



Town of Southwick

Planning Board

MINUTES



Tuesday, June 27, 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
David Spina, Vice Chair
Richard Utzinger
David Sutton
Jessica Thornton

ABSENT: *None*

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

Also attending the meeting were approximately 30 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 received a letter forwarded from the Select Board that came from the homeowners at the Noble Steed Crossing Subdivision. The homeowners are concerned about the pace of progress on the remaining work to be finished. They want to know if the town can apply pressure on the developer to get him to finish up. Mr. Goddard said there is still a performance bond in place for the remaining elements of infrastructure with the Subdivision. He will review the Special Permit and circle back with the Board once they have had the opportunity to read the homeowner letter, which he forwarded to them.
2. Mr. Goddard met with Ken Comia of the Pioneer Valley Planning Commission to address the contract extension that was just signed and discuss invoicing for the Master Plan

effort. They also talked about the second phase of the Master Plan and implementation funding that may be available as well as strategies.

3. Mr. Goddard had a conversation about Sodom Mountain Campground where the owner is contemplating expanding the facility. There will be need to be a department round table discussion set up
4. Mr. Goddard spoke with Town Counsel about the mixed-use commercial and residential property at Country Auto Sales. The residential use has lapsed and Mr. Goddard engaged Town Counsel who had concern about specific language about residential use within the BR zone as it relates to what type of residence is allowed in this mixed use district. There is also an obstacle with a common use driveway shared with the Wilderness Experience Unlimited business next door.
5. Mr. Goddard spoke with Emma Riley from Mission Clean Energy about a battery energy storage system facility contemplated for 120 College Highway. Mr. Goddard told her the use would be prohibited in that district.

PUBLIC COMMENTS: 7:05 p.m.

No comments were submitted.

APPOINTMENTS:

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

Mr. Doherty read a letter submitted by the applicant's representative Matt Donahue that stated that they are requesting to formally remove the application for subdivision protocol without prejudice. The property in question has been sold and the applicant no longer wishes to proceed with the subdivision at this time.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger to accept the withdrawal of the application for a Definitive Non-Residential Subdivision and Stormwater Management Permit for 686 College Highway.

The motion passed unanimously.

7:15 p.m.	159 Berkshire Avenue (Residential 20 Zone) – Stormwater Management Permit
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Continued Public Hearing

Mr. Goddard stated that he had exchanged correspondence with Derrick Hale, the representative to the applicant, that afternoon and read an email from him stating he would like to request a continuance of the hearing.

Mr. Hale attended the meeting via Zoom and stated that he sent revised drawings to Mr. Goddard for his review.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger to continue the public hearing for 159 Berkshire Avenue to July 25, 2023, at 7:10 p.m.

The motion passed unanimously.

7:30 p.m. 662 A College Highway (Industrial Restricted Zone) – Special Permit, Site Plan Approval and Stormwater Management Permit

Public Hearing

Mr. Doherty read an email from Engineer Chris Chamberland submitted to the Planning Board requesting a continuance for the hearing. They are still addressing concerns raised by the Conservation Commission that may have a significant impact on the proposed design.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger to continue the public hearing for 662 A College Highway to July 25, 2023, at 7:15 p.m.

The motion passed unanimously.

7:40 p.m. 220 College Highway (Map 140, Parcel 4- Residential 40 Zone) – Site Plan Review for Proposed Building Construction at Our Community Food Pantry

Joe Deedy read a letter on behalf of the Southwick Civic Fund. The letter said that they want to expand their Community Food Pantry Operation by adding an 1800 square foot addition to the rear of the existing Fellowship Hall. Community Food Pantry will relocate from their existing location to this new one. They have assisted more than 250 families in the area and their needs are increasing on a quarterly basis. The Civic Fund has received \$150,000 from the Commonwealth of Massachusetts to fund this addition and many companies have offered their services to help complete this project.

Mr. Utzinger asked why there was a note attached to the plan regarding 41 North Summer Street and Mr. Deedy said it has something to do with Hampden County Registry of Deeds. He said currently the property is 3 parcels and the Civic Fund bought 2 of them. He is waiting for sign off from Town Counsel and other attorneys regarding the third parcel. Mr. Deedy said there is a technical error on the Deed that is being corrected currently.

Resident Fred Gore of 40 Birchwood Road stated that he has been doing stories for the Springfield Republican and Westfield Evening News for years about the Food Pantry in town. Having been in the facilities many times he said they desperately need an expansion as they have a shortage of room to move and work in.

Sally Munson the Director of Our Community Food Pantry said they are a non-profit 501.c3 organization. They supply groceries to people in need who live in 3 towns; Southwick, Tolland and Granville and have been in the current location for 13 years. In 2022 they have had a 36.48%

increase in households visiting the pantry. They have outgrown their space as they are serving over 100 families per week, providing food to over 800 people per month.

Resident Richard Fiore helped to put on a food drive every year with his company Comark and said they need a new building as the current one is a nightmare to navigate.

David Sutton said he runs the Agawam Food Pantry out of a 3,100 square foot building and he does not know how Ms. Munson manages with the small space they currently have.

Bernie Kvarnstrom of 215 Vining Hill Road said working at the current facility is actually dangerous. It is difficult going up and down the stairs to the cellar and navigating tight turns.

Mr. Doherty stated that on the condition that the technical error on the deed gets corrected and reported back to the Town Planner, he will allow a motion to be made.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger finding that the site plan is in conformity with the zoning bylaws and is recommended by the Planning Board for 220 College Highway.

The motion passed unanimously.

Discussions

- 141 Congamond Road: Request for temporary reconfiguration of leased and transient boat slips. - Owner Ken Eggleston would like to transfer 4-6 permanent rental boats to the transient docks as there is not a lot of water at the first four slips on the permanent dock for the boats to float properly. Mr. Doherty said the idea of where temporary and rental slips went was a significant issue in the hearing for the special permit. Mr. Eggleston would have to apply to modify the special permit in order to allow this.
- Two-Family Dwelling Requirements under 185-12: Residence Zone R-40, requested by R. Levesque associates, Inc. – Lou Berrelli of 24 Nicholson Hill Road said he is building a two-family home and he would like to add two septic tanks with one leach field. Mr. Goddard said that in the R-40 district bylaw separate water and sewage systems are required. Mr. Berrelli said he wants to do this so he does not have to put in a pump system as he will be gone six months out of the year so having a single field guarantees someone will be using the leach field. Mr. Doherty would like to run this by Town Counsel to get justification that it is allowable and will communicate that back to Mr. Berrelli once that happens.

Sign Application Review

- 529 College Highway

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger to make a positive recommendation for the sign application for 529 College Highway.

The motion passed unanimously.

Review of Plans Not Requiring Approval under Subdivision Control Law

- 134 & 136 South Longyard Road

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger to endorse the Approval Not Required plan for 134 & 136 South Longyard Road.

The motion passed unanimously.

- 90 Point Grove Road & 7 Lakeview Street

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger to endorse the Approval Not Required plan for 90 Point Grove Road and 7 Lakeview Street.

The motion passed unanimously.

- 8 Concord Road

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger to endorse the Approval Not Required plan for 8 Concord Road.

The motion passed unanimously.

Routine Business

- Master Plan Advisory Committee Update: Mr. Spina said the working group session they held at the last meeting went very well and they will hold another on July 6. They also hosted another “Did we hear you?” session at the Brass Rail last Saturday.

Mr. Goddard said he discussed the Housing Production Plan with Mr. Comia and it is a work in progress which they have extended out to the end of September. He said the entity that will receive that document is the Planning Board. Mr. Doherty said he would like that to go through the Master Plan Advisory Committee first then the Planning Board. He would like to keep it on the agenda for future discussions.

- Minutes Approval: May 23, 2023

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger to approve the meeting minutes of May 23, 2023.

The motion passed unanimously.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Utzinger to approve the meeting minutes of June 6, 2023.

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. Utzinger to close the meeting at 8:29 p.m.

The motion passed unanimously.

The Next Scheduled Meeting is July 25, 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	<u>/s/ Michael Doherty</u>
David Spina, Vice Chair	<u>/s/ David Spina</u>
Richard Utzinger	<u>/s/ Richard Utzinger</u>
David Sutton	<u>/s/ David Sutton</u>
Jessica Thornton	<u>/s/ Jessica Thornton</u>