



# *Town of Southwick*

## **Planning Board**

### **MINUTES**



**Tuesday, January 3, 2023**  
**7:00 PM (recorded)**  
**Town Hall Land Use Hearing Room**

#### **Written Minutes**

*(Not verbatim - comments can be heard on recordings available at [www.southwickma.org](http://www.southwickma.org))*

**MEMBERS IN ATTENDANCE:** Michael Doherty, Chair  
Marcus Phelps, Vice Chair  
Richard Utzinger  
David Sutton  
David Spina  
Jessica Thornton, Associate

#### **ABSENT:**

**TOWN STAFF:** Jon Goddard, Town Planner  
Meghan Lightcap, Secretary

Also attending the meeting were approximately 4 members of the public and several people via *Zoom*.

The “hybrid” meeting of the Planning Board was scheduled for participation in-person and via *Zoom* to take place at the Town Hall Land Use Hearing Room and was called to order at 7:00 p.m. by Mr. Doherty. He stated that the meeting was being recorded and asked if anyone else was recording the meeting.

#### **TOWN PLANNER’S REPORT:** 7:00 p.m.

1. Mr. Goddard provided follow-up information regarding the inquiry from Mr. William Smith, the owner of property at 79 Mort Vining Road, and its location along a pre-existing common driveway. Mr. Goddard will continue to coordinate with the Town Administrator to see if there is any appetite to expend further resources with Town Counsel regarding permissible access along this common drive.
2. Mr. Goddard provided follow-up information to Thomas McLaughlin, a Westfield farmer who wishes to construct a farm labor camp at existing agricultural land on North Longyard Road. Mr. Goddard indicated that the agricultural use would need to continue

and that the application would have to follow site plan review procedures, noting that the use would not be classified as “multi-family” under the Wellhead Protection District bylaws and would therefore not be prohibited.

**PUBLIC COMMENTS: 7:05 p.m.**

No public comments were presented at this meeting.

**APPOINTMENTS:**

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7:10 p.m.      159 Berkshire Avenue (Residential 20 Zone) – Stormwater Management Permit  
*Continued Public Hearing*

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Town Planner, Jon Goddard said that the applicant’s representative, Derek Hale, provided supplemental information in response to a comment letter he sent him. He said there is more work to be done before plans can be submitted so the applicant has requested a continuance. The applicant representative Derek Hale was present for the hearing and agreed with what Mr. Goddard said.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Sutton to continue the public hearing for 159 Berkshire Avenue to January 17, 2023 at 7:10 p.m.

The motion passed unanimously.

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7:20 p.m.      Mort Vining Road (Assessors Map 165, Parcel 1.1) – Preliminary Subdivision  
Application (Residential 40 Zone) *Public Hearing*

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Planning Board Chairman, Michael Doherty read the Notice of Public Hearing into record. Steve Salvini and Terry Reynolds attended the meeting as representatives to the applicants Oak Ridge Custom Builders, Inc. Mr. Salvini said that they are proposing to develop a 76 acre subdivision with 28 lots. There will be a road leading to a cul-de-sac with 3 catch basins and they are asking for a sidewalk waiver. They do cross a wetland and have gained approval through the Conservation Commission. He said they are applying for a traditional subdivision as they don’t want to cluster houses together. Doug Moglin of 5 Hidden Place said to Mr. Doherty that it is the purview of the Planning Board to make the decision as to whether it is a Flexible Residential Development or a Conventional type based on the submission of both plans under chapter 315.185.3.c.2. Mr. Salvini said that it is defined that way under the Flexible Residential Subdivision Bylaw but it is not referenced in Chapter 315 Subdivision Regulations. He said that is why he didn’t go with a flexible to begin with. Mr. Doherty explained the reasons why they typically have these two types presented to the Planning Board. Mr. Salvini said they can present a Flexible Residential Development to the Planning Board but he feels that a traditional subdivision is better suited for this property.

Richard Stefanowicz, the Town Fire Chief, asked if they would be adding a cistern at this development and Mr. Reynolds said not currently at this point in the process. Mr. Doherty read the comments from the DPW Director into the record.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Utzinger to continue the public hearing for Mort Vining Road to January 17, 2023 at 7:20 p.m.

The motion passed unanimously.

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7:30 p.m.      8 Concord Road (Residential 20 Zone) – Estate Lot Special Permit  
*Public Hearing*

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Mr. Doherty read the Notice of Public Hearing into record. Rebecca Li from R. Levesque Associates, Inc. attended the meeting as a representative for the property owners. Ms. Li described the plans to create an estate lot, she said they received confirmation from the Department of Public Works and they have no comments. Mr. Doherty said they would vote on the decision at the next hearing.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Utzinger to close the public hearing for 8 Concord Road.

The motion passed unanimously.

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Sign Permit Reviews

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- 101 Point Grove Road: Mr. Goddard explained that they are re-facing the façade and signage from Wok on Water to Prime Steakhouse.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Sutton to make a positive recommendation of the proposed sign.

The motion passed unanimously.

- 515 A College Highway: Mr. Goddard said that Napa Auto Parts wants to reface their signs.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Utzinger to make a positive recommendation of the proposed signs.

The motion passed unanimously.

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Discussion

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- Master Plan Advisory Committee Members: Mr. Phelps said the committee voted to replace a member, David Massai, that has missed several meetings. They want to replace him with resident Cori Rolland

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to remove David Massai as a residential representative of the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Cori Rolland as a resident member of the Master Plan Advisory Committee.

The motion passed unanimously.

- Depot Square: Stormwater Bond Reduction Request: Mr. Phelps recused himself. Mr. Goddard said they are working to advance the remaining work. He did receive correspondence from Jeffrey Gurney at Atrium Properties and passed that to the Board.

Resident Richard Youmans attended the meeting in person; he is a member of the Homeowners Association for this development and spoke about the problems with drainage at the property and the issues that need to be addressed. Resident Michael Parent of 2 Junction Station Road said that there are certain areas in the development where water will sit for weeks as opposed to draining within 72 hours and he said there are several more water issues. Mr. Doherty said he wanted to get input back from the DPW Director so they will continue this to the next meeting.

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#### Routine Business

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- 1 Hudson Drive –Written Decision:

A MOTION was made by Mr. Phelps and SECONDED by Mr. Utzinger to grant a Modification of the Special Permit and Site Plan Approval subject to the terms and conditions contained in the written decision .

The motion passed unanimously.

A MOTION was made by Mr. Phelps and SECONDED by Mr. Utzinger to grant a modification to a Wellhead Protection District Special Permit subject to the terms and conditions contained in the written decision.

The motion passed unanimously.

A MOTION was made by Mr. Phelps and SECONDED by Mr. Utzinger to grant a Stormwater Management Permit subject to the terms and conditions contained within this written decision.

The motion passed unanimously.

A MOTION was made by Mr. Phelps and SECONDED by Mr. Utzinger to accept this written decision as written.

The motion passed unanimously.

- Southwick DPW - Parking Lot Design Guidelines and LID Barriers (NPDES MS4 Permit Component): Continued to the next meeting.
- Master Plan Advisory Committee Update: Mr. Phelps said they will be meeting this upcoming Thursday, January 5<sup>th</sup> and before that meeting there's going to be a focus group meeting on the infrastructure transportation and public facilities in the afternoon. Pioneer Valley Planning Commission is going to hold a listening session in the Senior Center as well, to gain feedback from the seniors in town and what they are looking for.
- Minutes Approval: December 13, 2022

A MOTION was made by Mr. Phelps and SECONDED by Mr. Utzinger to approve the Meeting Minutes of December 13, 2022.

The motion passed unanimously.

Being no further business to be brought before the board, a **MOTION** was made by Mr. Sutton and **SECONDED** by Mr. Spina to close the meeting at 8:57 p.m.

The motion passed unanimously.

*The Next Scheduled Meeting is January 17th, 2023.*

Respectfully submitted,

Meghan Lightcap  
Secretary Planning Board

*Electronic signatures have been affixed in accordance with M.G.L. c.110G and pursuant to the Board's electronic signature authorization vote of January 4, 2022 as recorded at the Hampden County Registry of Deeds in Book 24401, Page 596.*

Michael Doherty, Chair	<del>/s/ Michael Doherty</del>
Marcus Phelps, Vice Chair	<del>/s/ Marcus Phelps</del>
Richard Utzinger	<del>/s/ Richard Utzinger</del>
David Sutton	<del>/s/ David Sutton</del>
David Spina	<del>/s/ David Spina</del>
Jessica Thornton, Associate	<del>/s/ Jessica Thornton</del>