

EAST LONGMEADOW PLANNING BOARD

Date: July 18, 2023
Time: 6:00 PM EST
Place: Pleasant View Senior Center
328 North Main Street, East Longmeadow, MA 01028
And via zoom webinar



MINUTES

1. CALL THE MEETING TO ORDER

Vice Chair Cassandra Cerasuolo opened the meeting at 6:00 PM.

2. CALL THE ROLL

Present	Cassandra Cerasuolo, Vice Chair Russell Denver, Clerk Pete Punderson Robert Tirrell
Absent	William Fonseca
Staff Present	Bailey Mitchell, Planning & Community Development Director Nina Fazio, Planning & Community Development Administrative Assistant

The Board welcomed new member Robert Tirrell.

Motion to take the agenda out of order and move Item 3: New Business to the end of the meeting made by Board member Pete Punderson; second by Clerk Russell Denver. The motion carried by vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.

3. APPROVAL OF MINUTES

A. June 20, 2023

Motion to table approval of the June 20, 2023 meeting minutes made by Clerk Russell Denver; second by Board member Pete Punderson. The motion carried by vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.

4. SITE PLAN REVIEW WAIVERS

A. Case SPRW-2023-23: Request for Site Plan Review Waiver for Ward Renovations, a home office at 14 Lee Street (Assessor's Parcel ID 53-52-60) located in the Residence A zoning district. Applicant: Logan Ward, 14 Lee Street, East Longmeadow, MA 01028

Applicant Logan Ward was present for discussion. Mr. Ward provided information on his home office for a home renovation business. Mr. Ward confirmed all work was conducted off site, there is no commercial vehicle, and no storage of equipment at the residence.

Motion to approve made by Clerk Russell Denver; second by Board member Pete Punderson. The motion carried by vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.

B. Case SPRW-2023-24: Request for Site Plan Review Waiver for the construction of a welding shop

at 45 Deer Park Drive (Assessor's Parcel ID 21-10-3A) located in the Industrial Garden Park zoning district. Applicant: Rachel Dodge, GMH Fence Co., PO Box 551, East Longmeadow, MA 01028

The applicant was not present for discussion.

Motion to continue this item to the next meeting of the Planning Board made by Clerk Russell Denver; second by Board member Pete Punderson. The motion carried by vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.

Clerk Russell Denver asked for the Department of Planning & Community Development to research the original approved site plan for this location and provide a copy to the Board.

5. PUBLIC HEARINGS

- A. Case SP-2023-05:** Request for Special Permit for Champs Fighting & Fitness, a fitness studio at 165 Shaker Road (Assessor's Parcel ID 18-13-C) located in an existing structure in the Industrial zoning district. Applicant: Theresa Allen, 45 Kane Street, Springfield, MA 01119

Vice Chair Cassandra Cerasuolo recused herself from this item. Clerk Russell Denver acted as Chair.

Applicant Theresa Allen was present for discussion. Ms. Allen presented provided details on her proposed fitness studio that will provide classes such as boxing, kick-boxing, yoga, and Pilates, some personal training sessions, as well as a youth wrestling club to be run by her sons. Clerk Russell Denver questioned the hours of operation and amount of parking available. Ms. Allen stated her hours of operation will vary based on the class being offered, but will typically remain around 8:00AM-7:00PM based on the day of the week. Ms. Allen stated the hours of operation differ from the other tenant within the subject property, so there should be ample parking for both tenants. Board member Robert Tirrell noted the gravel portion of the parking lot; Ms. Allen confirmed overflow vehicles often park there.

Board member Robert Tirrell referenced comments from the Health Director questioning if drinks or food would be sold on site. Ms. Allen stated she has no intentions of selling food or beverages.

Clerk Russell Denver opened the hearing to public comment. There were no comments or questions from the public at this time.

Motion to close the public hearing made by Board member Pete Punderson; second by Board member Robert Tirrell. The motion carried by vote three (3) in the affirmative, zero (0) opposed, and zero (0) abstentions.

There were no further comments or questions from the Board at this time.

Motion to approve made by Board member Pete Punderson; second by Board member Robert Tirrell. The motion carried by vote three (3) in the affirmative, zero (0) opposed, and zero (0) abstentions.

6. ANNOUNCEMENTS

A. Director's Report

- i. Board Member Training

Planning Director Bailey Mitchell stated a "Quick Links Guide" was shared with the full Board. A more in

depth training presentation will be provided when a full Board is present.

ii. Zoning Bylaw Amendments Discussion

Planning Director Bailey Mitchell provided three (3) bylaw amendment drafts and stated they have already been referred to the Board by the Town Council. The public hearing for these amendments will be tentatively scheduled for the August 15, 2023 Planning Board meeting.

7. NEW BUSINESS

A. Election of Officers

Nomination for Russell Denver to be named Chair made by Pete Punderson; second by Cassandra Cerasuolo. The nomination carried by roll call vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.

Nomination for Cassandra Cerasuolo to be named Vice Chair made by Russell Denver; second by Pete Punderson. The nomination carried by roll call vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.

Nomination for Robert Tirrell to be named Clerk made by Pete Punderson; second by Russell Denver. The nomination carried by roll call vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.

B. Designation of Community Preservation Committee (CPC) Representative

Nomination for William Fonseca to be named Community Preservation Committee representative made by Russell Denver; second by Pete Punderson. The nomination carried by roll call vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.

Nomination for Pete Punderson to be named Pioneer Valley Planning Commission representative made by Russell Denver; second by Cassandra Cerasuolo. The nomination carried by roll call vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.

The August 1, 2023 Planning Board meeting is canceled for National Night Out.

8. ADJOURNMENT

Motion to adjourn at 6:16 PM made by Clerk Russell Denver; second by Board member Robert Tirrell. The motion carried by vote four (4) in the affirmative, zero (0) opposed, and zero (0) abstentions.