



Town of Southwick

Planning Board

MINUTES



Tuesday, May 2, 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)

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

ABSENT: *None*

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* 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 the Board with an update regarding zoning enforcement action that had gone to court for violations at 101 Point Grove Road. Mr. Goddard reported that the citations were dropped, in part, due to procedural inadequacies.
2. Mr. Goddard noted that the Select Board’s acknowledgement of Mr. Phelps’ changing role with the Master Plan Advisory Committee was not taken up on at their May 1, 2023 meeting. He will coordinate so that it is discussed at their May 22nd meeting.

PUBLIC COMMENTS: 7:05 p.m.

APPOINTMENTS:

7:10 p.m. 686 College Highway (Industrial Restricted Zone): Definitive Non-Residential
Subdivision and Stormwater Management Permit *Continued Public Hearing*

Matthew Donohue, an Attorney for Indus Properties, LLC, attended the meeting on behalf of the applicant. He said he watched the previous Planning Board meeting to better understand what the members wanted from the applicant. He is going to revise the plans and is submitted a letter requesting an extension to the Planning Board deadline for action on the application.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Utzinger to continue the public hearing for 686 College Highway to June 27, 2023, at 7:10 p.m.

The motion passed unanimously.

7:30 p.m. 159 Berkshire Avenue (Residential 20 Zone) – Stormwater Management Permit
Continued Public Hearing

Derek Hale attended the meeting and said he submitted some updated plan sheets to Mr. Goddard. He discussed the further work he needs to complete and requested a longer continuance.

A **MOTION** was made by Mr. Utzinger and **SECONDED** by Mr. Spina to continue the public hearing for 159 Berkshire Avenue to May 23, 2023, at 7:30 p.m.

The motion passed unanimously.

Discussions

- 141 Congamond Road Minor Plan Amendment Discussion (parking; configuration of docks and transient/leased boat slips)- Ken Eggelston explained that he had previously requested that the Planning Board shorten up 4 parking lot spaces to allow for better use in a compact space. The Town Building Inspector was recently out on his property and suggested he add bollards to the area instead of shortening them, so he came to the Planning Board asking permission to do so. The Board discussed some changes to his idea that they felt may be a better fit, and Mr. Eggelston agreed.
- Town Counsel Revision to Proposed Short-Term Rental Bylaw- Mr. Doherty discussed the revisions with the Board Members and made the necessary changes.

Review of Plans Not Requiring Approval under Subdivision Control Law

- 95 Sheep Pasture Road (Map 135, Parcel 90; R-40 & AC Zones)

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Utzinger to endorse the Approval Not Required for 95 Sheep Pasture Road.

The motion passed unanimously.

Routine Business

- Master Plan Advisory Committee Update: Mr. Phelps said the Planning Board would attend the next meeting so that members of the Pioneer Valley Planning Commission can brief them on the status of the master plan. Mr. Phelps sent invitation letters to Representatives Nick Boldyga and Paul Mark. They will also host a “Did we hear you workshop” for the public.
- Minutes Approval: April 11, 2023

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Utzinger to approve the meeting minutes of April 11, 2023.

The motion passed unanimously.

Being no further business to be brought before the board, a **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Utzinger to close the meeting at 8:28 p.m.

The motion passed unanimously.

The Next Scheduled Meeting is May 23, 2023.

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	/s/ Michael Doherty
David Spina, Vice Chair	/s/ David Spina
Richard Utzinger	/s/ Richard Utzinger
David Sutton	/s/ David Sutton
Jessica Thornton	/s/ Jessica Thornton