

Background Materials for March 28, 2016

Agenda Items #1 through #11

Agenda Item #1 – Minutes

I have distributed the minutes of the March 14, 2016 Planning Board meeting and public hearings.

ACTION NEEDED: Review, edit and approve the minutes.

Agenda Item #2 – Bills and Correspondence

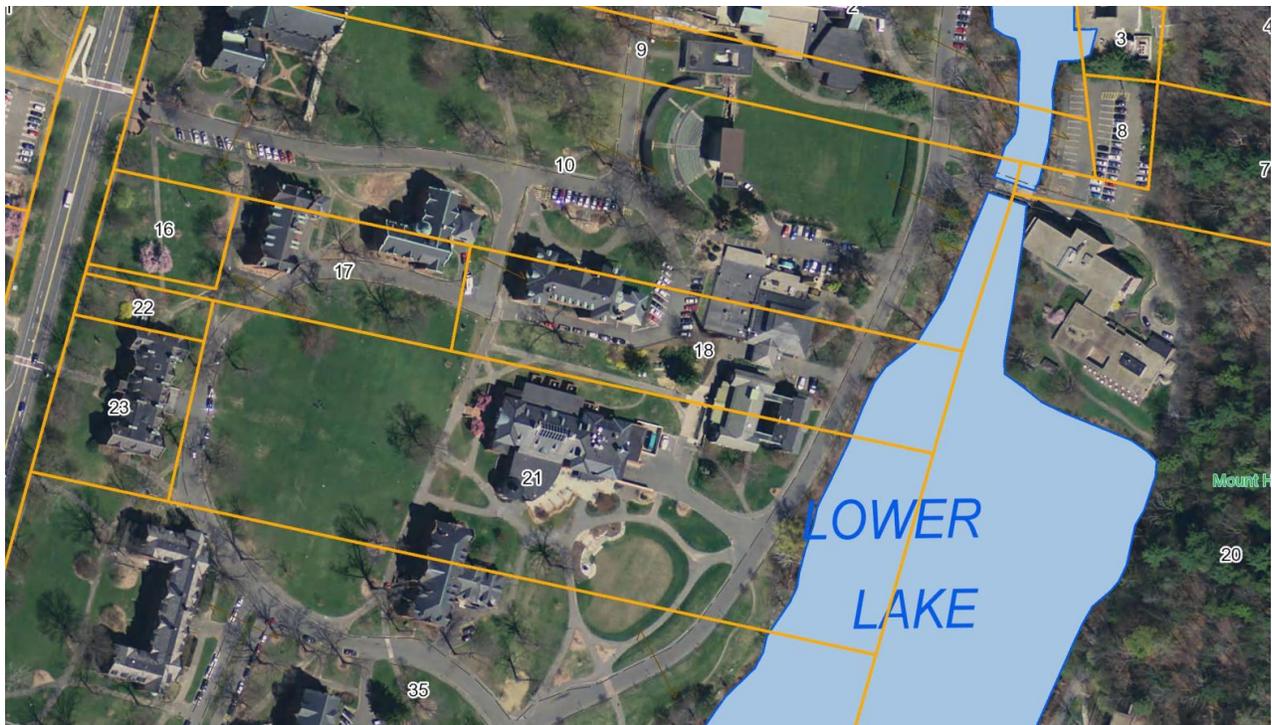
A list of the bills and correspondence are attached – there are no bills to be paid at this time.

ACTION NEEDED: Review the list of correspondence.

Agenda Item #3 – Minor Site Plan Review – Mount Holyoke College Centralized Dining and Community Center

Mount Holyoke College has submitted an application for a Minor Site Plan Review for construction of a new 35,607 square foot addition to Blanchard Hall. This addition, along with the renovation to the existing Blanchard Hall will transform this expanded facility into a centralized dining facility and community center to serve the entire campus. Included in the facility will also be office space for various organizations. 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 proposed development is situated on three parcels totaling 24.7 acres within the vast college campus which fronts College Street (Route 116). The parcels comprising this particular site lie



opposite “Lower Lake” and adjoin “Lower Lake Road” and “Blanchard Circle” – college owned streets. (See aerial photo below)

Since this project is “exempt” from the Zoning Bylaw under Mass. General Laws, it is only subject to “reasonable regulation” concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage requirements. Strict adherence to the specifications in the Zoning Bylaw may not be considered “reasonable” in all instances.

Departmental Comments

Comments have been solicited from the various departments pursuant to the Planning Board’s Rules and Regulations. To date, comments have been received from the following:

- **Fire District #2 Fire Captain Scott Brady** noted that this project does not activate any fire codes. Therefore, he indicated they have no comments.
- **Building Commissioner Charlene Baiardi** stated that she reviewed preliminary drawings / need more info. on Grading, as related to height of building as related to open area and to Fire access (at lower Lake, grades? height of bldg. and at Fire Truck access area, a hill there?) / what is this Rain Garden? pond? a barrier for Fire truck access? / Don't have much to comment on as related to Building Codes with these drawings / look forward to seeing more information and the Code Review /
- **Fire District #2 Water Superintendent Mark Aiken** indicated they had no comments on the project.

Dan Delaney, Fuss & O’Neill, Inc. (the firm is the Town’s consulting engineer) submitted a Peer Review letter which is posted on the Town’s website at the following link:

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2070>

Non-Respondent Departments

I have not heard from the following departments:

- Board of Health
- DPW
- Police

“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-2 zoning district limits the height to 3 stories or 35 feet.
- **Setbacks.** The Residence A-2 zoning district limits requires front, rear, and side setbacks of 25, 20, and 10 feet, respectively.
- **Lot Area.** The Residence A-2 zoning district has a minimum lot size of 12,500 square feet.

- *Open Space.* The Residence A-2 zoning district does not have an open space requirement but limits the impervious surface to 65% 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-2 zoning district limits principal building coverage to 40% and the recent Zoning Bylaw amendment limits the impervious surface to 65%.

Incorporation of Departmental Comments

Due to the applicability of Chapter 40A, Section 3 of Mass General Laws to this project, historically, comments raised by the departments are beyond the scope of the Planning Board’s review. However, the departmental comments can, and should, be incorporated into the Board’s decision for informational purposes, but cannot be a condition of approval if they fall outside of the limited scope of this review.

Relationship of Site Plan Review to Stormwater Management Permit

Given that a Stormwater Management Permit is required for this project, the primary intent of the March 14th review is to see if there are issues which the Board feels warrant revisions to the Site Plan which might impact the Stormwater Management Plan. I anticipate the Stormwater Management Permit application will need to be continued; therefore, this review should also be continued until we are certain that the Stormwater Management Plan will not need to be changed in a way that alters the Site Plan.

Plan Submittals

The various applications and plans have been posted on the Town’s website at the links listed below:

Application Forms and Transmittal Letter

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2001>

Site Plans

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2002>

Stormwater Management Report Submittal

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2003>

ACTION NEEDED: Conduct review of the Site Plan and determine if it meets “reasonable regulation”. As was done at the March 14th meeting, this item should be conducted in concert with Agenda Item #4 – the Stormwater Management Permit Application public hearing. If issues appear needing to be addressed, they should be noted. However, while the Zoning Bylaw may be used as a “guide” in making this assessment, strict adherence may not be appropriate due to the educational exemption.

Agenda #4 – Stormwater Management Permit – Mount Holyoke College Centralized Dining and Community Center - Public Hearing (Continued to 6:45 PM)

Mount Holyoke College has submitted an application for a Minor Site Plan Review for construction of a new 35,607 square foot addition to Blanchard Hall. 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 proposed development is situated on three parcels totaling 24.7 acres within the vast college campus which fronts College Street (Route 116). The parcels comprising this particular site lie opposite “Lower Lake” and adjoin “Lower Lake Road” and “Blanchard Circle” – college owned streets. (See aerial photo below)



The project anticipates disturbing approximately 4.5 acres of land. The amount of impervious surface added will be approximately 0.57 acres for a total of 2.62 acres of impervious surface – 10% of the 24.7 acres comprising the 3 parcels.

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

“ . . . a portion of the stormwater generated will need to be retained prior to discharge into Lower Pond to fully comply with the Wetland Protection Act (WPA) and MassDEP’s Stormwater Standards. Flow from the new building will be mitigated through the installation of a subsurface detention vault to achieve the required peak rate attenuation.

The goal of the proposed stormwater improvements is to achieve, at minimum, predevelopment rates and quality of discharged stormwater to the extent that it is practical to do so.”

“The following LID techniques/best management practices will be implemented to mitigate the increase in stormwater runoff from the Site:

- *The development plan proposes to minimize disturbance to existing trees and shrubs and disturbance to adjacent wetland resource areas will be avoided.*
- *Existing drainage structures will be maintained for the areas of the project that will remain unchanged.”*

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

Application Forms and Transmittal Letter

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2001>

Site Plans

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2002>

Stormwater Management Report Submittal

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2003>

The applicant’s consultant has also provided a written statement as to compliance with the Town’s Stormwater Management Bylaw which is posted on the Town’s website at the following link: <http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2042>

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, the only comments have been received from Fuss & O’Neill, Inc. (the Town’s consulting engineer). They submitted a Peer Review Letter which has been posted on the Town’s website at the following link:

<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2070>

The project engineer has been provided the comments and authorized to talk directly with Fuss & O’Neill, Inc. personnel to resolve the issues raised in the Peer Review.

The Conservation Commission is conducting a review of the project and I hope to have the Conservation Commission Administrator’s assessment of the project Monday night.

ACTION NEEDED: Conduct the public hearing.

Agenda Item #5 –Decisions on Mount Holyoke College

If the public hearing is closed on the Stormwater Management Permit application, the Board could render a decision on both applications. (The Criteria for making a decision on a Stormwater Management Permit application is attached.)

ACTION NEEDED: If the Board determines no additional information is needed for the Minor Site Plan Review, the Board could render a decision on that application. Similarly, if the Board closes the public hearing on the Stormwater Management Permit Application, the Board could also render a decision on that application.

Agenda #6 – Design Guidelines/Standards for South Hadley Falls Smart Growth District - Public Hearing (Advertised for 7:15 PM)

The Town has received the DHCD approval of the Smart Growth District and the Incentive Payment Contract which has been executed by the Town and returned to DHCD. Therefore, we need to get guidelines and rules and regulations in place to guide the Board and applicants under the Smart Growth District.

The public hearing has been posted and advertised for 7:15 p.m.

A copy of the draft Guidelines/Standards is posted on the Town’s website at the following:
<http://ma-southhadley.civicplus.com/DocumentCenter/Home/View/2050>

ACTION NEEDED: Conduct the Public Hearing on the proposed Design Guidelines.

Agenda #7 – Consider adoption of Design Guidelines/Standards for South Hadley Falls Smart Growth District

If the Board is satisfied with the draft guidelines and the public hearing does not identify any changes to be made in the Guidelines, the Board could take action to adopt the Guidelines. However, the Board should note that changes in the Guidelines will require DHCD prior approval.

ACTION NEEDED: Board adoption of Smart Growth District Design Guidelines.

Agenda #8 – Consider Special Permit Extension – Rivercrest Condominiums

April 10, 2014, the Planning Board granted approval of the Special Permit for Rivercrest Condominiums. Special Permits expire in 2 years

“if the work or change involved is not commenced within one year of the date on which the special permit is authorized, and if the work or change is not substantially completed within two (2) years.”

Recognizing the complexity of the permitting and undertaking of the development including the housing market condition, the Special Permit Decision included the following provision:

24. Expiration - Clarification. The Zoning Bylaw provides that a Special Permit expires if work has not commenced within one (1) year and if the work is not substantially

completed within two (2) years. The Planning Board interpretation of this provision provides that the “common infrastructure” (roadways, utilities, etc.) and most of the dwellings are completed and the buffers, etc. are installed (December 9, 2013 Planning Board minutes). Therefore, this deadline will be extended for good cause for an additional two (2) years to allow for substantial completion provided the developer has installed the “common infrastructure”, buffers, and maintained compliance with the Special Permit conditions. In no instance is this expiration deadline intended to imply that all of the residential dwellings have to be completed within the four (4) year time frame.

The applicants received their approval and then proceeded to undertake additional permitting including approval of the landscaping plan, stormwater management permit, and modification of the Special Permit as it related to changes required by the stormwater management plan. They began site work in 2015.

In accordance with the Zoning Bylaw and Special Permit Condition #24, they have submitted a letter requesting a 2 year extension (see attached). As stated in their letter requesting an extension, they report that at least 80% of the infrastructure completed and by the end of April, 11 units will be under construction.

Stormwater Management approval was granted by the Planning Board in late 2014. The area had a lot of snow and inclement weather – above normal – during winter 2015. It is clear that the developers promptly undertook the development work as weather allowed. Based on their letter reporting their status, they appear to be making rapid progress. I have not heard or seen any evidence that they are not satisfying the Special Permit conditions.

ACTION NEEDED: Determine whether the developers have satisfied the basis for a 2 year extension. If so, the Board needs to vote to grant the extension as requested.

Agenda #9 – Discussion regarding Comprehensive Plan Matrices

As the Board will recall, in late 2014, the Board began a discussion as to the Master Plan Top Priorities for the next 5 years. During 2015, the Board reviewed each of the “responsible parties” Recommended Actions and the MPIC’s reports on progress. From this review, the Board identified the Top Priorities for each “responsible entity” for the next 5 years. This work is to serve as the basis for “framing” an update of the Master Plan in or around 2020.

I have completed compiling the Planning Board’s determination as to the “Top Priorities” for the next five years for each of the “responsible entities”. This has been distributed for your review and a copy has been emailed to Judy Gooch as the representative of MPIC.

ACTION NEEDED: Review and confirm the Top Priorities.

Agenda Item #10 - 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** (Discussed under Agenda Item #8 above)
- **Ethan Circle** (no change)
- **Annafield Estates and Adam & Eve Estates subdivisions** (waiting for the surveyor to submit the required materials).
- **Western Mass Yacht Club** (the club is considering applying for a Special Permit to replace their nonconforming facility on Cove Island – public hearing is likely to occur in May)
- **South Hadley/Granby Chamber of Commerce** – Considering locating in an office at 2 Lyman Street which will require a Professional Business Special Permit – likely scheduled for May 2, 2016
- **Zoning for small domesticated pets – pot belly pigs, miniature goats, etc.** – Potential amendment for Fall Special Town Meeting
- **Easthampton Savings Bank – New Illuminated and Replacement of Illuminated Signs** – Scheduled for April 11, 2016
- **26 Hadley Street** – Waiver of Special Permit for expansion of a nonconforming use/structure – likely scheduled for April 11, 2016

b. Other Projects

- **Housing Studies.** Meeting with PVPC staff March 30th to review status and set schedule for completion.
- Participating in the effort to update the Town's Hazard Mitigation Plan – this plan will qualify the Town for FEMA grants.
- Participating with the Bike/Ped planning process.
- Participating with the Connecticut River Scenic Byway Update planning process.
- 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.
- **Health Impact Assessment.** We held our first project team meeting on this matter March 11th.)
- **South Hadley Falls Smart Growth District.** Discussed under Agenda Item #6 above.

c. Workshops/Training Opportunities

- “Seminar on Sign Regulation – Post Reed Decision” being conducted by Attorney General's Office and Koppleman & Paige in Boston on March 29th.

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.

SOUTH HADLEY PLANNING BOARD REGULAR MEETING

MINUTES OF MARCH 14, 2016

Draft – Draft

Present: Jeff Squire, Chair; Mark Cavanaugh, Vice-Chair; Helen Fantini, Clerk; Joan Rosner, Member (arrived at 6:34 p.m.); Melissa O'Brien, Member; Dan Dodge, Associate Member; and Richard Harris, Town Planner

Mr. Squire called the meeting into session at 6:30 p.m. Mr. Harris suggested that the Board wait for Ms. Rosner to arrive before proceeding with the meeting with Mr. Falcone. Therefore, the Board proceeded with other items.

3. Bills and Correspondence

Mr. Harris noted that there was a list of correspondence and additional correspondence provided to the Board. Three bills are ready for payment:

- Turley Publications, Inc. Legal Ad Stormwater Application – SHHS Athletic Fields
\$76.23
- Turley Publications, Inc. Legal Ad – Berkshire Hills Music Academy
\$83.16
- Turley Publications, Inc. Legal Ad – Recreation Dept.
\$83.16

Mr. Harris noted that since the latter two notices had to be rerun due to an error in the notices, he informed the Berkshire Hills Music Academy that the Board would cover the cost of the ad.

Motion - Ms. Fantini moved and Ms. O'Brien seconded the motion to approve payment of the three bills for Turley Publications, Inc. as listed by the Town Planner. The Board voted **Four (4)** out of **Four (4)** members present in favor of the motion.

2. Minutes

a. February 29, 2016 Planning Board meeting minutes

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

Motion - Ms. O'Brien moved and Ms. Fantini seconded the motion to approve the February 29, 2016 Planning Board Meeting minutes as submitted. The Board voted **Four (4)** out of **Four (4)** members present in favor of the motion.

- b. *February 29, 2016 Planning Board Public Hearing (S. H. H. S. Athletic Fields) minutes*
Mr. Harris referenced the draft minutes which he distributed. The Board members reviewed the draft minutes.

Motion - Mr. Cavanaugh moved and Ms. O'Brien seconded the motion to approve the February 29, 2016 Planning Board Public Hearing (SHHS Athletic Fields) minutes as submitted. The Board voted **Four (4)** out of **Four (4)** members present in favor of the motion.

(Ms. Rosner arrived at 6:34 p.m.)

- c. *February 29, 2016 Planning Board Public Hearing (BHMA Expansion) minutes*
Mr. Harris referenced the draft minutes which he distributed. The Board members reviewed the draft minutes.

Motion - Mr. Cavanaugh moved and Ms. O'Brien seconded the motion to approve the February 29, 2016 Planning Board Public Hearing (SHHS Athletic Fields) minutes as submitted. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

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

James Falcone, a principal partner in the owner of the property and business at 577 Granby Road, used an aerial photo to depict the size of the parcel and the portion he would like to develop situated behind the existing business. Using several photographs, James Falcone described the site as being isolated and screened from view from other properties and roadways. He indicated he would like to use the property for solar arrays, utility rental, or similar uses.

Mr. Harris noted that this item was on the agenda based on James Falcone's interest in having the property rezoned or otherwise to accommodate self-storage warehousing. He suggested that the Building Commissioner and himself could sit down with Mr. Falcone and discuss the allowed uses for the site – including those he mentioned at this meeting.

James Falcone stated he was interested in having the site rezoned. He emphasized that such zoning resulting in the self-storage development would increase taxes and would not be visible from the surrounding areas. His neighbors have indicated to him that they are supportive of his request.

Mr. Squire, Mr. Cavanaugh, and Ms. Fantini indicated that they would not be inclined to support a change in zoning as suggested by James Falcone since it would be "spot" zoning. Ms. Fantini commented that the Master Plan strongly objected to such "spot zoning".

Mr. Squire suggested that James Falcone meet with Mr. Harris and the Building Commissioner as was suggested by Mr. Harris.

Mr. Squire recessed the meeting for the public hearing at 6:45 p.m.

4. PUBLIC HEARING: Site Plan Review Application for Whispering Pines at Root Road, LLC; Property Location: Newton Street in front of Stonybrook Village Condominiums (Assessor's Map Number #28 - Parcel #246).

The Public Hearing was held. (See minutes of Public Hearing.)

The meeting reconvened at 7:22 p.m.

5. DECISION: Site Plan Review Application for Whispering Pines at Root Road, LLC; Property Location: Newton Street in front of Stonybrook Village Condominiums (Assessor's Map Number #28 - Parcel #246).

Mr. Squire asked if there were a motion to approve the Site Plan Review. He noted the conditions the Board discussed in the Public Hearing.

Mr. Harris repeated the conditions which had been suggested.

Motion - Mr. Cavanaugh moved and Ms. Rosner seconded the motion to find that the application by Whispering Pines at Root Road, LLC Site Plan Review satisfied the Site Plan Review Standards and to approve Site Plan Review for the project subject to the conditions all as stated in the draft Planning Board decision and modified during the discussion in the Public Hearing. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

6. Consider Endorsement of Approval Not Required Plan for Whispering Pines at Root Road, LLC. Property Location: Newton Street (Assessor's Map #28 – Parcel #246). WITHDRAWN

Since this item was withdrawn, no action was taken.

Mr. Harris suggested that though the Minor Site Plan Review is not subject to a public hearing, that the next two items be considered during the public hearing (item #8). All Board members indicated that they concurred given the interrelationship of the Site Plan and Stormwater Management Plan.

Mr. Squire recessed the meeting for the public hearing at 7:26 p.m.

7. MINOR SITE PLAN REVIEW: Proposed Centralized Dining and Community Center Facility for Mount Holyoke College. Property Location: Mount Holyoke College Campus – Lower Lake Road and Blanchard Circle (Assessor's Map Number #48 - Parcels #18, #21, & #35).

8. PUBLIC HEARING - STORMWATER MANAGEMENT PERMIT: Proposed Centralized Dining and Community Center Facility for Mount Holyoke College. Property Location: Mount Holyoke College Campus – Lower Lake Road and Blanchard Circle (Assessor's Map Number #48 - Parcels #18, #21, & #35).

The Public Hearing was held. (See minutes of Public Hearing.)

The meeting reconvened at 8:01 p.m.

- 9. DECISIONS: Stormwater Management Permit and Minor Site Plan Review. Proposed Centralized Dining and Community Center Facility for Mount Holyoke College. Property Location: Mount Holyoke College Campus – Lower Lake Road and Blanchard Circle (Assessor’s Map Number #48 - Parcels #18, #21, & #35).**
Since the public hearing on the Stormwater Management Permit application was not closed, no action was taken on this item.

Mr. Squire recessed the meeting for the public hearing at 8:01 p.m.

- 10. PUBLIC HEARING - STORMWATER MANAGEMENT PERMIT: South Hadley High School Athletic Fields Renovations. Proposed South Hadley High School Athletic Field Renovations. Property Location: 153 Newton Street and off Taylor Way and off Lincoln Avenue (Assessor’s Map Number #17 - Parcel #15).**

The Public Hearing was held. (See minutes of Public Hearing.)

The meeting reconvened at 8:24 p.m.

- 11. DECISION: Stormwater Management Permit. South Hadley High School Field Renovations. Property Location: 153 Newton Street and off Taylor Way and off Lincoln Avenue (Assessor’s Map Number #17 - Parcel #15).**

Motion - Ms. Rosner moved and Mr. Cavanaugh seconded the motion to find that the application by the Recreation Department for a Stormwater Management Permit for redevelopment of the South Hadley High School Athletic Field satisfied the conditions of the Stormwater Management Bylaw and to approve the Stormwater Management Permit for the project subject to the conditions all as stated in the draft Planning Board decision. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

Mr. Harris suggested that though the Minor Site Plan Review is not subject to a public hearing, that the next two items be considered during the public hearing (item #12). All Board members indicated that they concurred given the interrelationship of the Site Plan and Stormwater Management Plan.

Mr. Squire recessed the meeting for the public hearing at 8:27 p.m.

- 12. PUBLIC HEARING - STORMWATER MANAGEMENT PERMIT: Proposed Performance Center/Classroom/Office building for Berkshire Hills Music Academy. Property Location: 48 Woodbridge Street (Assessor’s Map Number #52 - Parcel #180).**

- 13. 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).**

The Public Hearing was held. (See minutes of Public Hearing.)

The meeting reconvened at 8:38 p.m.

14. DECISIONS: Stormwater Management Permit and 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).

Motion - Mr. Cavanaugh moved and Ms. O'Brien seconded the motion to find that the application by the Berkshire Hills Music Academy for a Stormwater Management Permit for expansion of the facility satisfied the conditions of the Stormwater Management Bylaw and to approve the Stormwater Management Permit for the project subject to the conditions all as stated in the draft Planning Board decision. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

Motion - Mr. Cavanaugh moved and Ms. Rosner seconded the motion to find that the application by Berkshire Hills Music Academy for Minor Site Plan Review satisfied the limited standards applicable to the project due to its exempt status and to approve Minor Site Plan Review for the project subject to the conditions all as stated in the draft Planning Board decision. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

15. Development Update and Planner's Report

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

a. Development Report

- One Canal Street (no change)
- Mountainbrook Street Acceptances (no change)
- Rivercrest Condominiums (no change)
- Ethan Circle (no change)
- Annafield Estates and Adam & Eve Estates subdivisions (waiting for the surveyor to submit the required materials).
- Western Mass Yacht Club (the club is considering applying for a Special Permit to replace their nonconforming facility on Cove Island – public hearing is likely to occur in May)

b. Other Projects

- Mr. Harris noted he continuing to participate 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.
- Health Impact Assessment. They held their first project team meeting last Friday.

- South Hadley Falls Smart Growth District. The public hearing on the Design Guidelines is scheduled for March 28th.
- c. *Workshops/Training Opportunities*
 - Mr. Harris stated that the CPTC Annual Conference is being held on March 19th at Holy Cross. Unfortunately, he stated he will not be able to attend.

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

Mr. Harris made note that a flyer about Senator Rosenberg's annual spring meeting was received today. The event is scheduled for Saturday, April 9, 2016.

17. Adjournment

Motion – Ms. Rosner moved and Ms. O'Brien 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 8:08 p.m.

Respectfully submitted,

DRAFT

Richard Harris, Recorder

Attachment A

List of Documents Reviewed in March 14, 2016 Planning Board Meeting

<u>Document</u>	<u>Record Location</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
Request and correspondence regarding 577 Granby Road	Planning Board Files
Application submittal and plans and Comments regarding Stonybrook Commercial SPR	Planning Board Project Files
Application submittal and plans and Comments regarding Mount Holyoke College Centralized Dining & Community Center Facility	Planning Board Project Files
Application submittal and plans and Comments regarding Berkshire Hills Music Academy Expansion	Planning Board Project Files
Application submittal and plans and Comments regarding High School Athletic Field Redevelopment	Planning Board Project Files

4. PUBLIC HEARING: Site Plan Review Application for Whispering Pines at Root Road, LLC; Property Location: Newton Street in front of Stonybrook Village Condominiums (Assessor's Map Number #28 - Parcel #246).

7. MINOR SITE PLAN REVIEW: Proposed Centralized Dining and Community Center Facility for Mount Holyoke College. Property Location: Mount Holyoke College Campus – Lower Lake Road and Blanchard Circle (Assessor's Map Number #48 - Parcels #18, #21, & #35).

8. PUBLIC HEARING - STORMWATER MANAGEMENT PERMIT: Proposed Centralized Dining and Community Center Facility for Mount Holyoke College. Property Location: Mount Holyoke College Campus – Lower Lake Road and Blanchard Circle (Assessor's Map Number #48 - Parcels #18, #21, & #35).

10. PUBLIC HEARING - STORMWATER MANAGEMENT PERMIT: South Hadley High School Athletic Fields Renovations. Proposed South Hadley High School Athletic Field Renovations. Property Location: 153 Newton Street and off Taylor Way and off Lincoln Avenue (Assessor's Map Number #17 - Parcel #15).

12. PUBLIC HEARING - STORMWATER MANAGEMENT PERMIT: Proposed Performance Center/Classroom/Office building for Berkshire Hills Music Academy. Property Location: 48 Woodbridge Street (Assessor's Map Number #52 - Parcel #180).

13. 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).

DRAFT

SOUTH HADLEY PLANNING BOARD PUBLIC HEARING
ON APPLICATION FOR SITE PLAN REVIEW – STONYBROOK
COMMERCIAL SITE

NEWTON STREET

BY WHISPING PINES AT ROOT ROAD

MINUTES OF MARCH 14, 2016

DRAFT - DRAFT

Present: Jeff Squire, Chair; Mark Cavanaugh, Vice-Chair; Helen Fantini, Clerk; Joan Rosner, Member; Melissa O'Brien, Member; Dan Dodge, Associate Member; and Richard Harris, Town Planner

Mr. Squire called the public hearing to order at 6:45 p.m.

Helen Fantini read the notice of the Planning Board public hearing:

The South Hadley Planning Board, in accordance with the provisions of Chapter 40-A, Section 11, Massachusetts General Laws and the provisions of Article XVI, Section 1604 of the Town of South Hadley General Bylaws, will hold a public hearing on Monday March 14, 2016 at 6:45 p.m. in the Selectboard Meeting Room of the Town Hall to discuss the applications of Whispering Pines at Root Road, LLC; 1421 Granby Road; Chicopee, MA 01020 for Site Plan Review under Section 5(E) and Section 12 of the Town of South Hadley Zoning By-Law.

The applicant is seeking Site Plan Review approval to allow construction and operation of a 2,450 +/- square foot office/retail facility on the subject property. Other elements of the project include provision of 23 +/- parking spaces, stormwater management, utilities, landscaping, and related improvements. The subject property consists of a 0.79 acre portion of a 9.8 +/- acre parcel located off the east side of Newton Street (most of the larger parcel is developed as Stonybrook Village Condominiums – the subject site occupies most of the Newton Street frontage of the parcel) and identified on Assessor's Map Number #28 as a portion of Parcel #246.

Plans and the application may be viewed at the Office of the Planning Board during normal office hours (8:30 a.m. to 4:30 p.m.). Any person interested in, or wishing to be heard regarding, this application should appear at the time and place designated.

Published: Friday, February 19, 2016
 Friday, February 26, 2016

Mr. Squire asked the applicant to present their proposal.

Rob Levesque, representing the applicant and using a copy of the site plan, reviewed the project and the background. He noted that the applicant is proposing to construct a 2,450 square foot building with 23 parking spaces. By comparison, the original Site Plan Review in 2006 was for a 4,800 square foot building and approximately 28 parking spaces. The current proposed tenant for the 2,450 square foot building is Ameriprize Financial Services.

Rob Levesque, described the location of the proposed parking noting that it will conform to the current Zoning Bylaw by being located to the north and behind the building with no parking or asphalt installed in front of the building. He reviewed the proposed landscaping around the building and the property. The developer will extend the arbor vitae screening presently to the rear of the proposed building. In terms of drainage, the new project will have less impervious surface than what was approved in 2006 which will result in less runoff. The storm drainage system was constructed 10 years ago based on the original proposed amount of impervious surface.

Rob Levesque reviewed responses to the review conducted by Fuss and O'Neill.

- In terms of the grade of the parking area, he suggested that a 0.5% grade is very feasible to achieve with a good contractor and that to raise the grade to 1.0% would result in reduction in coverage of pipes.
- The Board could condition their approval upon cleaning of the drainage system. The existing detention basin serves the area of the entire commercial site and from the first condo unit towards Newton Street.

Ms. Fantini questioned the number of spaces being proposed and the need for so many spaces. Rob Levesque stated that the Zoning Bylaw would only require 8 or so spaces. In his opinion, no commercial space of 2,450 square feet would function with so few spaces. The business has indicated that they need the 23 spaces. There was further discussion regarding the appropriateness of the proposed and required parking spaces.

Ms. Rosner inquired about having some pervious parking. Rob Levesque responded that no such parking is proposed.

Mr. Squire suggested that the sidewalk proposed for the building be extended to Newton Street – where sidewalk currently exists. There was discussion regarding this issue. Rob Levesque suggested that the Board could condition their approval upon such sidewalk extension. Steve Duval, the owner of the proposed business, stated he has never had walk in customers.

Mr. Squire asked about the site lighting. Rob Levesque reviewed the lighting plan details.

Mr. Squire/Mr. Cavanaugh queried about the proposed sign. Rob Levesque stated that they do not have any details for the sign at this time. Mr. Harris noted that, if the sign is

to be illuminated in any way, then the applicant will need to come back to the Planning Board for approval.

Ms. Fantini expressed concern that there is no an elevation of the proposed building. Steve Duval, owner of the proposed business responded that it is intended to look like the residential buildings in the area. There was further discussion and Steve Duval clarified that it is to be compatible with the Stonybrook Condos style.

Mr. Cavanaugh asked about the electric meters, mechanical, HV AC items noting that they are not to be visible from Newton Street. Rob Levesque suggested that the equipment will likely be on the southside of the building but it will be screened with landscaping.

Roger Blood, 164 Stonybrook Way, queried whether the lighting for the commercial site will be part of the Stonybrook Condos lighting? He noted that the condo owners pay for their lighting. Rob Levesque responded that the lighting will be separate.

_____, inquired whether the commercial “property” is to be separate from the condominiums. She also asked as to the duration of parking at the commercial site – noting that the 23 spaces is a large number right behind the condos.

Rob Levesque responded that they do intend to separate the commercial “parcel” from the condo portion. They had intended to that tonight but need to resolve other issues first. Steve Duval commented that they will not be open late at night.

Joanna Brown, __ Charon Terrace, commented that the parking area looked congested and questioned whether there was sufficient maneuvering space and how would the snow removal be handled Rob Levesque responded

- 1) The driveway at the roadway is 26 feet wide
- 2) There is plenty of sight distance at the driveway
- 3) Snow will be stockpiled but trucked off site.

There was further discussion regarding the snow. It was noted that during most snow storms the snow will be plowed onto the grass area with no more than a few of the parking spaces being left unusable by the piled snow. In the situations where there is inadequate space in which to stockpile the snow, the snow will be trucked off site.

Patrice Buxton, 120 Stonybrook Way, commented that the sidewalk should not be eliminated. Rob Levesque clarified the discussion about the sidewalk. He noted that the existing sidewalk along Newton Street is not proposed to be eliminated and the Board is suggesting that the proposed sidewalk adjoining the building be extended to Newton Street.

Patrice Buxton, 120 Stonybrook Way, inquired as to the timeframe for the project and whether the building is to be split into two businesses. Steve Duval, representing the

applicant, stated that he is intending to build the project this summer and has no intention of dividing the building into 2 businesses.

Patrice Buxton, 120 Stonybrook Way, questioned if the orientation of the parking means that there will be a “blank” wall facing Newton Street. Mr. Squire stated that this is a concern which relates to the Board wanting to review and approve the building elevations. There was further discussion regarding the architectural style and the need to ensure that the Newton Street side looks like a “front” – not a solid masonry other wall. Landscaping will not suffice to address the issue.

Martha Terry, 25 Brainard Street asked about the distance from the Newton Street. Rob Levesque explained the building setback distances.

Mr. Harris reviewed some draft proposed conditions and findings for approval. Board members also identified additional conditions regarding:

- Building Style - Elevations. The building is to be constructed in “residential style” compatible with that of the Stonybrook Village condominiums. Planning Board to review and approve elevations.
- Bicycle Storage Racks. Provide bicycle storage racks.
- Utility Connections and Mechanical Equipment Screening. Utilities and the mechanical equipment must be screened.
- Sidewalk Connection. Connected to the existing sidewalk along Newton Street.
- Easterly Side Screening Buffer. Maintain a healthy, dense vegetated buffer along the easterly side.

Mr. Squire asked if there were further comments. There being no further public comment, Mr. Squire closed the hearing at 7:22 p.m.

Respectfully submitted,

Draft - Draft

Richard Harris, Recorder

SOUTH HADLEY PLANNING BOARD PUBLIC HEARING

ON APPLICATION FOR STORMWATER MANAGEMENT PERMIT – MOUNT HOLYOKE COLLEGE CENTRALIZED DINING AND COMMUNITY CENTER

**50 COLLEGE STREET
(BLANCHARD CIRCLE AND LOWER LAKE ROAD)**

BY MOUNT HOLYOKE COLLEGE

MINUTES OF MARCH 14, 2016

DRAFT - DRAFT

Present: Jeff Squire, Chair; Mark Cavanaugh, Vice-Chair; Helen Fantini, Clerk; Joan Rosner, Member; Melissa O'Brien, Member; Dan Dodge, Associate Member; and Richard Harris, Town Planner

Mr. Squire called the public hearing to order at 7:26 p.m.

Helen Fantini read the notice of the Planning Board public hearing:

The South Hadley Planning Board, in accordance with the provisions of Article XVI, Section 1604 of the Town of South Hadley General Bylaws, will hold a public hearing on Monday, March 14, 2016 at 7:15 p.m. in Selectboard Meeting Room of the Town Hall to discuss the application of Mount Holyoke College; 50 College Street; South Hadley, MA 01075 for a Stormwater Management Permit for the proposed Centralized Dining & Community Center project under Article XVI of the Town's General Bylaws. The subject property is located on the Mount Holyoke College campus adjoining Blanchard Hall along at Lower Lake Road and Blanchard Circle and identified on Assessor's Map Number **#48** as Parcels **#18**, **#21** & **#35**.

Plans and applications may be viewed at the office of the Planning Board during normal office hours (8:30 a.m. to 4:30 p.m.). Additionally, the plans and application are posted on the Planning Board's "Project Plans" page on the Town's website www.southhadley.ma.gov. Any person interested in, or wishing to be heard regarding, this application should appear at the time and place designated.

Published: Friday, March 4, 2016

Paul Breen, Mount Holyoke College Director of Facilities Management introduced the project team. He provided an overview of the project noting that the College has 6 residence hall dining facilities and this project will consolidate those into one center with nearly 1,000 seats.

Matt Hyatt, project architect stated that the proposed facility will have slightly less than the number of seats in the 6 dining halls combined. However, this will be a more efficient and effective arrangement. This is also a “green” approach to delivering the services. He noted the additional spaces and services which will be available including an area which can be converted for small music performances, student government offices, etc.

Luke Boucher, project engineer noted that this project is being undertaken with no anticipated increase in student enrollment – serving the existing levels of students. Using a copy of the plan submitted for review, he described the proposed drainage system including the underground detention facilities and the existing water quality controls.

Ms. Fantini inquired as to what is being proposed for reuse of the existing residence hall dining facilities. Paul Breen responded that they are exploring options – at this point, the reuse is uncertain. Ideas have been explored about study areas, converting to dorm rooms which would allow restructuring of existing dorm rooms to be more spacious, etc.

Mr. Harris asked about the “concert venue”. Paul Breen stated that the space is an existing dining space which is actually a multipurpose room.

Mr. Dodge queried about the water quality structure and how the system works. Luke Boucher identified the structure and explained the operation.

Mr. Squire inquired about the catch basins and the Peer Review. Luke Boucher responded to the question about the catch basins. Mr. Harris stated that Fuss & O’Neill, Inc. are conducting the Peer Review and Mount Holyoke College has put up a deposit to cover the cost.

Ms. Rosner asked how many persons Chapin Hall holds. Paul Breen suggested the capacity is in the neighborhood of 1,100 to 1,300 persons.

Joanna Brown, Charon Terrace, noted she is an alumnus of Mount Holyoke College. She inquired as to whether this facility will be an “emergency gathering place” and where will the employees park. Paul Breen stated that the facility will have emergency back-up supply. Employees will continue to park where they have been parking.

Joanna Brown, Charon Terrace, queried as to how snow removal will be managed and the provisions for handicapped parking. Paul Breen stated that there is ample space to move the snow. As to parking, Matt Hyatt noted that no additional parking spaces are being planned. The facility is within 5-7 minutes of walking from the existing facilities.

Ms. Fantini asked about the staff parking. Paul Breen stated that it is dispersed. There was further discussion as to the parking considerations.

Mr. Squire noted that it would seem that we are waiting for the Peer Review. Mr. Harris stated that only began late last week. He suggested continuing the public hearing until March 28, 2016 at 6:45 p.m.

Motion - Mr. Cavanaugh moved and Ms. Rosner seconded the motion to continue the Planning Board public hearing to Monday March 28, 2016 at 6:45 p.m. for the purpose of allowing the Peer Review to be completed and provide the applicant an opportunity to respond to the Town's Engineer Review and resolving the final issues. The Board voted **Five (5)** out of **Five (5)** members present in favor of the motion.

There being no further public comment, Mr. Squire stated that the hearing will be continued. With concurrence from the other members, Mr. Squire recessed the hearing at 8:01 p.m.

Respectfully submitted,

Draft - Draft

Richard Harris, Recorder

**SOUTH HADLEY PLANNING BOARD PUBLIC HEARING
ON APPLICATION FOR STORMWATER MANAGEMENT PERMIT –
HIGH SCHOOL ATHLETIC FIELDS REDEVELOPMENT**

153 NEWTON STREET

BY SOUTH HADLEY RECREATION DEPARTMENT

MINUTES OF MARCH 14, 2016

DRAFT - DRAFT

Present: Jeff Squire, Chair; Mark Cavanaugh, Vice-Chair; Helen Fantini, Clerk; Joan Rosner, Member; Melissa O'Brien, Member; Dan Dodge, Associate Member; and Richard Harris, Town Planner

Mr. Squire called the public hearing to order at 8:01 p.m.

Helen Fantini read the notice of the Planning Board public hearing:

The South Hadley Planning Board, in accordance with the provisions of Article XVI, Section 1604 of the Town of South Hadley General Bylaws, will hold a public hearing on Monday, March 14, 2016 at 8:00 p.m. in the Selectboard Meeting Room of the Town Hall to discuss the application of the Town of South Hadley Recreation Department; 116 Main Street; South Hadley, MA 01075 for a Stormwater Management Permit for the proposed High School Athletic Fields Renovation/Redevelopment project under Article XVI of the Town's General Bylaws. The subject property is located at 153 Newton Street and identified on Assessor's Map Number #17 as Parcel #15.

Plans and applications may be viewed at the office of the Planning Board during normal office hours (8:30 a.m. to 4:30 p.m.). Additionally, the plans and application are posted on the Planning Board's "Project Plans" page on the Town's website www.southhadleyma.gov. Any person interested in, or wishing to be heard regarding, this application should appear at the time and place designated.

Published: Friday, March 4, 2016

Mr. Harris noted that there was a flaw in the public hearing notice for February 29th (the wrong meeting room was identified); therefore, the public hearing is being redone in its entirety.

Mr. Squire asked the applicant to present their proposal.

Peter Spanos, engineer with Gale Associates, was present to represent the applicant. Using a copy of the plans, he reviewed the site and location of the project. He noted that the field is planned to accommodate a variety of sports.

Peter Spanos, project engineer, described how a turf field functions relative to drainage compared to an artificial field. He noted that a turf field has a 2% grade to allow sheet flow of stormwater runoff. However, stormwater permeates vertically on an artificial field as being proposed. He described the technique for construction of the proposed field and its drainage system and the overall drainage pattern.

Ms. Fantini inquired about Janice Stone's comments. Mr. Harris stated that the Background had an error. Janice Stone's comments were resolved on February 29, 2016 in a meeting with Andy Rogers and Peter Spanos.

Mr. Cavanaugh asked about the potential for tracking onto Taylor and who was responsible. Peter Spanos stated that the contractor is responsible for ensuring tracking does not occur. If it does, the contractor is responsible for all clean up.

Joanna Brown, Charon Terrace, referred to a New York State Health Report regarding heat stress caused by artificial turf fields. Andy Rogers, Recreation Director stated that there will be access to irrigation. Peter Spanos responded further on this matter.

Mr. Harris noted that the Board's review is limited to the criteria for Stormwater Management Permits.

There was further discussion about mud being tracked onto Taylor and how the Town will control that issue.

Mr. Squire asked if there were further comments. There being no further public comment, Mr. Squire closed the hearing at 8:24 p.m.

Respectfully submitted,

Draft

Richard Harris, Recorder

SOUTH HADLEY PLANNING BOARD PUBLIC HEARING
ON APPLICATION FOR STORMWATER MANAGEMENT PERMIT –
BERKSHIRE HILLS MUSIC ACADEMY EXPANSION

48 WOODBRIDGE STREET

BY BERKSHIRE HILLS MUSIC ACADEMY

MINUTES OF MARCH 14, 2016

DRAFT - DRAFT

Present: Jeff Squire, Chair; Mark Cavanaugh, Vice-Chair; Helen Fantini, Clerk; Joan Rosner, Member; Melissa O'Brien, Member; Dan Dodge, Associate Member; and Richard Harris, Town Planner

Mr. Squire called the public hearing to order at 8:27 p.m.

Helen Fantini read the notice of the Planning Board public hearing:

The South Hadley Planning Board, in accordance with the provisions of Article XVI, Section 1604 of the Town of South Hadley General Bylaws, will hold a public hearing on Monday, March 14, 2016 at 8:15 p.m. in Selectboard Meeting Room of the Town Hall to discuss the application of Berkshire Hills Music Academy; 48 Woodbridge Street; South Hadley, MA 01075 for a Stormwater Management Permit for the proposed Berkshire Hills Music Academy expansion project under Article XVI of the Town's General Bylaws. The subject property is located at 48 Woodbridge Street and identified on Assessor's Map Number #52 as Parcel #180.

Plans and applications may be viewed at the office of the Planning Board during normal office hours (8:30 a.m. to 4:30 p.m.). Additionally, the plans and application are posted on the Planning Board's "Project Plans" page on the Town's website www.southhadleyma.gov. Any person interested in, or wishing to be heard regarding, this application should appear at the time and place designated.

Published: Friday, March 4, 2016

Mr. Harris noted that there was a flaw in the public hearing notice for February 29th (the wrong meeting room was identified); therefore, the public hearing is being redone in its entirety.

Mr. Squire asked the applicant to present their proposal.

Derek Noble, project architect with Steffian Bradley Architects noted that Tom _____ with Doucet & Associates and Michelle Theroux Director of Berkshire Hills Music Academy were also present to address any questions. He reviewed the status of the project and noted that since the last meeting, they have conducted more test pits, made some revisions to the stormwater management plan, and met with Fuss & O'Neill, Inc. staff regarding the Peer Review and the revisions.

Tom _____, project engineer with Doucet & Associates reviewed the details of the stormwater management plan using a copy of the revised plans.

Mr. Harris inquired about the changes which have been made, specifically the rain garden.

Tom _____, project engineer identified the location of the rain garden. He noted that the system is largely taking roof runoff through the water quality swale and then the rain garden with final disposal being via a level spreader onto the ground.

Mr. Squire asked about the presence of ledge. Tom _____, project engineer, stated it was 7 feet down; thus, they have ample room to meet the 3 foot separation requirement. But, the rain garden allows the project to meet the standards.

Richard Matteson, stated that his son and daughter in law live on Meadow Lane and asked about the location of the rain garden. Michelle Theroux stated that it will be on the main part of the property owned by Berkshire Hills Music Academy.

Joann, 14 Sycamore Parc, stated that she has had water issues on her property. Thus, she wanted to know how it will impact her property. Tom _____, project engineer identified her property relative to the project site and stated that it will not impact her property.

Mr. Squire asked if there were further comments. There being no further public comment, Mr. Squire closed the hearing at 8:24 p.m.

Respectfully submitted,

Draft - Draft

Richard Harris, Recorder

SOUTH HADLEY PLANNING BOARD

BILLS & CORRESPONDENCE

March 28, 2016

BILLS PAYABLE

Letters & Memos

- Letter from Fuss & O'Neill dated March 23, 2016 regarding Peer Review of the Stormwater Management for Mount Holyoke College – Community Center with Dining
- Letter from Rivercrest Condominiums dated March 24, 2016 requesting an extension of the Special Permit
- Letter from Vicki White of Graphic Impact Signs dated March 25, 2016 requesting approval of new illuminated signs for Easthampton Savings Bank

Town Department Comments on Pending Projects

-

Town Department Agendas & Minutes

-

Legal Notices

Amherst

- Town of Amherst Planning Board Notice of Filing Decision to approve Site Plan Review to construct a 2.55 MW (DC) solar energy generating facility as an accessory use to a non-profit educational institution (Hampshire College) at 1095 West Street
- Town of Amherst Zoning Board of Appeals Notice of Filing Decision on ZBA FY2016-00011 to grant a Special Permit to formalize the use of the property as two dwelling units, as a non-owner occupied Converted Dwelling at 180 Belchertown Road; ZBA FY2016-00012 to grant Special Permit to reconfigure three existing dwelling units through the demolition and reconstruction of an existing barn and interior changes to the existing dwelling as an owner occupied Converted Dwelling at 69 Pelham Road; ZBA FY2016-00013 to grant a Special Permit to structurally alter, enlarge, and/or extend a pre-existing non-conforming single family dwelling by constructing an approximately 100 square foot addition within a required side yard setback at 70 Taylor Street
- Town of Amherst Planning Board Notice of Public Hearing (April 6, 2016) to consider Site Plan Review for an exterior exhaust system at 61 Main Street.
- Town of Amherst Planning Board Notice of Public Hearing (April 6, 2016) to consider Site Plan Review to add a studio apartment at 79-85 Sunderland Road

Legal Notices (Continued)

Chicopee

- City of Chicopee Planning Board Notice of Public Hearing (April 7, 2016) to consider a Zone Change from Residential A to Business A for property at 529 Memorial Drive.
- City of Chicopee Planning Board Notice of Public Hearing (April 7, 2016) to consider a Site Plan with Waiver request to construct a single-story building addition at 166-168 Center Street.
- City of Chicopee Planning Board Notice of Public Hearing (April 7, 2016) to consider Waiver of Frontage from 75 to 60 to create a new single-family building lot at 58 Clarendon Avenue.

Granby

-

Hadley

-

Holyoke

-

News Articles

-

Publications

- American Planning Association, **Planning**. March 2016
- American Planning Association, **Zoning Practice**. March 2016

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.

RIVERCREST CONDOMINIUMS, LLC

129 COLLEGE STREET
SOUTH HADLEY, MA 01075
(413)536-8891

March 24, 2016

Town of South Hadley
Office of the Planning Board
116 Main Street
South Hadley, MA 01075

Attn: Richard Harris, Planning Director

RE: Special Permit - Rivercrest Condominiums LLC

Dear Mr. Harris:

I write this letter of request on behalf of Rivercrest Condominiums LLC for the purpose of seeking an extension of the Special Permit all as more particularly referenced in paragraph #24 on pages 13 and 14 of the Planning Board Decision.

In support of this request I can represent that the "common infrastructure" has been installed (ie roadway installed except finish coat and sidewalks. All utilities, sewer, water, electrical, cable, telephone have been installed). Sidewalks and street lighting remain to be done. By the end of April 11 of the 29 units will be under construction. Currently, 4 units have been framed, sided, roofed and doors and windows installed and 9 units are under deposit. Marion Excavating who is doing the site work on the project has indicated estimate that as of this writing at least 80% of the infrastructure has been completed.

Based upon the above we are hereby requesting a 2 year extension of the Special Permit as referred to in paragraph #24.

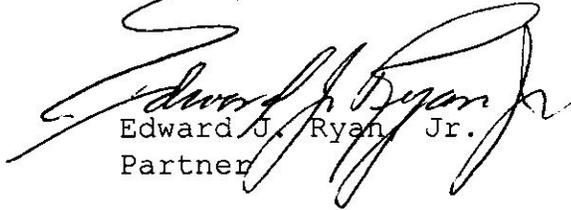
RIVERCREST CONDOMINIUMS, LLC

Page 2

March 24, 2016

Thank you in advance for your anticipated cooperation in this matter and if you need any further information please do not hesitate to contact me.

Very truly yours,



Edward J. Ryan, Jr.
Partner