Redevelopment

Peter Spanos of Gale Associates, on behalf of the Town of South Hadley, submitted a Stormwater Management Permit application for the proposed redevelopment of the High School Athletic Field. This work will involve disturbance of approximately 3.25 acres of land; therefore, it requires issuance of a Stormwater Management Permit. No Site Plan Review or other permit from the Planning Board is required for this project.

The site is approximately 36 acres situated on the east side of Newton Street with Lincoln Avenue to the north. South Hadley High School is the dominant development on the parcel. Several ponds are on the adjoining property to the south of the subject parcel. Currently, the property is zoned Residence A-2. (See aerial photo below)



The project anticipates disturbing approximately 2.82 acres of land. The amount of impervious surface added will be slightly over 1/3 acre.

As presented in the applicant's Stormwater Management Report,

The majority of the work pertains to the construction of a new infilled synthetic turf field. In general, synthetic turf fields drain stormwater runoff vertically, as opposed to natural turf fields, which tend to sheet flow runoff. The proposed synthetic turf fields have been designed with an engineered stone base (12-inch avg. depth, with 33% voids) and to be drained via flat panel drains. The time required for stormwater to travel through the stone base and fill the voids, before reaching the underdrain system as well as the use of outlet control structures, will enable the synthetic turf field to release stormwater at a controlled rate, as well as provide storage to attenuate flows and promote additional recharge. The field has been designed so that post-development peak rates of runoff do not exceed pre-development peak rates for the 2, 10, and 100 year storm events.

The applicant's consultant has also provided a written statement as to compliance with the Town's Stormwater Management Bylaw.

All Stormwater Management Permit related application materials have been posted on the Town's website as follows:

Application and Stormwater Management Report

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1957>

Project Plans

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1958>

Addendum Letter Regarding Compliance with Town Stormwater Bylaw

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/1994>

Departmental Comments

The DPW Superintendent, the Town's consulting engineer, Conservation Commission Administrator, and Director of Public Health were asked to provide their comments on this proposal. Responses have been received from the following:

- Director the Public Health Sharon Hart expressed concern regarding the lack of test pits. Sharon Hart, Director of Public Health has noted that the Stormwater Management Report relied upon a generalized soils survey as opposed to onsite testing of the soils for their suitability. Therefore, she participated in observing test pits on site with the project engineer on February 25, 2016. In a discussion February 26, 2016, Sharon Hart stated that the soils testing was conducted the previous day and the result were suitable.
- Conservation Commission Administrator Janice Stone has indicated that the project is not subject to the Commission's jurisdiction.
- The Town's consulting engineers, Fuss & O'Neill, completed their review of the submittal and provided a two-page report. A copy of the Fuss & O'Neill review is appended to this

packet. Generally, they have asked for some points to be clarified and to provide more information on others. They also suggest that the drainage plan does not meet the Town's requirement of 3 foot vertical separation from the bottom of the basin to the groundwater.

ACTION NEEDED: Conduct the public hearing – note this hearing is limited to the Stormwater Management Permit application issues. Thus, it should focus on the Stormwater Management Bylaw standards which are attached to this packet. At this time, the comments of the Town's consulting engineer suggest more information is needed prior to making a decision. If the hearing is to be continued, it should be continued until **9:00 p.m. on March 14th** for specific reasons.

Agenda Item #7 – Decision on High School Athletic Field Stormwater Application

If the public hearing is closed on the Stormwater Management Permit application, the Board could render a decision on that application.

ACTION NEEDED: If the Board determines no additional information is needed for the Stormwater Management Permit application, the Board should render a decision on that application based on the Standards in the Town's Stormwater Management Bylaw.

Agenda Item #8 – Release of Performance Guarantee – Adam & Eve Estates Subdivision

This nine-lot subdivision lies at the end of Lyman Terrace and provides the turnaround at the end of the road where none previously existed (see aerial photo).



The Planning Board approved plans for this subdivision in 2005 and endorsed the plans in 2006. Of the nine lots in the subdivision, all but one accesses the Apple Road portion. To date, nearly half the lots have had houses constructed on them.

The Planning Board has retained a letter of credit for the Performance Guarantee. Over the past several months, the surveyor has been working to have an "As-Built" plan acceptable to the DPW, Water Department, and SHELDT. Within the past week, all of the departments have indicated that they are satisfied with the draft of the "As-Built" Plan. Accordingly, I have notified the developer and their surveyor/engineer of the requirements for release of the Performance Guarantee. I have also indicated that we would want the documentation needed for acceptance of the street by the Town as part of this submittal. They have indicated they will be submitting all materials as soon as possible.

Upon receipt of the request for Release of Guarantee and the accompanying materials, I will obtain a certification that the improvements have been made in accordance with the requirements of the three departments.

Since satisfaction of the Release of Guarantee Requirements could occur very quickly, I would like to request that the Board authorize release of the Performance Guarantee upon receipt of the developer's complete submittal and sign off of the release by the DPW Superintendent, SHEL, and District #1 Water Superintendent as required in Section 5.06 of the Subdivision Regulations.

ACTION NEEDED: Determine whether or not to authorize release of the performance guarantee conditioned upon satisfaction of the provisions of Section 5.06 of the Subdivision Regulations.

Agenda Item #9 – Release of Performance Guarantee – Annafield Estates Subdivision

This six-lot subdivision lies at the end of Stewart Street and provides the turnaround at the end of the road where none previously existed (see aerial photo).



The Planning Board approved plans for this subdivision in 2005 and endorsed the plans in 2006. All six lots in the Stewart Street although three could access Baker Road as well. To date, all but two lots have had houses constructed on them.

The Planning Board has retained a letter of credit for the Performance Guarantee. Over the past several months, the surveyor has been working to have an

“As-Built” plan acceptable to the DPW, Water Department, and SHEL. Within the past week, all of the departments have indicated that they are satisfied with the draft of the “As-Built” Plan. Accordingly, I have notified the developer and their surveyor/engineer of the requirements for release of the Performance Guarantee. I have also indicated that we would want the documentation needed for acceptance of the street by the Town as part of this submittal. They have indicated they will be submitting all materials as soon as possible.

Upon receipt of the request for Release of Guarantee and the accompanying materials, I will obtain a certification that the improvements have been made in accordance with the requirements of the three departments.

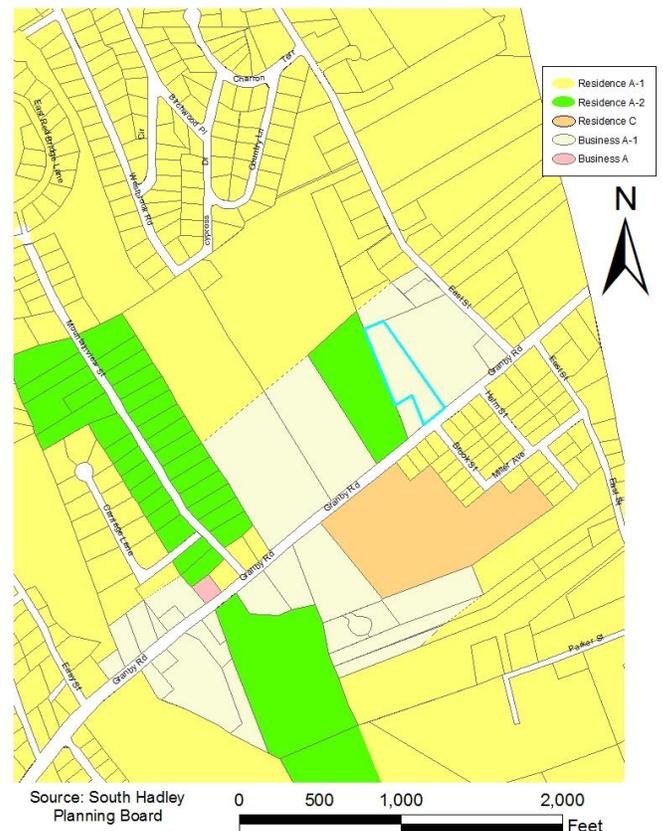
Since satisfaction of the Release of Guarantee Requirements could occur very quickly, I would like to request that the Board authorize release of the Performance Guarantee upon receipt of the developer's complete submittal and sign off of the release by the DPW Superintendent, SHELD, and District #1 Water Superintendent as required in Section 5.06 of the Subdivision Regulations.

ACTION NEEDED: Determine whether or not to authorize release of the performance guarantee conditioned upon satisfaction of the provisions of Section 5.06 of the Subdivision Regulations.

Agenda Item #10 – James Falcone – Zoning of 577 Granby Road

James Falcone, owner of the entity that owns the property at 577 Granby Road has submitted a letter to me (see attached) and, I assume, similar letters to the Board which I will distribute at the meeting. In the letter to me he sought support for a zoning change or usage change for a portion of his property. He further requested that a “zone change or some other type of allowance be granted”. I responded to his letter by telling him I would put him on the agenda for February 29th but also detailed how he needs to go about seeking a zone change.

The subject property lies on the northside of Granby Road between the Wingate nursing home and the Second Baptist Church (see aerial photo below). It is presently zoned Business A-1 which allows a variety of business uses but not warehousing. To interpret the other uses as allowing Self-Storage would greatly expand the uses allowed in Business A-1 (see excerpt of zoning map below)



This matter was discussed under “Other Business” on January 11, 2016. The minutes reflect the following:

Mr. Harris stated that the owner of the Taylor Rental property on Route 202 came into the office and expressed a desire to build self-storage units on the rear of the property. However, since the property is zoned Business A-1, warehousing is not allowed on the property. Mr. Harris suggested that the property could lend itself to such a use quite well – the Taylor Rental building would screen the units from public view off Route 202 and the site is approximately 2.79 acres (including the front portion on which Taylor Rental is located).

Mr. Harris suggested there were two means by which the property could have self-storage units: a rezoning to Business B or amend the Business A-1 zoning district to allow the use by Special Permit with restrictions for screening, etc. However, he noted that there is not any Business B zoned property adjoining the site. Therefore, rezoning the property to Business B would clearly appear to a case of spot zoning. Additionally, while this site makes sense for self-storage, the Board has been opposed to amending the Zoning Bylaw to fit the desire of a single property owner.

Board members indicated that they concurred with Mr. Harris’ assessment. Some indicated that they would not object to self-storage in this area properly screened while one or more expressed reservations about self-storage units in this area.

Mr. Harris stated he will convey to the owner that the Board is not inclined to proceed with nor support either of the approaches to accommodate self-storage units on this site.

As Mr. Falcone notes in his letter, I conveyed to him some issues and concerns regarding use of the property for self-storage and challenges in trying to make adjustments or amendments to address a particular instance.

In a letter of response, I noted that the Board has no authority to waive or vary the Zoning Bylaw provisions regarding his proposed use. Additionally, I summarized the process for seeking a Zoning Map amendment. Mr. Falcone has confirmed that he will attend Monday’s meeting. To my knowledge, the Selectboard has not received a request for a Zone Change.

ACTION NEEDED: No action is required. The Board members may wish to express any of their concerns regarding a possible zone change and, absent a zone change or amendment to the Zoning Bylaw, the self-storage is not permitted in this area.

Agenda Item #11 - Development Update and Planner’s Report

I will provide a report on the following items:

a. Development Report

- ***One Canal Street*** (no change)
- ***Mountainbrook Street Acceptances*** (no change)
- ***Rivercrest Condominiums*** (Several foundations have been installed and one unit is framed)

- **Ethan Circle** (no change)
- **Mount Holyoke College Dining Hall development project** (an application for Minor Site Plan Review and Stormwater Management Permit was received February 26, 2016 and is scheduled for the March 14, 2016 Planning Board meeting.)
- **Stonybrook Commercial Site** (An application for Site Plan Review was received and has been scheduled for the March 14, 2016 Planning Board meeting) I have suggested that we could waive the Site Plan Review application fee – that is for the Board to decide. I would ask that the Board advise whether or not the application fee should be waived. The basis for my suggestion that it be waived is that the owner paid the full fee for a review of the plan 10 years ago which involved a larger building and more parking. Thus, most of the issues addressed in a Site Plan Review have largely been addressed with this new plan.

b. Other Projects

- Participating in the effort to update the Town’s Hazard Mitigation Plan – this plan will qualify the Town for FEMA grants.
- Mount Holyoke College Intern Opportunity (a student intern from the Environmental Sciences department is to undertake some work for us. She will be working approximately 3 hours per week next semester – primarily on a GIS project related to creating shape files necessary to make the online zoning map complete.)
- Permitting Guide.
- General Code.
- **Trees and Plantings.** I provided Mike Lamontagne with Mr. Squire’s comments and suggestions. Today, I received an email from Mr. Lamontagne with a revised attachment and a message that said “Attached is the Appendix Three Planning Board Tree List changes as recommended by the Planning Board that was discussed by the Tree Committee.” I have attached the revised list.
- **Health Impact Assessment.** We are starting to work on this project with the PVPC.
- **South Hadley Falls Smart Growth District.** We have received official notification that the State has granted final approval to the district. At this time, we are waiting for the grant funding contract which will allow us to file for the \$350,000 Incentive Payment.

c. Workshops/Training Opportunities

I attended the following workshop:

- “Baystate Roads Program - Complete Streets Workshop” at the PVPC in Springfield, February 10th.

Agenda Item #12 – 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.

SOUTH HADLEY PLANNING BOARD REGULAR MEETING

MINUTES OF FEBRUARY 10, 2016

- *DRAFT – DRAFT* -

Present: Jeff Squire, Chair (arrived at 6:30 p.m.); Mark Cavanaugh, Vice-Chair; Helen Fantini, Clerk; Joan Rosner, Member (arrived at 6:06 p.m.); Melissa O'Brien, Member; and Richard Harris, Town Planner

Mr. Cavanaugh called the meeting into session at 6:01 p.m.

1. **PUBLIC FORUM: Emergency Management Natural Hazard Mitigation Plan**

Jamie Caplan of Jamie Caplan Consulting LLC utilized a power point presentation to review the background on the Natural Hazard Mitigation planning process, its purposes, and status. This plan, once approved by the State and the Federal government and adopted locally, will make the community eligible for Natural Mitigation grants for the next 5 years. She reviewed the work of the advisory committee which has been assisting her in this effort.

(Ms. Rosner arrived at 6:06 p.m.)

Jamie Caplan reviewed the list of natural hazards and critical facilities which the committee had identified. She noted that the committee is working on mitigation strategies.

There was discussion as to the variety of hazards addressed in the plan and the various “critical” facilities. A question was asked about planning for non-natural caused disasters. Jamie Caplan stated that is addressed in other emergency preparedness planning but this plan focuses on mitigation of natural disasters.

In terms of the planning process, Jamie Caplan noted the committee will have 5 meetings to prepare the plan. There will be two public forums including this one tonight. The second forum will be before the Selectboard on March 8, 2016 at 6:00 p.m.

Mr. Cavanaugh asked if there were any further questions or comments. There being none, Mr. Cavanaugh closed the forum.

2. **Minutes**

a. January 25, 2016 Planning Board meeting minutes

Mr. Harris referenced the draft minutes which he distributed. The Board members reviewed the draft minutes.

Motion - Ms. Rosner moved and Ms. Fantini seconded the motion to approve the January 25, 2016 Planning Board Meeting minutes as submitted. The Board voted **Four (4)** out of **Four (4)** members present in favor of the motion.

- b. *January 25, 2016 Planning Board Public Hearing (27 Bardwell Street) minutes*
Mr. Harris referenced the draft minutes which he distributed. The Board members reviewed the draft minutes.

Motion - Ms. Rosner moved and Ms. O'Brien seconded the motion to approve the January 25, 2016 Planning Board Public Hearing (27 Bardwell Street Special Permit) minutes as submitted. The Board voted **Four (4)** out of **Four (4)** members present in favor of the motion.

3. Bills and Correspondence

Mr. Harris referenced the list of correspondence. He stated that there were no bills ready for payment at this time.

4. **MINOR SITE PLAN REVIEW: Proposed Performance Center/Classroom/Office building for Berkshire Hills Music Academy. Property Location: 48 Woodbridge Street (Assessor's Map Number #52 - Parcel #180).**

Mr. Harris stated that there is also a Stormwater Management Permit application associated with this project. However, Mr. Harris failed to get the notice of a public hearing published for tonight. Therefore, he stated that he thought it would be helpful to the Board and the applicant for the Board to begin reviewing the Site Plan tonight so that if there were issues with the Site Plan, they could be addressed in time to have the plan revised before the Stormwater Management Permit application's public hearing on February 29th.

Ms. Fantini noted that she knows Derek Noble, the project architect. However, she stated that she is not working with him on any projects and there is not any conflict of interest.

Derek Noble, architect with Steffian Bradley, Architects representing the applicant, reviewed the project location, building floor plan, and building elevations using a copy of the plans submitted for the Board's review. He described the building's layout, purpose, use areas and noted there would be a paved connection between the existing building and the proposed building. This paved connection will enhance the access for the students and serve as a benefit for emergency response.

(Mr. Squire arrived at 6:30 p.m.)

Chris Tait, engineer with Doucet & Associates representing the applicant, reviewed the site and site plan from an engineering perspective. He reviewed the parking and driveway details noting the number of parking spaces proposed to be added relative to the number of staff and the uses. While the facility has 70 staff persons, only 30 are on site at any one time. A portion of the parking, particularly for the proposed performance facility will remain grass. The proposed drive will be at a 5% grade and will largely follow an older gravel drive which runs through the woods.

Derek Noble, noted that they will be taking down an existing barn and some questionable trees – some appear very unhealthy.

Chris Tait, noted that they are proposing to provide 4 ADA standard parking spaces. He reviewed the utility plan for the site. In response to a question, he noted that the mechanical room will be in the southwest corner of the building. A sewer lift station will be required and installed – maintained by the property owner. Lighting will be provided in the parking area using bollards. He reviewed the lighting plan and photometric analysis.

While the Stormwater Management Plan will be reviewed in detail on February 29th, Chris Tait briefly described the proposed plan. He noted that the plan mitigates against increases in peak flows. There are no wetlands on the site impacted by this project. They have attempted to improve conditions for the nearest neighbor.

Mr. Harris explained that this is a Minor Site Plan Review under the Board's rules since this is an exempt use and the proposed building is over 300 feet from the nearest residential dwelling off site.

Ms. Fantini noted the existing trees and inquired about the proposed outdoor lighting. Derek Noble described the lighting plan as having 12 foot high poles with LED lights which are focused downward.

Mr. Cavanaugh queried about the proposed driveway and the existing drive. Chris Tait stated that the new drive will come off the existing drive so there is not a new curb cut on Woodbridge Street.

Ms. O'Brien asked about the width of the new drive relative to the existing drive. Derek Noble stated that the new drive will be wider.

Mr. Squire inquired as to the type of curbing. Chris Tait stated that the drive will not have curbs – it will be “country” drainage.

Ms. Fantini asked if there are structures under the grass parking. Chris Tait responded that there are not.

Ms. O'Brien queried about the potential use of solar panels. Derek Noble explained why they can't use them in this instance.

Ms. Fantini inquired as to the type of construction. Derek Noble stated it would be wood frame and explained how the acoustics will be better in this new building.

Mr. Cavanaugh asked about the number of students. Michelle Theroux, Director of the Berkshire Hills Music Academy responded that they have 51 students (of which 21 are residents of the school) and 70 staff. The number of students may increase by 5 students but they do not anticipate any increase in staff.

Mr. Cavanaugh queried if there was adequate parking at the present time. Michelle Theroux stated that there is adequate parking. Mr. Harris noted that there had been a problem with

parking along the access drive as that hampered the emergency response. However, he stated that the Fire District indicated those issues had been resolved.

Derek Noble reviewed the landscaping plan for the site. Mr. Harris noted that, for those who have been to the site, there is a very nice view corridor towards the west from the existing facility and this site plan will maintain that corridor.

Ms. Rosner asked about the 2 year students. Michelle Theroux explained the longer term student programs at the school. She noted that those students are not residents at the school.

Linda Young, 15 Westbrook Road, inquired about the barn that was to be taken down. Michelle Theroux stated that the building was taken down about 1-1/2 years ago and the person had it reconstructed in Haydenville.

Questions were raised as to accessibility. Derek Noble explained the access to different parts of the building.

Mr. Squire asked if there were more questions. There being none, he stated that the Board would continue their review at the next meeting following the public hearing on the Stormwater Management Permit application.

5. RATIFY WRITTEN DECISION TO APPROVE: Special Permit – Proposed Multi-family development (conversion of former library) – Orange Park Management, LLC. Property Location: 27 Bardwell Street (Assessor’s Map Number #5A - Parcel #24).

Mr. Harris presented a draft of the decision document. He noted that the applicant had reviewed the draft and brought to his attention a typographical error (really it was a cut and paste mistake).

Board members reviewed the draft decision. Mr. Cavanaugh asked about the proof of filing provision and Ms. Rosner noted the wording of a sentence which needed to be corrected.

Motion – Mr. Cavanaugh moved and Ms. Rosner seconded the motion to approve or ratify the written decision including the findings therein as presented and corrected. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

Mr. Harris suggested that the Board take a brief break to allow him to make the corrections to the decision so the Chair can sign the document and then the Board should consider item #7 since members of MPIC are present. The Board members indicated concurrence.

Upon Mr. Harris return, Mr. Squire signed the written decision as approved by the Board regarding 27 Bardwell Street Special Permit.

7. Discussion regarding Comprehensive Plan Implementation Matrices Five-Year Priorities

Mr. Harris stated he did not have the remaining matrices ready. However, he noted that the MPIC has submitted five questions which he felt can be addressed without the work on the matrices being completed.

What's the mechanism for feedback regarding the five year priorities?

There was discussion regarding different approaches. Mr. Harris suggested that he would expect the various boards/departments will call or email if they have any feedback – pretty informally.

Whether any official action or acknowledgement is needed when entities have completed all their Master Plan tasks?

MPIC representatives noted they do an annual report and questioned whether that is sufficient. The consensus of the Board members was that the Annual Report by MPIC is sufficient.

Related to this question was a question as to whether an entity needed to be “monitored” by MPIC after they have completed their assigned Recommended Actions. It was the consensus that MPIC is just to monitor implementation of the specific Recommended Actions – not an assessment of the entities actions relative to the Master Plan. Accordingly, that is all that should be reviewed. If all of the Recommended Actions have been completed, then no monitoring by MPIC is warranted.

What is the role of the new Town Committees (such as the Redevelopment Authority)?

MPIC members and Board members discussed some of the new committees (such as the Tree Committee, Redevelopment Authority, etc.). It was noted that the Redevelopment Authority is generally responsible for the items previously assigned to the Community and Economic Development Committee. There was discussion as to the frequency of meetings and the failure of some committees to function. This led to a discussion of the desirability of some committees to dissolve and others to consolidate together. Mr. Harris noted the Rise of the Falls Facilitation Group as an example of a committee which saw that others were in place to fulfill its purpose and allowed itself to “sunset”.

Overlapping responsibility – Who appoints a lead entity when there are multiple entities with responsibility?

MPIC members explained how they saw overlapping entities in numerous Recommended Actions. Mr. Harris indicated he did not see “overlapping” or “duplicating” responsibilities in most cases; rather, he suggested that different entities have different roles in the process. As an example, he noted the Selectboard appoints a Local Historic District Study Committee, but others committees have different roles in the steps to creating a Local Historic District and to obtaining designation as a Certified Local Government. The consensus of the Board’s discussion was that ultimately, the Planning Board, in developing the Master Plan assigns a particular Recommended Action to a particular board, committee or department.

How do we get an entity to take action?

Ms. O'Brien suggested that it is ultimately the Town Administrator/Selectboard as the appointing authorities to convince a board or department to take action – to make the Recommended Action a priority.

There was further discussion as to the role of MPIC and how MPIC should present the results of its reviews. It was suggested that MPIC should be clear when an entity has not taken any action on the Recommended Actions and not include a report of all the fine things the entity has done – that is not the role of MPIC.

6. Discuss Design Review Guidelines for South Hadley Falls Smart Growth District

Mr. Harris stated that he had provided the State DHCD with proposed wording to change several aspects of the Design Guidelines as the Board had discussed. He received a response that the DHCD would not object to two out of the 3 changes. However, the third change was the most significant and was related to the requirement for upper floors of buildings to be “stepped back”. He suggested that the Board go back to the previous draft of that provision. The Board members indicated they concurred with his recommendation.

8. Development Update and Planner's Report

Mr. Harris reviewed the status of various developments and recent Planning Department activities:

a. Development Report

- Annafield Estates Subdivision (The District #1 Water Superintendent and the SHEL D Engineer have approved the draft “As-Built” plan but the DPW Superintendent noted some missing or vague data that needs to be corrected/clarified – we are waiting for the surveyor to correct the plan)
- Adam & Eve Subdivision – Apple Road (The District #1 Water Superintendent, DPW Superintendent, and the SHEL D Engineer have approved the draft “As-Built” plan. Therefore, the surveyor and owner need to provide the hard copies along with the Engineer's Certificate of Completion. Release of the Performance Guarantee will be placed on the February 29th agenda)
- One Canal Street (no change)
- Mountainbrook Street Acceptances (Mr. Harris has met with the lender and their attorney regarding Phase 2 and the issue with Phase 1; a principal in the development has also contacted Mr. Harris regarding these matters)
- Rivercrest Condominiums (no change – one foundation has been installed)
- Ethan Circle (no change)
- Mount Holyoke College Dining Hall development project (no change - Application for Site Plan Review and Stormwater Management Permit anticipated to be submitted February 17th with the actual stormwater plan to be received by February 23rd. The initial site plan review meeting is likely to be February 29th but the final review will likely be sometime in March – possible on March 14th depending on the Stormwater Plan and Conservation Commission)
- Stonybrook Commercial Site (Mr. Harris met with Rob Levesque and they reviewed a preliminary concept of a revised site plan. It appears that they can readily revise the project to meet the Town's Zoning Bylaw amendments with minimal increase in cost. Mr. Harris have suggested that we could waive the Site Plan Review application fee –

that is for the Board to decide. If the application is received by February 16 or so, the public hearing will be held March 14th.)

b. Other Projects

- Mr. Harris stated he is participating in the effort to update the Town's Hazard Mitigation Plan – this plan will qualify the Town for FEMA grants.
- Mount Holyoke College Intern Opportunity (Mr. Harris stated a student intern from the Environmental Sciences department is to undertake some work for us. She will be working approximately 3 hours per week next semester – primarily on a GIS project related to creating shape files necessary to make the online zoning map complete.)
- Mr. Harris is continuing to work on the Permitting Guide and monitor the work on the General Code codification project.
- Trees and Plantings. Mr. Harris stated he provided Mike Lamontagne with Mr. Squire's comments and suggestions. The Tree Committee is to revisit their recommended new list of Trees and Plantings.

c. Grants

- Mr. Harris stated that the PVPC has drafted a contract for the Health Impact Assessment project. We need to decide how we wish to proceed on this project. He suggested that a technical committee undertake most of the work. The Board members indicated they concurred with the suggestion.

d. Workshops/Training Opportunities

Mr. Harris stated he attended

- “DHCD Downtown Technical Assistance Workshop: Design Guidelines and Lighting in Your Downtown” in Brockton, January 27th.
- “Baystate Roads Program - Complete Streets Workshop” at the PVPC in Springfield, February 10th.

9. Other New Business (topics which the Chair could not reasonably expect to be discussed/considered as of the date of this notice)

Ms. Rosner noted that Know Your Town is having a program involving many Town committees on February 11, 2016.

Ms. Fantini/ noted that no one has turned in papers for the Planning Board position yet.

10. Adjournment

Motion – Ms. Rosner moved and Ms. Fantini seconded the motion to adjourn. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

The meeting was adjourned at 8:16 p.m.

Respectfully submitted,

DRAFT

Richard Harris, Recorder

Attachment A

List of Documents Reviewed in February 10, 2016 Planning Board Meeting

<u><i>Document</i></u>	<u><i>Record Location</i></u>
Planning Board Meeting Agenda and Background Information	Planning Board Agenda Packet Files
Zoning Bylaw	Planning Board Files
South Hadley Master Plan	Planning Board Files
Application submittal and plans and Comments regarding Berkshire Hills Music Academy Expansion	Planning Board Project Files
Natural Hazard Mitigation Planning materials	Planning Board Files
South Hadley Falls Smart Growth District Design Guidelines Draft	Planning Board Files

DRAFT

4. Criteria for Review of Stormwater Permits

In addition to other criteria used by the South Hadley Planning Board in making permit decisions, for the uses/activities specified in this bylaw, the Planning Board must also find that the Stormwater Management and Erosion and Sediment Control Plan submitted with the permit application meets the following criteria:

- A. The Stormwater Management and Erosion and Sediment Control Plan are consistent with the Purposes and Objectives of this Bylaw in Section 16-1;
- B. Provisions for stormwater management meet the Performance Standards described in Section 16-6;
- C. Provisions for erosion and sediment control meet the Design Requirements in Section 16-7.

SECTION 16-1. PURPOSE AND AUTHORITY

1. Purpose

A. The purpose of this bylaw is to better manage land development in order to protect, maintain, and enhance the public health, safety, and general welfare of the citizens, property owners and businesses of South Hadley by establishing minimum requirements and procedures to control the adverse impacts associated with stormwater runoff pre- and post-construction and site development.

B. The proper management of stormwater runoff will meet the following objectives:

1. Reduce the adverse water quality impacts of stormwater discharges to rivers, lakes, reservoirs and streams in order to attain federal water quality standards;
2. Prevent the discharge of pollutants, including hazardous chemicals, into stormwater runoff;
3. Minimize the volume and rate of stormwater which is discharged, to rivers, streams, reservoirs, lakes and combined sewers that flows from any site during and following development;
4. Prevent erosion and sedimentation from land development, and reduce stream channel erosion caused by increased runoff;
5. Provide for the recharge of groundwater aquifers and maintain the base flow of streams;
6. Provide stormwater facilities that are attractive, maintain the natural integrity of the environment, and are designed to protect public safety;
7. Maintain or reduce pre-development runoff characteristics after development to the extent feasible;
8. Minimize damage to public and private property from flooding;
9. Ensure that these management controls are properly maintained; and,
10. To provide construction site management practices for waste materials and debris.

Section 16-6. Stormwater Management Performance Standards

To prevent the adverse impacts of stormwater runoff, the stormwater performance standards in Section 16-6 must be met at new development sites. These standards apply to construction activities as described under Section 16-3.1.

1. Minimum Control Requirements

Projects must meet the Standards of the Massachusetts Stormwater Management Standards as promulgated by the Massachusetts DEP. A copy of these standards are maintained by the Office of the Planning Board.

When the proposed discharge may have an impact upon a sensitive receptor, including streams, storm sewers, and/or combined sewers, the Planning Board may require an increase in these minimum requirements, based on existing stormwater system capacity and standards of other town boards including, but not limited to, the Board of Health and the Conservation Commission.

2. Stormwater Management Measures

- A. Stormwater management measures shall be required to satisfy the minimum control requirements and shall be implemented in the following order of preference:
 - 1. Infiltration, flow attenuation, and pollutant removal of runoff on-site to existing areas with grass, trees, and similar vegetation and through the use of open vegetated swales and natural depressions;
 - 2. Use of stormwater on-site to replace water used in industrial processes or for irrigation;
 - 3. Stormwater detention structures for the temporary storage of runoff which is designed so as not to create a permanent pool of water; and
 - 4. Stormwater retention structures for the permanent storage of runoff by means of a permanent pool of water;
 - 5. Retention and evaporation of stormwater on rooftops or in parking lots.
- B. Infiltration practices shall be utilized to reduce runoff volume increases. A combination of successive practices may be used to achieve the applicable minimum control requirements. Justification shall be provided by the applicant for rejecting each practice based on site conditions.

- C. Best Management Practices shall be employed to minimize pollutants in stormwater runoff prior to discharge into a separate storm drainage system or water body.
- D. All stormwater management facilities shall be designed to provide an emergency overflow system, and incorporate measures to provide a non-erosive velocity of flow along its length and at any outfall.
- E. The designed release rate of any stormwater structure shall be modified if any increase in flooding or stream channel erosion would result at a downstream dam, highway, structure, or normal point of restricted stream flow.

3. Specific Design Criteria

Additional policy, criteria, and information including specifications and design standards may be found in the Stormwater Design Manual and the Erosion and Sediment Control Guidance documents and may also be utilized.

A. Infiltration systems

1. Infiltration systems shall be equipped with clean stone and or filter fabric adjacent to the soil or other sediment removal mechanisms;
2. Infiltration systems greater than 3 feet deep shall be located at least ten (10) feet from basement walls;
3. Due to the potential for groundwater contamination from dry wells, they shall not be an acceptable method for management of runoff containing pollutants;
4. Infiltration systems designed to handle runoff from commercial or industrial impervious parking areas shall be a minimum of 100 feet from any drinking water supply well;
5. Infiltration systems shall not be used as sediment control basins during construction unless specific plans are included to restore or improve the basin surface;
6. Infiltration basins shall be constructed with a three foot minimum separation between the bottom of the structure and the seasonal high groundwater elevation, as determined by a certified soil evaluator; and
7. Provisions shall be made for safe overflow passage, in the event of a storm which exceeds the capacity of an infiltration system.

B. Retention and detention ponds shall be designed and constructed in accordance with the criteria set forth in the Stormwater Design Manual.

C. The applicant shall give consideration in any plan to incorporating the use of natural topography and land cover such as natural swales, and depressions as they exist prior to development to the degree that they can accommodate the additional flow of water.

D. The Planning Board shall give preference to the use of swales in place of the traditional use of curbs and gutters based on a case by case review of stormwater management plans by the Town Engineer and Planning Board.

- E. The applicant shall consider public safety in the design of any stormwater facilities. The banks of detention, retention, and infiltration basins shall be sloped at a gentle grade into the water as a safeguard against personal injury, to encourage the growth of vegetation and to allow the alternate flooding and exposure of areas along the shore. Basins shall have a 4:1 slope to a depth two feet below the control elevation. Side slopes must be stabilized and planted with vegetation to prevent erosion and provide pollutant removal. The banks of detention and retention areas shall be designed with sinuous rather than straight shorelines so that the length of the shoreline is maximized, thus offering more space for the growth of vegetation;
- F. Where a stormwater management plan involves direction of some or all runoff off of the site, it shall be the responsibility of the applicant to obtain from adjacent property owners any easements or other necessary property interests concerning flowage of water. Approval of a stormwater management plan does not create or affect any such rights.
- G. All applicants for projects which involve the storage or use of hazardous or toxic chemicals, materials or waste shall incorporate handling and storage "best management practices" that prevent such chemicals, materials and waste from contaminating runoff discharged from a site into infiltration systems, receiving water bodies or storm drains, and shall include a list of such chemicals, materials and waste and their amounts in the application.
- H. Runoff from parking lots shall be treated by oil and water separators or other controls to remove oil and sediment;
- I. The basic design criteria methodologies, and construction specifications, subject to the approval of the Planning Board and Town Engineer, shall be those generally found in the most current edition of the Stormwater Design Manual.

Section 16-7. Design Requirements for Erosion and Sediment Control Plan

1. The design requirements of the Erosion and Sediment Control Plan are:

- A. Minimize total area of disturbance.
- B. Sequence activities to minimize simultaneous areas of disturbance.
- C. Minimize peak rate of runoff in accordance with the MA DEP Stormwater Management Standards.
- D. Minimize soil erosion and control sedimentation during construction. Prevention of erosion is preferred over sedimentation control.
- E. Divert uncontaminated water around disturbed areas.

- F. Maximize groundwater recharge.
- G. Install, and maintain all Erosion and Sediment Control measures in accordance with the manufacturers specifications and good engineering practices.
- H. Prevent off-site transport of sediment.
- I. Protect and manage on and off-site material storage areas (overburden and stockpiles of dirt, borrow areas, or other areas used solely by the permitted project are considered a part of the project).
- J. Comply with applicable Federal, State and local laws and regulations including waste disposal, sanitary sewer or septic system regulations, and air quality requirements, including dust control
- K. Prevent adverse impact from the proposed activities to habitats mapped by the Massachusetts Natural Heritage & Endangered Species Program as Endangered, Threatened or of Special concern, Estimated Habitats of Rare Wildlife and Certified Vernal Pools, and Priority Habitats of Rare Species.
- L. Institute interim and permanent stabilization measures. The measures shall be instituted on a disturbed area as soon as practicable but no more than 14 days after construction activity has temporarily or permanently ceased on that portion of the site.
- M. Properly manage on-site construction and waste materials.
- N. Prevent off-site vehicle tracking of sediments.



FUSS & O'NEILL

February 26, 2016

Mr. Richard Harris, AICP
Town Planner
Town of South Hadley
116 Main Street
South Hadley, MA 01705

RE: Peer Review of the Stormwater Management
Berkshire Hills Music Academy – Bernon Music Center
Fuss & O'Neill Reference No. 20150214.P20

Dear Mr. Harris:

Fuss & O'Neill has conducted a review of the revised documents submitted by Doucet & Associates related to the development of the Bernon Music Center for the Berkshire Hills Music Academy located at 48 Woodbridge Street. The development includes the construction of a 7,400 square foot building with associated parking and other site amenities. We have conducted a review of the following materials as they relate to stormwater management.

Materials Reviewed

1. Memorandum, addressed to Richard Harris, from Derek Noble, regarding Site Plan Review Project Summary for the New Performance Building at Berkshire Music Academy, dated January 22, 2016.
2. Letter addressed to Mr. Harris, regarding criteria for review of Stormwater Permit for Berkshire Hills Music Academy – Bernon Music Center, dated February 4, 2016, signed by Chris Tait, P.E., Senior Engineer at Doucet Associates.
3. Site Plans titled, "Permit Drawing for Berkshire Music Center, Bernon Music Center, South Hadley MA 01075," revised through 2/9/2016, prepared by Doucet & Associates.
4. Report titled, "Stormwater Management Report," dated January 22, 2016, prepared by Doucet & Associates, Inc.
5. Letter addressed to Mr. Harris, regarding Minor Site Plan Review & Stormwater Permit, Berkshire Hills Music Academy – Bernon Music Center, dated January 22, 2016, prepared signed by Chris Tait, P.E., Senior Engineer at Doucet & Associates.
6. Summary Site Photos for Berkshire Hills Music Academy 2016 Application.
7. Form SPR, South Hadley Planning Board, Application for Site Plan Review, dated January 22, 2016, signed by Chris Tait, P.E., Senior Engineer at Doucet Associates.
8. Form SWP, South Hadley Planning Board, Application for Stormwater Permit, dated January 22, 2016, signed by Chris Tait, P.E., Senior Engineer at Doucet Associates.

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Connecticut
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Mr. Richard Harris, AICP

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9. BMHA Bernon Music Center, Architectural Plan Set, 5 sheets total, issued for Site Plan Review, dated 01/22/16, prepared by Steffian Bradley Architects.
10. Antique Street Lamps, lighting specifications for Resonance 1.5 LED.

Stormwater Management Report

1. It is difficult to determine the watershed outlines on the Proposed Conditions Drainage Exhibit. For clarification purposes please revise the plan to clearly show the watershed outlines.
2. In review of the proposed and existing grading it appears the Tc maybe modeled incorrectly. The proposed HyrdoCAD model the sheet flow portion of the Tc was modeled with a constant slope of 0.04 ft/ft, however when reviewing the grading the slopes appear to differ from 0.01 ft/ft to about 0.06 ft/ft. Please review grading in the area and revise the Tc as required.
3. Throughout the proposed HyrdoCAD model the Tc uses a ground cover of dense weeds to model the channel flow. The swales are proposed to be replanted as lawn and mowed as need and required by the MassDEP Stormwater Handbook. The HyrdoCAD should use the appropriate ground cover within the modeling of the Tc.
4. In the proposed HydroCAD model Reach 1R models the outlet swale with a ground cover of dense weeds. The swales are proposed to be replanted as lawn and mowed as need and required by the MassDEP Stormwater Handbook. The HyrdoCAD should use the appropriate ground cover when modeling of the reach.
5. A detail of the grass lined swale has not been provided. To ensure the swale has been modeled correctly within the drainage calculations, a detail should be provided.
6. Please clarify what type of structure will be used for the overflow devises in the proposed swales. The proposed HydroCAD model uses a 6" grate to model the outlet of the Northern Swale, however it is presumed that the overflow devices with be the 12" Nyloplast Area Drains shown on Sheet C-11 of the Site Plans. Please clarify.
7. It is unclear how the 4,641 square foot area was determined for the 268.9 elevation in the proposed HydroCAD model for the Northern Swale. Please clarify.
8. There is a discrepancy between the proposed HydroCAD Model and the proposed Site Plans. The 12" HDPE pipe outlet for Pond 3 has an invert of 254.9 on the Site Plans however it is

Mr. Richard Harris, AICP

February 26, 2016

Page 3

modeled with an invert of 255.11 in the proposed HydroCAD model. Please review and revise as required.

9. To ensure the stormwater management system will continue to work properly, the swale overflow, area drains, and stormwater piping should be included in the Long-Term O&M Plan.
10. Please provide calculations showing how a water quality volume of 4,128 cf is provided within the proposed project.
11. Per Standard 3 of the MassDEP Stormwater Handbook, drawdown calculations for each of the treatment BMPs should be provided. Calculations for the drawdown rate have been provided however it appears they are an overall drawdown rate for the site as a whole. Please provide drawdown rates for each of the proposed BMPs.
12. Per Volume 3 Chapter 1 of the MassDEP Stormwater Handbook, if an infiltration BMPs are designed to meet water quality volume and attenuate peak flows in addition to infiltrating the required recharge volume, the storage volume of the structure must be used in place of the calculated required recharge volume. Please revise the calculations accordingly.
13. Per Standard 4 of the MassDEP Stormwater Handbook, 80% TSS removal must be obtained. The applicant has stated this is a redevelopment project and TSS removal is met to the maximum extent practicable with 70% TSS removal. It appears the TSS removal will be provided by the proposed water quality swales. The swales as currently proposed appear to be grass lined swales, which do not provide TSS removal as outlined in the Handbook. To ensure the swales are designed as water quality swales a detail should be provided. In addition the swales must be provided with pretreatment to be able to obtain TSS removal.
14. Per Volume 2 Chapter 1 of the MassDEP Stormwater Handbook, an infiltration BMP must have a minimum 2 feet of separation from bedrock. In review of the provided test pits and borings, it appears the northern swale is located in the area of TP101. TP101 indicates bedrock is 2.5 feet down with an estimated elevation of 267, making the bedrock at an elevation of 264.5. The bottom of the northern swale is proposed at 266.25, this does not provide the minimum separation distance required from bedrock. Please review and revise as required.

Stormwater Management Bylaw

15. Per Section 16-5 1(m), mapping of habitats within 500 feet of the project area should be provided. This does not appear to have been provided in the review material provided to Fuss & O'Neill.

Mr. Richard Harris, AICP

February 26, 2016

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16. Per Section 16.5 1(q)(iv), structural details for all components of the proposed drainage system shall be provided. A detail for the swales has not been provided.
17. Per Section 16-6 2(D), BMPs must shall be designed with an emergency overflow system, the Applicant has indicated that the swales have been designed with overflow structures that outlet to concrete flared ends with stone protection. These overflow structure is the primary outlet for the swales and not an emergency overflow. An example of an emergency overflow would be a weir outlet. The swales should be designed with an emergency overflow system.
18. Per Section 16-6 (H), runoff from parking lots shall be treated by oil and water separators or other controls to remove oil and sediment. Please provide documentation showing the provide BMPs will met this criteria.
19. Per Section 16-8 1(A)(2)(e), the signatures of the owner(s) shall be provided on the operation, maintenance and inspection agreement. The owner(s) signature(s) has not been provided on the Long-Term O&M Plan provided by the Applicant.

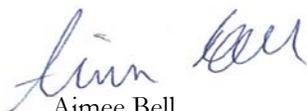
Site Plans

20. Sheet C-4 indicates about 30 parking spaces to be set aside for future use. Will these spaces be paved spaces or grassed spaces?
21. Sheet C-5, please provide pipe type and minimum slope for the roof drainage located around the proposed building.

The above comments are based on plans, documentation and calculations received at the time of review. Any revisions to the plans, documentations and calculations will need further review. Please feel free to contact us with any questions.

Sincerely,

Reviewed by:



Aimee Bell
Project Engineer



Daniel F. DeLany, P.E.
Senior Project Manager.

/JM



February 26, 2016

Mr. Richard Harris, AICP
Town Planner
Town of South Hadley
116 Main Street
South Hadley, MA 01705

RE: Peer Review of the Stormwater Management
South Hadley High School Athletic Field Renovations
Fuss & O'Neill Reference No. 20150214.P21

Dear Mr. Harris:

Fuss & O'Neill has conducted a review of the documents submitted by Gale Associates, Inc. regarding the athletic campus improvements proposed at South Hadley High School located at 153 Newton Street. The redevelopment includes the construction of a 1.9 acre synthetic turf field in place of an existing grass field and stone dust track. Associated drainage and seeding is also proposed. We have conducted a review of the following materials as they relate to stormwater management.

Materials Reviewed

1. Site Plans titled, "South Hadley High School Athletic Field Renovations, South Hadley, MA," dated 1/28/2016, prepared by Gale Associates, Inc.
2. Report titled, "Stormwater Management Report, South Hadley High School Athletic Campus Improvements, South Hadley, Massachusetts" dated January 28, 2016, prepared by Gale Associates, Inc.
3. Addendum to the Stormwater Management Report, addressed to Richard Harris, from Peter Spanos P.E. LEED AP, regarding the Town's Stormwater Management Bylaw standards for the Athletic Field Renovations at South Hadley High School, dated February 19, 2016.

Site Plans

1. There appears to be a discrepancy between the proposed HydroCAD model of the outlet devices for Pond 1P: Base Stone (Turf Field) and what is depicted on the plans. Please clarify.

Mr. Richard Harris, AICP

February 26, 2016

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Stormwater Management Report

2. It is difficult to determine where the wetland buffer lies, please identify the wetlands buffer on plans.
3. It appears under section 4.2 the existing 16" pipe is not shown on the plans. Please clarify.

Addendum to the Stormwater Management Report

4. Please provide test pit information including a test pit location map to confirm groundwater within the field area and depth below proposed base. As it is stated in section 16-6 (3)(a)(6) "Infiltration basins shall be constructed with a three foot minimum separation between the bottom of the structure and the seasonal high groundwater elevation, as determined by a certified soil evaluator"

Stormwater Management Bylaw

5. Under Section 16-5 the following information needs to be submitted for support of the stormwater management plan.
 - a. Locus map
 - b. Natural heritage maps and certified vernal pool area map.

Stormwater Management Standards

6. It appears the separation between the bottom of the stone base field and seasonal high ground water as indicated under section 5.3 does not meet the bylaw as noted under #5 above.
7. Please clarify the location of the proposed track as mentioned in section 5.4 but not shown on the plans.

Sincerely,

Reviewed by:



Stephanie MacDonald
Project Engineer



Daniel DeLany
Senior Project Manager

/JM

FEB 16 2016

2/11/2016

James J. Falcone, Partner
TJF's Properties LLP
577 Granby Rd
South Hadley Ma 01075

Richard Harris, Town Planner
South Hadley Planning Board
116 Main Street
Room 204
South Hadley, MA 01075

Dear Mr. Harris,

I am writing you in an effort to gain support for a possible zoning change or usage change for my parcel of land located at 577 Granby Rd. in South Hadley.

In 2005 I acquired this property for the purpose of constructing a Taylor Rental business, which was approved by the board that year. The lot was much larger than I needed for the purpose of a rental yard and I had always planned on developing the rear as a self-storage business in the future.

Unfortunately it was my incorrect assumption that renting storage space, being similar to renting tools, would not be an issue. When I approached you several weeks ago, you let me know the devastating news. Warehousing, as it would be classified, is not allowed in that zone.

Given the remote and virtually invisible location of the land to be developed and the positive cash flow the tax revenue would provide the town, I respectfully request that a zone change or some other type of allowance be granted. I have spoken to several of neighbors and they all agree that it would not adversely affect the neighborhood in any way at all. I greatly appreciate your consideration of my situation.

Enclosed are letters to each of the board members. I would greatly appreciate if you would distribute them.

Respectfully,

James J. Falcone

Partner,

TJF's Properties LLP

TOWN OF SOUTH HADLEY

JEFF SQUIRE
Chairman

MARK CAVANAUGH
Vice-Chairman

HELEN FANTINI
Clerk

JOAN ROSNER
Member

MELISSA O'BRIEN
Member

DAN DODGE
Associate Member



RICHARD L. HARRIS, AICP
Town Planner

OFFICE OF THE PLANNING BOARD

116 Main Street, Room 204
South Hadley, MA. 01075-2896
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www.southhadleyma.gov
Email: rharris@southhadleyma.gov

February 16, 2016

Mr. James J. Falcone, Partner
TJF's Properties LLP
577 Granby Road
South Hadley, MA 01075

RE: February 11, 2016 Letter; February 29, 2016 Planning Board Meeting

Dear Mr. Falcone:

I am in receipt of the above-referenced letter regarding your desire to have the Board support "a zone change or . . . other type of allowance be granted". As we have discussed, the Board has no authority to waive or vary the Zoning Bylaw limitations. Your letter did not request a zone change – as I mentioned to you, to request a zone change you need to submit a letter to the Selectboard requesting a specific change from one zoning district to another specific district and specify the property for which the request is made by Assessor's Map and Parcel code.

Therefore, I intend to include the following item on the February 29, 2016 Planning Board agenda:

10. *Consider request from James Falcone regarding zoning of 577 Granby Road.*

At that time, you can discuss with the Board what you desire to do and they can provide feedback as to issues or positive points they see with whatever type of "allowance" you are requesting. The meeting will begin at 6:30 p.m. However, given the agenda's length and 2 public hearings already scheduled, I think it is unlikely the Board will reach your item until at least 8:00 p.m. Please confirm that you will be at the meeting on February 29th to discuss your matter.

If you have any questions regarding this matter, please feel free to contact me.

Sincerely,

Richard L. Harris, AICP
Town Planner

TREES AND PLANTINGS

Large Growing Trees (60' – 90')

(Minimum sizes: 2 ½ inch caliper at one foot above ground.)

<u>Species</u>	<u>Height</u>	<u>Remarks</u>
(Quercus rubra) Northern Red Oak	80'	
(Quercus alba) White Oak	90'	Native tree
(Quercus palustris) Pin Oak	75'	
(Platanus acerifolia) London Plane	80'	Excellent specimen, resist blight
(Platanus occidentalis) American Sycamore	80'	Native tree
(Nyssa sylvatica) Black Gum	60'	Good for poorly drained soil
(Gleditsia triacanthus inermis) Thornless Honeylocust	60'	Tolerant of city conditions
(Liquidambar styraciflua) Sweetgum	75'	Yellow fall color
(Tilia cordata 'Greenspire') Greenspire Linden	70'	Excellent specimen tree, pollinator tree
(Ulmus americana "Valley Forge, Independence, New Harmony)	80'	
(Ulmus japonica x wilsoniana) Accolade Elm	70'	

MEDIUM SIZE TREES (40'-60')

(Minimum sizes: 2 ½ inch caliper at one foot above ground.)

<u>Species</u>	<u>Height</u>	<u>Remarks</u>
(Cladratis lutea) Yellowwood	30'-50'	Attractive blooms
(Styphnolobium japonicum) Japanese Pagodatree	40'	Tolerant of city conditions

(Acer rubrum) Red Maple		
(Carpinus betulus) European Hornbeam	45'	Excellent tree
(Carpinus caroliniana) American Ironwood	45'	Excellent tree
(Ginkgo biloba) Maidenhair tree	60'	Insect and disease resistant, plant only male trees
(Betula nigra 'Heritage') Heritage River Birch	40'-50'	Interesting bark
(Eucomia ulmoides) Hardy Rubbertree	40'-60'	Insect and disease resistant, rich green foliage
(Cercidiphyllum japonicum) Katsuratree	40'-60'	Yellow fall color

SMALL TREES 15'-30'

(Minimum size: 9 foot crown height, 5 foot spread)

<u>Species</u>	<u>Height</u>	<u>Remarks</u>
(Amelanchier Canadensis) Serviceberry	25'	Attractive blooms, persistent berries
(Cornus kousa) Chinese Dogwood	30'	Resistant to anthracnose, blooms in June

SMALL TREES 15'-30' (continued)

(Minimum size: 9 foot crown height, 5 foot spread)

<u>Species</u>	<u>Height</u>	<u>Remarks</u>
-(Malus sp) Flowering Crabapples	30'	Showy blooms, some species susceptible to apple scab
(Cercis Canadensis) Eastern Redbud	30'	Attractive blooms
(Syinga reticulate) Japanese Tree Lilac	20'-25'	Showy fragrant flowers
(Acer griseum) Paperbark Maple	20'-30'	Showy red peeling bark

Annual and Special Town Meeting

May 11, 2016

