

**EAST LONGMEADOW PLANNING BOARD**

Date: July 5, 2022  
Time: 6:00 PM EST  
Place: Zoom Webinar



**MINUTES**

Chair Russell Denver opened the meeting at 6:00 PM.

**CALL THE ROLL**

Present            Russell Denver, Chair  
                         George Kingston, Vice Chair  
                         Jonathan Torcia, Clerk  
                         Pete Punderson  
                         Cassandra Cerasuolo  
Staff Present     Bailey Mitchell, Director of Planning & Community Development  
                         Mary McNally, Town Manager

- Election of Officers

**George Kingston nominated Jonathan Torcia for Chair, Cassandra Cerasuolo for Vice Chair, and Pete Punderson for Clerk. Russell Denver seconded the nomination.**

Pete Punderson declined the nomination as Clerk.

**Pete Punderson nominated Russell Denver as Clerk. Nominations approved by roll call vote five (5)-zero (0).**

**APPROVAL OF MINUTES**

- June 21, 2022

**Motion to approve made by Clerk Russell Denver; second by Board member George Kingston and approved by roll call vote five (5)-zero (0).**

- June 28, 2022

**Motion to approve made by Clerk Russell Denver; second by Board member Pete Punderson and approved by roll call vote five (5)-zero (0).**

Clerk Russell Denver stated that the meeting minutes were an accurate representation of the meeting; Chair Jon Torcia and Board member Pete Punderson concurred.

**SITE PLAN REVIEW WAIVERS**

1. **Case SPRW 2022-19:** Request for a Site Plan Review Waiver for Rockstar Brow Lounge LLC, a salon at 69 Maple Street (GIS 65) (Assessor's Parcel ID 27-14-33) in an existing structure located in the Industrial zoning district. Applicant: Denise Pelletier, 43 Glenn Drive, Wilbraham, MA 01095

Applicant Denise Pelletier and Vinnie Pelletier were present for discussion. Ms. Pelletier stated she is proposing to open a permanent makeup salon. Ms. Pelletier stated services are provided by her, 1-on-1 by appointment only with hours of operation being 4 days a week from 10:00am-7:00pm. Chair Jon Torcia asked if the applicant has contacted the Board of Health for approval. Ms. Pelletier stated the Board of Health has already scheduled an inspection. Board member George Kingston confirmed there are other businesses with the same services located in town.

**Motion to approve made by Board member George Kingston; second by Clerk Russell Denver and approved by roll call vote five (5)-zero (0).**

Board member George Kingston reminded the applicant that approval is needed from the Board of Health. Ms. Pelletier stated she has provided the Board of Health with her licensure and is awaiting approval.

### **OTHER BUSINESS**

1. Discussion of 14-16 Maple Street

Josh Kline of Stonefield Engineering Design was present for discussion. Planning Director Bailey Mitchell provided a summary of a discussion between Mr. Mitchell and Mr. Kline wherein Mr. Mitchell notified Mr. Kline of the Town's plan to adopt a mixed-use overlay zoning district that would include the property of Mr. Kline's proposed project, 14-16 Maple Street. Mr. Kline provided the Board with concept designs and preliminary proposal ideas. The Board discussed their desire to see landscaping improvements and traffic movement limitations from the parking lot when Mr. Kline brings formal application for Site Plan Review.

2. Discussion of Downtown Mixed Use Overlay Zoning District

Planning Director Bailey Mitchell informed the Board that there will be a stakeholder survey available on the Town website by the end of the week and there will be a more in-depth presentation and Board discussion on the proposed district at the next Planning Board meeting.

3. Director's Report

Planning Director Bailey Mitchell reminded the Board that meetings are moving to in-person in the COA Media Room starting July 19<sup>th</sup>.

The Department of Planning & Community Development will have a booth at National Night Out on Tuesday, August 2<sup>nd</sup> to provide information on community development programs. The Board will tentatively cancel their meeting on August 2<sup>nd</sup>, unless a pressing matter arises.

### **ADJOURN**

**Motion to adjourn made by Board member Pete Punderson; second by Board member George Kingston and approved by roll call vote five (5)-zero (0) at 6:40 PM.**