

**TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
January 24, 2019**

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PLANNING BOARD MEMBERS

Joseph Queiroga – Chairman (Present)
Raymond Phoenix – Vice Chairman (Present)
Christopher Coelho (Present)
Kathleen Houle (Present)
Rafael Quiterio (Present)

The meeting began at 7:00 p.m. in the Selectmen's Conference Room.

**RESCHEDULED PUBLIC HEARING – SITE PLAN – Town of Ludlow –
766 Chapin Street (Assessors' Map 11C, Parcel 49-2)
(construction of a new elementary school)**

SEE ATTACHED MINUTES

**ANR – Estate of Anthony Grabowski (c/o Michael Chernick Esq.) – 0 Lyon Street
(Assessors' Map 20, Parcel 2)(Create new Lot 4 and Parcel "D")**

Atty. Silverman was present for the appointment.

Atty. Silverman explained that the lot is from an estate, and they are creating Lot 4, with the remaining parcel of land to be known as Parcel "D".

Mr. Coelho read the ANR checklist:

1. *Property owner's name, date of plan, and scale of plan.*
2. *A space for endorsement by the Planning Board.*
3. *The names of all abutters.*
4. *The lines of existing streets, ways, property lines, and easements. Indicate whether streets and ways are public or private.*
5. *The approximate distance from the property to the nearest street intersection, town line, or other definable physical feature.*
6. *Sufficient data to determine the location and length of every property boundary line in the new parcel and to establish these lines on the ground. Indicate the area of the new parcel.*
7. *The location of all property corner monuments and whether they were found or set.*

8. *The location, frontage, and area of the land remaining in the original parcel after establishing the new parcel.*
9. *The north arrow for bearing system used on the plan and whether it is true, magnetic, or assumed north.*
10. *The location of all existing buildings and the distance from the existing buildings to the new property lines.*
11. *If a building lot is intended, the frontage requirement at the setback line must be shown.*

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SUBMISSION: Two (2) Mylar's plus four (4) sets of prints (dark line on white background) shall be submitted to the Board for endorsement.

Mr. Coelho: So, that all being said, I will **MOVE** to endorse the ANR for the Estate of Anthony Grabowski at 0 Lyon Street, Assessors' Map 20, Parcel 2 to create a new Lot 4 and Parcel "D".

SECOND Mr. Phoenix.

5-0 in Favor.

Roll call vote: Mr. Quiterio – yes; Mr. Phoenix – yes; Mr. Coelho - yes; Ms. Houle – yes; Mr. Queiroga – yes.

Documents included: Master application; Plan of Land in Ludlow, Massachusetts – Surveyed and mapped for The Estate of Anthony Grabowski (December 3, 2018 – Updated 1-21-2019)

**ANR – LFP Holdings, Inc. (Legacy Fire Protection, Inc.) – 533 & 0 Center Street (Assessors' Map 16A, Parcels 45, 46)
(lot reconfiguration to provide minimum of 50' of frontage on both parcels of land)**

Don Frydryk – Sherman & Frydryk, Joe Brosseau - President, Peter Miccoli – Vice President were present for the appointment.

Mr. Frydryk explained that there are 2 existing parcels of land, and that the ANR was submitted to change the lot line at the front of the property so that both parcels have minimum frontage. He noted that the back parcel was nonconforming, and that rather than seeking a variance for the upcoming site plan, they made it conforming with the ANR submittal.

Mr. Phoenix read the ANR checklist:

1. *Property owner's name, date of plan, and scale of plan.*
2. *A space for endorsement by the Planning Board.*
3. *The names of all abutters.*
4. *The lines of existing streets, ways, property lines, and easements. Indicate whether streets and ways are public or private.*
5. *The approximate distance from the property to the nearest street*

intersection, town line, or other definable physical feature.

6. Sufficient data to determine the location and length of every property boundary line in the new parcel and to establish these lines on the ground. Indicate the area of the new parcel.
7. The location of all property corner monuments and whether they were found or set.
8. The location, frontage, and area of the land remaining in the original parcel after establishing the new parcel.
9. The north arrow for bearing system used on the plan and whether it is true, magnetic, or assumed north.
10. The location of all existing buildings and the distance from the existing buildings to the new property lines.
11. If a building lot is intended, the frontage requirement at the setback line must be shown.

SUBMISSION: Two (2) Mylar's plus four (4) sets of prints (dark line on white background) shall be submitted to the Board for endorsement.

Mr. Phoenix: I'll MOVE to endorse the ANR in the standard form.

SECOND Mr. Coelho.

5-0 in Favor.

Roll call vote: Mr. Quiterio – yes; Mr. Phoenix – yes; Mr. Coelho - yes; Ms. Houle – yes; Mr. Queiroga – yes.

Documents included: Master application; Plan of Land in Ludlow prepared for (owner) LFP Holdings, LLC (01/07/2019)

**PUBLIC HEARING – SITE PLAN – Legacy Fire Protection, Inc. –
533 & 0 Center Street (Assessors' Map 16A, Parcels 45, 46)
(to construct an office building and an addition to an existing building with parking areas
and stormwater management system)**

SEE ATTACHED MINUTES

Motion to approve Housing Production Plan

Mr. Coelho: I'd like to make a MOTION to approve the Housing Production Plan as submitted.

SECOND Mr. Phoenix.

5-0 in Favor.

Roll call vote: Mr. Quiterio – yes; Mr. Phoenix – yes; Mr. Coelho - yes; Ms. Houle – yes; Mr. Queiroga – yes.

Discussion – Don Frydryk – Moore Street ANR

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Don Frydryk was present for the appointment.

Mr. Frydryk asked the Board what needs to be done in order to get the ANR plan approved for Ralph Barry, 697 Moore Street, which was withdrawn at the 12/13/18 meeting. Mr. Stefancik explained that the owner was carving out Lot 9, but the issue came up that the remainder of the lot wasn't surveyed, and that the frontage wasn't shown at the other end of the property. He mentioned that with the Westmass project, and the Farr property on West Street, the entire property wasn't surveyed on those ANR's that were approved. Mr. Stefancik also mentioned that on the ANR checklist, it notes that on the remainder of the land that's shown, they need to show the frontage and the square footage. Mr. Phoenix asked Mr. Stefancik to define remainder, and that an argument could be made that either parcel could be the remainder.

Mr. Phoenix said that the way that we're interpreting things and the way that we're putting regulations out there, we need to be creating a system in which it is clear to an applicant what they should be doing. He noted that perhaps the Planning Board needs to be looking at revising the Subdivision Rules and Regulations pertaining to situations like this, and make it more clear in the future, so that maybe there's a cutoff so if one of the lots is, for example, three times the size of the other lot, that that one by default becomes the other (remaining) land.

The Board agreed that the ANR for 697 Moore Street can be resubmitted, the Board will waive the fee and those two sections of the ANR checklist, and that the Board will move forward with revising the Subdivision Rules and Regulations.

Mr. Phoenix: So, to that end, I'd like to ask to have some time put on the agenda, let's say a month from now, so people have a chance to mull things over in their head, to come back and look at how we might be able to frame that in the regulation.

SECOND Mr. Coelho.

5-0 in Favor.

Town Report

Mr. Phoenix **MOVED** to approve the section of the Town Report, as presented and put together for us, and send that to the Board of Selectmen for inclusion in the Annual Town Report.

SECOND Mr. Coelho.

5-0 in Favor.

File Mail Item #01 - Articles for the May 13, 2019 Annual Town Meeting Warrant and the Annual Town Report from Ellie Villano, Town Administrator

Planning Board Meeting of February 14, 2019

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Mr. Stefancik said that there is a special permit application coming in and would like to know if all board members can attend the meeting of February 14, 2019. Mr. Queiroga, Ms. Houle, Mr. Coelho, and Mr. Quiterio said that they should be able to attend the meeting.

File Mail Item #02 - Pioneer Valley Calendar, Major Accomplishments, and Top 10 Resolves for 2019

Mail Item #03 - Legal Notice from Board of Selectmen re: Class II Motor Vehicle License for Barry Linton (A & B Classic Cars) – 409 West Street, Unit A

Mr. Stefancik commented that the Change of Occupancy for the used car sales business has been approved by the Planning Board, and that Mr. Linton is just taking the spaces from the former used car business that was located there.

Mr. Coelho **MOVED** to indicate that...

Mr. Phoenix: There's suitable room for the used car sales being presented by the applicant.

Mr. Coelho: ...as amended by Ray.
SECOND Ms. Houle.
5-0 in Favor.

Mail Item #04 - Legal Notice from Conservation Commission re: Notice of Intent Application of CPV Red Rock Solar LLC – 0 Lyon Street (Assessors' Map 20, Parcel 4C)(installation of a ground mounted solar photovoltaic system)

Mr. Stefancik said that this filing will be coming to the Planning Board at a future meeting.

File Mail Item #05 – Approval of the Housing Production Plan by the Board of Selectmen at the public hearing held on January 8, 2019

Consent Agenda:

The Board approved the Consent Agenda under unanimous consent.

- ◆ FILE Mail Item 06. - Legal Notices from surrounding communities
- ◆ APPROVE/SIGN Minutes of October 25, 2018 & November 8, 2018, & December 13, 2018
- ◆ APPROVE Change of Occupancies:
 - Bruce Libby (Turnpike Acres) – 1102 Center Street (pellet & propane sales)

- ◆ SIGN Special Permits:
 - Vanished Valley Brewery, Inc. – 782 Center Street (Microbrewery)

- ◆ APPROVE/SIGN Bills – Turley Publications (Housing Production Plan ads – 4 invoices)

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Mr. Phoenix **MOVED** to adjourn.
SECOND Mr. Coelho.
5-0 in Favor.

Meeting adjourned at 8:30 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

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(All related documents can be viewed at the Planning Board Office during regular business hours.)

**TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SITE PLAN
766 Chapin Street (Assessors' Map 11C, Parcel 49-2)
Town of Ludlow
(construction of a new elementary school)
January 24, 2019**

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PLANNING BOARD MEMBERS

Joseph Queiroga - Chairman (Present)
Raymond Phoenix - Vice Chairman (Present)
Christopher Coelho (Present)
Kathleen Houle (Present)
Rafael Quiterio (Present)

Hearing was rescheduled from November 8, 2018.

The public hearing began at 7:01 p.m. in the Selectmen's Conference Room.

In attendance: Chuck Samiotes – Samiotes Consultants Inc, Michelle Kayserman – Samiotes Consultants, Inc., Evan Warner – STV/DPM, Chris LeBlanc – Mount Vernon Group, Mike Kelliher – Ludlow School Committee, attendees

Mr. Queiroga read the legal notice and reviewed the application. The legal notice included the description of: construction of a new elementary school.

Mr. Queiroga: While I'm here, let me read some comments. I'm assuming you have copies of any of the new comments that came in?

Ms. Kayserman: No.

Mr. Queiroga: You do not? Ok, from our Planning Board, it was just two items. One was monumentation; show pins to be set corner of Fuller and Harris Brook.

Mr. Samiotes: That was set. It was inadvertently not oranged in.

Mr. Queiroga: You will correct that?

Mr. Samiotes: Yes.

Mr. Queiroga: And the other item was; make sure precautions are taken to keep light pollution from spilling off site. We don't have copies for them?

Mr. Stefancik: I can get copies.

Mr. Queiroga: Ok. The other one is from, oh let me finish them Doug, from the Ludlow Fire Department. *Mr. Queiroga read the comments from the Fire Department (dated January 23,*

2019) and the DPW (dated January 23, 2019). Ok, I've done enough talking for now, why don't you, I know you were last here in October, and who's going to be doing the speaking?

Mr. LeBlanc: Well, so, my name's Chris LeBlanc. I'm with Mount Vernon Group Architects. So, we're heading up the project. Evan Warner is the owner's project manager and Michelle and Chuck Samiotes are from Samiotes Civil Engineering. So, we've made a submission to the Board in October. The Board had some comments. We got to ask for a continuance and have updated some of the documents based on some of the missing criteria, ok. So from there, I'll turn it over to Michelle and Chuck from Samiotes to discuss their, the drainage system.

Ms. Kayserman: --- a little bit. So, this is the existing site, Google Maps as the school building is in the front with parking along Chapin and the playing fields in the back with a stream and wetlands here and across the street of Fuller here. So, previously, what we submitted was, this was the site plan with the entrances off of Fuller and Chapin Street, with the parking lot, the building, and the proposed administrative building in the front, and the soccer field in the front. The plans that you have in front of you now with modifications is fairly similar to what was just previously shown. The parking lots have been reoriented just a bit, to be parallel to the property lines, and for easier navigation there's been some changes with the site walls on the site, but it is essentially kind of the same layout with soccer field the same entrances, the school building, the administrative building. For utilities on the site, as previously submitted, most of the drainage from this parking lot and this parking lot, comes in, and a third of the building is routed into an infiltration system. Anything that is not infiltrated into the ground would overflow into a secondary infiltration system, with an additional third of the building routed directly here, and the administrative building into here with the lower portion of the site is being routed to a manhole that is connected to the existing drain line that will outlet to the stream. And a small portion of the parking lot will be outletting into the municipal drain-line, but that drain-line does outlet right here at the stream. In terms of for sewer, the sewer will come out of the building and be routed to Fuller Street --- and gas is also to Fuller Street. The water makes a loop around the site, and then for the administrative building, everything is being routed to Chapin Street.

Mr. Samiotes: And the differences that you see between this plan and the plan that you, we had previously submitted is just some engineering economy. We wanted to, you know, do some engineering at that point in time, and basically taking care of larger walls that we felt that we could adjust, but the building stayed in the exact same position, as did the soccer field, minor tweaking of the parking layout, but basically the impervious area that we had shown before is essentially the same as what we had the first time. So, in general concept, not even in general concept, in the way the site was developed is exactly the same as is it now, just trying to reduce to cost by getting rid of some walls.

Mr. Coelho: What was the intent of putting those walls in to begin with?

Mr. Samiotes: Oh, we had to make up grade.

Mr. LeBlanc: The grade differential. As you know from the front to the back's about a 20 foot slope difference. Through the development, as Chuck mentioned, softening the grades, making the site more manageable, mowing, etcetera, reducing cost with walls, things of that nature.

Mr. Coelho: So more like long term costs, not necessarily construction costs.

Mr. Leblanc: Exactly.

Ms. Kayserman: And the finished floor elevation, I believe, is consistent throughout the entire building...

Mr. LeBlanc: It is.

Ms. Kayserman: ...so there's not the stepping from one door to another. And if I could address some of the comments that engineering had with the 8 inch line, the, all our drain lines are 10 inch and 12 inch. The only 8 inch line is the one under the field, we can pump it up to a 10 inch, but it's just to wick away any water so the field doesn't stay soggy after a rain storm, but it's not receiving sediment the same way as a parking lot. Nobody's sanding the field like a parking lot, so we can increase the size of the line, but that was where the comment was being addressed to.

Mr. Samiotes: And as the elder statesman of the company, I tend to, we have been making pipes smaller, but I tend to agree with the Town, with the engineer.

Mr. Coelho: More drainage is always better than less, right?

Mr. Samiotes: Right, oh I...

Ms. Kayserman: Right.

Mr. Samiotes: Yeah, but we don't want to overflow stuff down stream either.

Mr. Queiroga: What was your, can you share some of the concerns with the traffic study, with the traffic that's going to be, come to the site?

Mr. Samiotes: I, that's a different consultant, so.

Mr. LeBlanc: Right. We can speak to that a little bit. So, we had initial traffic study done early last fall. We got numbers from the bussing company, which would then indicate how many people were picking up and dropping off kids. We did some additional research and found that the bussing company was giving us anticipated numbers, but they weren't the actual numbers; more students were being picked and dropped off by parents. And we did that, Evan did an onsite, you know, evaluation one day and kind of confirmed that. We sent the traffic consultant back out and indicated to him that the numbers weren't what we originally thought. So, they updated the study about mid-December. When I spoke to him last week, he pretty much indicated that the, I'm a resident, so I know the intersection. It's a tough intersection certain times of the day, but it's not really consistent. So, it has its problems with lag times and delays during certain times of the day. So, when I was discussing that we him, he indicated that that is, in fact, his observation based on traffic counts and today's standards, that it does have its problems. In the summer, it does indicate that adding the school, or any development, whether it be the Wayfinders in the future, or any other residential is going to add congestion to the intersection. And eventually, it's gonna have to be done. Just by nature of the growth population of the town and things that are going on around it. What he also indicated to me was the fact that in a no build situation if we don't do anything, that intersection's gonna continue to get worse. With the build situation, it's the same condition, but the cue times are a little bit longer and the delays to get through are a little bit longer. So, based on today's standards, the recommendation is a traffic signal with turning lanes. A signal itself is not gonna mitigate much. So, he's indicated that, you know, one possible option is we get the school open, see how the

traffic flows. He did indicate that by moving the Chapin Street entrance further down, and having more parking there, for the parents to actually pull in the site park and cue, versus now if you've been there that period of time, they're parking on the street. It's kind of a congested area with pickup and drop off. So, by bringing that one driveway further to the west of the intersection, is gonna help, and also, having the other driveways down Fuller Street will help. The one that's existing between the Cira property and those other two, is exit only for bussing during school, so that won't congest that part of the intersection that much. So, you know, he's indicated to me that, you know, yet, it's gonna need some mitigation down the road. Whenever the town decides to happen or whenever that's needed, it's up to the town.

Mr. Warner: We also have the ability to, again, assess that situation in the build condition and consider, you know, are we restricting traffic flow within the site, or encouraging, you know, let's say, more exits onto Fuller Street if we're finding that more folks that would normally head out Chapin Street, and then make that left onto Fuller Street, rather than bringing them back out to Chapin, right, if that parent drop off kind of comes in, comes around, and the current thought is back out to Chapin, that, kind of, busses only could also address the parent pick up or drop off scenario, again, to kind of mitigate that situation. The other thing to note is that we have always known that we'll need to coordinate and request some assistance from the police department when we're first opening to be able to direct some traffic and get folks used to the new conditions, what the flow is, and things like that to be able to make it as safe and kind of quickly, to navigate that quickly as possible as well.

Mr. Phoenix: 'Cause I think, as far as the busses go, the way that the elementary school bussing happens, all the busses are going to all the schools anyway, so it's not gonna increase busses that much I wouldn't think.

Mr. Kelliher: It won't change the number of busses. One thing we might have an option to do though is to take a look at how we're doing our bussing and we may look at some alternatives too because now you've got, you know, everybody going to the one building here, and we do something different and not have 19 busses going to both elementary schools. So, we're gonna have to take a look at that in the school department and see if we can get creative with a couple thoughts, and we'll kind of vent through those. But, anything we can do to get, 'cause right now the big problems is the ride times. After the reorganization, having to stop at all three schools, some of those kids are on the bus for an hour, and that's a big part of why parents are doing so much dropping off.

Mr. Phoenix: I can vouch for that. My daughter, she gets out at 3:00 and she gets home around 3:40, sometimes 4:00.

Mr. Kelliher: So, if we can do something to shorten up those bus routes, that would be our goal. And that may help to minimize the number of parents that feel they have to drop off and pick up, and get more kids on the bus 'cause, you know, at most there's 19 buses going through there now, maybe we get that number down a little bit, but 19 buses is easier to get through than, you know, 150 cars.

Mr. Phoenix: 'Cause that's what I was gonna say is, I mean, yes, there's gonna be additional vehicles there for the staff as well, but as far as the vehicle traffic, I think everybody would agree that the biggest bump that we'd see is the parent drop off.

Mr. LeBlanc: Absolutely correct.
Public Hearing – Town of Ludlow
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Mr. Phoenix: That's where I want to make sure we're keeping our eye as far as all that goes.

Mr. LeBlanc: Yup. The good thing, one of the things that the traffic engineer did point out is both times that the intersection's going to be congested, one of them's obviously in the morning when the kids are coming to school, but the other time in the afternoon doesn't really affect what would normally be the congested time around the 4:00 to 6:00 p.m. time. You know, it's more in the 2:00 to 4:00 area. So, the afternoons, there's less traffic going through there anyway. It's not as bad. The mornings would be the larger delays.

Mr. Queiroga: I think the reality of the situation is that once it's up and running I think at some point it, the DPW and the Town will have to look at how to make that intersection more friendly to the situation.

Mr. LeBlanc: Right.

Mr. Coelho: So, let me play trouble maker. I'm always good at that.

Mr. Phoenix: Better you than me.

Mr. Coelho: If this was St. Thomas Elementary School that's a private school, and wasn't part of the town, and they came to us with a traffic study saying we need a new light, what would we do as a board? I mean, we never really had a traffic study. You know, we've had some say there's gonna be some problems, but.

Mr. Phoenix: Well, ultimately, we can't compel an applicant to do work offsite to improve traffic, whether it's private, public or otherwise. What we can do is tell them that they need to mitigate the traffic to the best of their ability. We can tell them, you know, limitations on scope, things like that, but at the end of the day, if it is a private property owner, they have the right to develop their property in accordance with the law, as long as they meet site plan criteria, they have the right to do that build.

Mr. Coelho: I have a feeling all of the engineering work they've put into this, is probably pretty good proof they're mitigating the traffic as best as they can with the constraints that they have.

Mr. LeBlanc: Right, we did consult our traffic engineer when we did the layout to do exactly that, to make sure he was on board, that this is the best way to get people in and out of site as efficiently as possible without affecting the intersection and the neighbors. You know, they don't want to have cars lined up in front of their houses all day, so.

Mr. Coelho: And you don't know until you know, so.

Mr. LeBlanc: Right.

Mr. Coelho: Best guess from professionals.

Mr. Phoenix: I think the point also stands too that that intersection is gonna need work whether it's because of the school or whether it's because of Wayfinders going in there or any other project that's gonna impact traffic to some degree. Even...

Mr. Warner: ---

Mr. Phoenix: ...if you want to keep going up Fuller, if the Manganaro project continues to build out, then that's gonna be more traffic that's gonna go through there as well. So, anything that's building is going to affect that.

Mr. LeBlanc: And the town's growing.

Mr. Phoenix: Yeah.

Mr. LeBlanc: The town's growing.

Mr. Phoenix: And pass through traffic isn't getting any less either.

Mr. Coelho: Ok, that's my questions. That's all the trouble I'm making on this one.

Mr. Queiroga: ---

Mr. Quiterio: I don't have any questions.

Mr. Phoenix: My only thing that I wanted to address is it's still in here. I think it's handled a little bit better from my recollection is the issue of the alternate thing. And I understand that the description from last time that a lot of it has to do with the funding, because the building can't be part of what the state's looking at for what it's funding.

Mr. LeBlanc: Correct.

Mr. Phoenix: So, I wanted to make sure that that's addressed as well, that what we're looking at on the plan is essentially the maximum numbers. If anything, those might get revised downward, especially on the traffic count if that other building isn't put in.

Mr. LeBlanc: Right.

Mr. Phoenix: So, I just wanted to make sure that that got addressed tonight.

Mr. LeBlanc: And that's what we have, the administration building, I believe, has about 27, 28 staff members most of which are probably staggered from the school numbers, maybe arriving a little earlier, leaving a little later, normal business hours type. So, the administration does not add or remove any parking. We've maximized the parking as much as possible, whether that building exists or not. If the bids come in favorable and we build it, we'll have 250 some odd parking spaces. If we decide that, this district decides that they don't want to build that, the bids are a little different, we put a basketball court and we still maintain the same number of parking spots. We try to maximize that for...

Mr. Warner: For evening community type.

Mr. LeBlanc: Right.

Ms. Kayserman: And the only difference would be the utility connections onto Chapin Street in terms of impervious area; square footage, it's about the same, and the stormwater is being

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handled the same for both options and being routed to the same location. So, for stormwater there's no change. It would just be the connections on Chapin.

Mr. Quiterio: You just wouldn't have the gas going ---.

Mr. Phoenix: 'Cause, I mean, realistically for a site plan that wasn't going through the funding mechanism that it is, we'd probably see that as proposed future development, or something like that, which is somewhat standard. So, I'm fairly satisfied with that this time.

Mr. Queiroga: While I'm here, I just want to, we had a public hearing, and this is a continuation of that, and pretty soon I'll be just checking with anybody in the audience that might want to make any comments. Any other questions from members of the Board? Is there anybody, if there's anybody in the audience that would like to ask any questions, or make any comments, please just give your address, your name and address and more than welcome to. Please.

Mr. Fiovanti: I'm Brian Fiovanti, 53 Bridle Path Circle. Just curious, how many entrances and exits are there going to be on Fuller Street? There's one now. Are there additional ones? I guess --- question.

Mr. LeBlanc: There will be two new additional ones for staff parking in the front on the lower part of the site plan. Traffic is one way in and out of the site. So, they'll come in, they'll loop the parking lot, and back out. So, we've added two. The third one, which is existing, is strictly for busses to exit.

Mr. Fiovanti: Ok.

Mr. Queiroga: Ok, any other comments or questions? Ok, we need a, who the lucky guy?

Mr. Phoenix: Well, I don't know that we need to read it if we got those circulated. Doug's already reviewed it. I think we can stipulate to ---.

Mr. Queiroga: Can stipulate that the required site plan contents is understood. Off the public hearing checklist, and I would have thought you would've said that the cameras are recording ---.

Mr. Phoenix: That's not my job.

Ms. Houle: It's your job Joe.

Mr. Phoenix: I have a hard enough time remembering --- when I'm in the middle seat.

Mr. Queiroga: --- are there any waivers called for?

Mr. Stefancik: No.

Mr. Queiroga: Ok, checklist is done.

Ms. Kayserman: I believe we did ask for a waiver for the fees.

Mr. Phoenix: Did we act on that last time?

Ms. Kayserman: Yes.

Mr. LeBlanc: Yes, I believe you did last time.

Mr. Queiroga: We ---.

(multiple people talking)

Mr. Stefancik: Yeah, waiver of the fee was approved.

Mr. Queiroga: Ok, I'm looking for a motion to approve.

Mr. Phoenix: I'll make a **MOTION** in the standard form to approve the site plan as submitted.

SECOND Mr. Coelho.

5-0 in Favor.

Roll call vote: Ms. Houle – yes; Mr. Coelho – yes; Mr. Phoenix – yes; Mr. Quiterio - yes; Mr. Queiroga – yes.


Mr. Phoenix: I'll **MOVE** to close the public hearing.

SECOND Mr. Coelho.

5-0 in Favor.

Hearing closed at 7:29 p.m.

APPROVED:

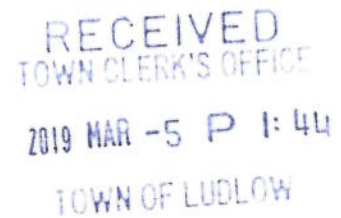


Kathleen Houle, Secretary

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Documents: Master application/Site Plan Review; Traffic Impact Study - Chapin Elementary School (December 11, 2018); Stormwater Report – Chapin Street Elementary School (11 January 2019); comments from Town Departments/Boards; Project summary update (01/11/2019); Plans: Existing Conditions Plan of Land EX-1.1 – EX-1.2 (Rev. 01.07.19); Phasing Plan L-1 (Rev. 1/24/19); Layout and Material Plan L-2 (Rev. 1/24/19); Grading Plan L-3 (Rev. 1/24/19); Planting Plan L-4 (Rev. 1/24/19); Site Details L-5 – L-8 (Rev. 1/24/19); Demo & Soil Erosion Plan C-1.1 (Rev. 01/11/19); Drainage Plan (Base) C-3.1 (Rev. 01/11/19); Drainage Plan (Alternate) C-3.2 (Rev. 01/11/19); Civil Utilities Plan (Base) C-4.1 (Rev. 01/11/19); Civil Utilities Plan (Alternate) – C-4.2 (Rev. 01/11/19); Civil Details C-5.1 – C-5.3 (Rev. 01/11/18); Overall First Floor Plan A0.01 (Rev. 01/24/19); Overall Second Floor Plan A0.02 (Rev. 01/24/19); First Floor (Alternate #1) A1.03 (Rev. 1/24/19); Exterior Elevations A4.01 – A4.02 (Rev. 01/24/19); Site Plan Lighting Photometric ES.1 (Rev. 01/24/19)

(Documents pertaining to this hearing are available for viewing in the Planning Board Office during regular business hours).



**TOWN OF LUDLOW PLANNING BOARD
PUBLIC HEARING – SITE PLAN
533 & 0 Center Street (Assessors' Map 16A, Parcels 45, 46)
Legacy Fire Protection, Inc.
(to construct an office building and an addition to an existing building with parking areas
and stormwater management system)
January 24, 2019**

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PLANNING BOARD MEMBERS

Joseph Queiroga - Chairman (Present)
Raymond Phoenix - Vice Chairman (Present)
Christopher Coelho (Present)
Kathleen Houle (Present)
Rafael Quiterio (Present)

The public hearing began at 7:45 p.m. in the Selectmen's Conference Room.

In attendance: Don Frydryk – Sherman & Frydryk, Joe Brosseau, Peter Miccoli, attendees

Mr. Queiroga read the legal notice, gave the applicant a copy of the invoice from Turley Publications, and reviewed the application. The legal notice included the description of: to construct an office building and an addition to an existing building with parking areas and stormwater management system.

(conversation while passing out plans)

Mr. Queiroga: While they're playing around with the paper here, I'm going to read a couple of comments into the record. Conservation Commission; *no wetlands are involved in our jurisdiction for this project.*

Mr. Phoenix: My apologies Joe, maybe while I was passing out the papers I just didn't catch it, did you read the notice while I was doing that?

Mr. Queiroga: Yes, I did.

Mr. Phoenix: Ok, thank you. Doing too many things at once.

Mr. Queiroga: The Board of Health; *approved as submitted.* The Fire Department; *The Ludlow Fire Department has reviewed the site plan as presented at this time. The Ludlow Fire Department has no additional comments. We do, however, expect all applicable federal, state, and local codes to be followed during the course of construction on this project.* Of course. Do you have copies of these? Ok.

Mr. Phoenix: So, let me get that straight, the Fire Department expects the fire protection company will follow the fire codes?

Mr. Queiroga: --- We have reviewed the site plan for Legacy, this is from the Public Works, prepared by Sherman & Frydryk Surveying and Engineering dated 10/15/18, with the revised date of 1/3/19, and have the following comments: contractor must obtain a construction within the public way permit for underground utilities with the public way including, but not limited to, sanitary sewer, storm drainage, water and gas. A sanitary sewer connection fee shall be established by the Board of Public Works. Verify all new water connections to the Springfield Water and Sewer Commission. On sheet 3 of 5 utility connection notes, on sheet 3 of 5, all water service connection should be as per Springfield Water and Sewer Commission requirements. The sewer saddle connection shall be installed as per Town of Ludlow requirements. The comments reference SWSC for the sewer work. Springfield oversees water work, but the Town of Ludlow oversees sewer work. Illicit Discharge Compliance Statement needs to be signed. Checklist for Stormwater Report needs to be signed on page 2. Stormwater Pollution Prevention Plan Section 8: Certification and Notification needs to be signed. Submit a copy of NPDES Construction General Permit when submitted. If you have any questions regarding these comments, do not hesitate to call. We reserve the right to review and comment on revised submittals. And you have copies Don?

Mr. Frydryk: Yes, we do.

Mr. Queiroga: Ok, so, why don't you give me, give us an overview. We have it up? Technology's great.

Mr. Frydryk: ---. My name is Don Frydryk, from Sherman & Frydryk Land Surveying Engineering Surveyors ---. Joe Brosseau, President.

Mr. Brosseau: President, Legacy.

Mr. Frydryk: And I'm sorry...

Mr. Miccoli: Pete.

Mr. Brosseau: Pete.

Mr. Frydryk: The vice-president. And the applicant is Legacy Fire Protection. Owner of the Property is LFP Holdings, LLC. As you mentioned, it's located at 533 Center Street, which is the rear parcel, and 0 Center Street which is the front parcel. The lines, as you know, was just changed with the ANR plan. That was just submitted and approved. What you see is the existing conditions plan, parcel 2 in the back, and parcel 1 in the front. What's proposed, if you don't mind going to number 2, what's proposed is a one-story office building in the front, this area here, and the existing building will have an addition for office and storage space. There'll be one, there's one access proposed, which is this strip, down through here along the northerly property with two-way traffic. Three parking lots; one in the front, one in the center, and one in the back, which has a total of 42 parking spaces. Our drainage includes overlay and drainage to the basins you see here in the center of the property. I don't know if you're all familiar with this property, but it's kind of down below Center Street and all the surrounding properties, so there's nowhere for the drainage to go except for through our infiltration basin. So, they will flow off the pavement into sediment swales, through the swales to sediment --- bays, or sediment ---, sediment bays and into the infiltration area. We did submit a stormwater calculations to show that there's no increase in flows off the site. On the sewer, will include a low, do you mind, number three Doug? The sewer will be a low pressure forced main up to a manhole in the front,

gravity flow from the front building to a manhole, and then the connection into Center Street. Water will include a six-inch main from Center Street for fire protection to the front building along with a two-inch domestic service and a two-inch domestic service along the, to the back building. Power communications are all from Center Street shown on the plan in this area, and in this area. This also does, just in case anyone asks, reflect the acquisitions that were done for the Center Street widening. So, that's taken into account already. We have shown lights on the plan. The middle parking lot, the front parking lot, and the back parking lot will be lighted from lights on the building itself. The lights will be shielded so that there's no spillage onto abutting properties. We also submitted a landscape plan ---, and I'm not the landscape architect, but it's, as you'll see, there is a total of 29 trees and 89 shrubs proposed on the property. Second one down. Thank you. You can see all the circles are the trees, shrubs along the property lines. There was one existing tree in this area here that looked to be maintained on the site. The last, we submitted a narrative which included an estimated traffic generation for the property. For the weekday, morning peak hour, a total of 17 additional trips for the weekday, evening peak hour a total of 24 peak hour trips, and during the Saturday peak hour we've estimated 22 additional trips based on the amount of traffic on Center Street, which is the latest traffic count we had from 1996 was over 10,000 cars. We feel that that increase is minor and won't have any effect on the operation of the street in addition to the improvements that are going on, on Center Street will help with that. We also have submitted the building plans for the two buildings.

Mr. Queiroga: Don, you said that first building, the new building going up, is an office building?

Mr. Frydryk: Yes.

Mr. Queiroga: And the one in the back ---?

Mr. Frydryk: For office and storage, right?

Mr. Brosseau: Yes, that would be our office. Our office would be in the back, and it's a proposed office professional building in the front, 3,000 square feet for future.

Mr. Frydryk: So, this is the floor plan of the proposed new building. This being a part that faces the parking lot.

Mr. Brosseau: The parking lot side, that's the back.

Mr. Frydryk: Ok, this is the back?

Mr. Brosseau: Yeah.

Mr. Frydryk: And this is the front facing Center Street, rectangular building, approximately 3,000 square feet. The page before that is the elevations facing Center Street, on the north elevation, south elevation, and the rear elevation, kind of a...

Mr. Coelho: So, can you speak to some of the finishes that you guys might be using over there?

Mr. Brosseau: It's not fully determined, but...

Mr. Coelho: I know it's not ---. We're not talking like a south beach glass building?

Mr. Brosseau: No, we're talking a classic colonial, or a cape ---.

Mr. Miccoli: Or a cape, something like that. You know, maybe a little brick front or

Mr. Coelho: Not that we have any ---.

Mr. Brosseau: It'll be appealing.

Mr. Coelho: Ok.

Mr. Phoenix: ---

Mr. Queiroga: Now, the new building, I'm assuming, will comply with all the setbacks and so forth?

Mr. Frydryk: Yes.

Mr. Queiroga: The old building, I would assume, does not comply with the side ---, is that a fair assumption?

Mr. Frydryk: Can you go back to the ---? I think it's the first sheet has the chart. Down the bottom. I thought we had the setbacks on that.

Mr. Coelho: Probably the only thing that doesn't conform is the building that currently ---, right?

Mr. Queiroga: Correct.

Mr. Frydryk: The existing building...

Mr. Stefancik: It would have to be 20 feet from the side, and 25 for a rear yard setback.

Mr. Frydryk: Right. So, this side is not conforming; existing nonconforming, but the addition will be fully conforming.

Mr. Queiroga: --- the addition will be?

Mr. Frydryk: Yes. And we also have, seeing the floor plans and the elevations from the addition part of the building, if you want to see those. So, that's the floor plan. This being the existing building now, and the proposed floor plan for the addition, which includes the office spaces, bathrooms and so forth, hallways, plan rooms, office.

Mr. Queiroga: How many employees?

Mr. Brosseau: There'll be no more than ten employees there; two are transitional, they're in and out delivering material.

Mr. Coelho: And our parking numbers are copesetic with the use?

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Mr. Stefancik: Yes.

Mr. Phoenix: As far as the comments that we got in, just wanted to go back to Public Works. The numbering on this thing is funky to say the least, so I'm gonna try and just say the first few, all are, I don't want to say standard boilerplate, but are things, I think, that we can take for granted because it involves the water connection, Springfield Water and Sewer, making sure that those things are taken care of, which is a lot of as it goes forward. And where I start to just have a couple questions I want to ask, are when we get down to whatever number you want to call it based on the scribbled on numbers here: Illicit Discharge Compliance Statement needs to be signed; checklist for Stormwater Report needs to be signed on page two; Stormwater Pollution Prevention Plan Section 8: Certification and Notification needs to be signed; and then the NPDES Construction General Permit when submitted. So, mainly those issues there.

Mr. Frydryk: Yeah, the Illicit Discharge Statement Checklist, and the Stormwater Pollution Prevention Plan are all items that are prepared but don't become functionable until construction. We also have to go through a stormwater permit review. So, certainly, no problem signing the Illicit Discharge Statement, basically says you're not gonna put bad stuff into the drainage system. Checklist for Stormwater Report is part of the stormwater management report that was submitted, and basically says that we have done everything inside regulations with the stormwater policy. If it wasn't stamped, I thought it was, we could certainly do that. It's not a nonissue getting that to you. Stormwater Pollution Prevention Plan, again, is part of the plan that's in place during construction. The statement basically says that they're gonna follow the plan. And NPDES is a construction permit through EPA, which is filed prior to construction. And no problem getting you a copy of that when it's filed and approved by EPA.

Mr. Queiroga: Yeah, and DPW would be the...

Mr. Coelho: Mr. Chairman?

Mr. Queiroga: Yes.

Mr. Coelho: May I ask Doug a question?

Mr. Queiroga: Please. Why would you ask me?

Mr. Coelho: I don't know. ---

Mr. Phoenix: It is the right way to do it.

Mr. Coelho: It is the right way. These situations we've seen on the DPW checklist, seem to be ones that are common through every project. Are we seeing them now because of different people over there or are these things we really need to worry about on our site plan approval?

Mr. Stefancik: --- more so the whole DPW and the whole stormwater permitting portion which they take care of.

Mr. Coelho: So, if we approve this plan, and they still don't put the signatures where they need to on those permits, they're still not gonna be able to build it.

Mr. Stefancik: --- correct, they risk not getting their stormwater permit from DPW.

Mr. Phoenix: Can I piggyback off of that question because maybe I misunderstood what you were asking. It seems like you were satisfied with that answer. But, it sounded almost to me like, and this is something I've thought for a while, some of these issues are more build issues, they are more notes than they are comments on the actual site plan and whether it's approvable. And to me, when we're soliciting for comments on a site plan that's been submitted, what we're looking for are comments relevant to whether or not it meets the criteria and the bylaw or the subdivision rules and regs when that applies.

Mr. Coelho: So, they're getting a little technical on us.

Mr. Phoenix: Well, I don't know if they're getting technical, I think it's part of them trying to be proactive and make sure that the applicants know that they need to do these things. But, some of those have been on like the greatest hits list for decades now.

Mr. Coelho: 'Cause the only thing I'm thinking in my head is we're approving these things with DPW's lack of a better term, without their blessing because of these ---.

Mr. Phoenix: We don't have to, we can always approve subject to them meeting those criteria and then the plan doesn't get signed until they meet it, or we could hold off approving until after they meet them.

Mr. Coelho: But, if we don't have to do that, why?

Mr. Phoenix: Because the ideas were supposed to be getting feedback, and if we're not gonna listen to the feedback from public works, then why are they gonna bother giving us ---?

Mr. Coelho: Well if the feedback's not applicable to what we're approving tonight.

Mr. Phoenix: That's why my thinking was that you were asking more about whether these things were relevant to if this is an approvable plan or not.

Mr. Coelho: Right.

Mr. Phoenix: Because if this is about whether or not they meet the criteria for special permit for site plan in the bylaw, that's a different story than if this is something that has to do with construction. And I believe some of these are part of the site plan criteria and the bylaw. So, I think those we should definitely make sure are addressed. Perhaps, if we were to ask very nicely, they could, kind of, give us in their comments an idea of, these are the actual things relevant to approvability, and these are the notes that we want to make sure that the applicant is aware of. So that that clarifies it for people going forward, but I don't know that that will happen or won't happen, but.

Mr. Coelho: Ok, I get it.

Mr. Queiroga: Ok.

Mr. Frydryk: For what it's worth, we obviously work in other towns too that there's comments like this all the time that are, as you said, proactive, knowing that they need to get them moving forward.

Mr. Phoenix: And it's usually easier to put it on there than to have to catch somebody after the fact.

Mr. Frydryk: ---

Mr. Coelho: So, our approval's gonna be contingent upon those things as the project develops. 2019 JAN 25 P 1:43

Mr. Phoenix: I would expect that, well we can't make it contingent on those things as the project develops because that would be after they would need the approval. So, the approval would probably need to be based on them meeting the ones that are necessary for approvability, which I think, largely comes down to the signatures. We don't need that.

Mr. Coelho: Right, ok.

Mr. Phoenix: --- that list.

Mr. Queiroga: You read that list already?

Mr. Phoenix: Or did he not do that list?

Mr. Stefancik: I didn't read it, but I checked through it --- criteria.

Mr. Queiroga: You checked through it, ok. Alright, then here give me that back. I am gonna, it's a public hearing, I am gonna open up the hearing to the public for all the so many people that are there in the audience and advise at the same time that the cameras are recording as usual. Is there any findings or waivers that we need on this?

Mr. Frydryk: The couple that we discussed, I don't know if they're waivers or if you have to acknowledge that they don't have to do a full traffic study?

Mr. Phoenix: That would probably in the category of a waiver.

Mr. Stefancik: --- traffic letter, and he has lighting indicated on the plan and that light isn't spilling over ---

Mr. Phoenix: You got elevations, signage.

Mr. Stefancik: --- gonna put a sign on, a freestanding sign, so they're all set, and they do show all the elevations of the building, and snow storage.

Mr. Phoenix: So, it's just the traffic study. Do we have something in writing requesting that waiver?

Mr. Frydryk: Yes.

Mr. Phoenix: Ok. If we have that in writing, I'll make a **MOTION** to waive the traffic study based on the location in town and the best interest of the town.

SECOND Mr. Coelho.

5-0 in Favor.

Roll call vote: Mr. Quiterio – yes; Mr. Phoenix – yes; Mr. Coelho - yes; Ms. Houle – yes; Mr. Queiroga – yes.

Mr. Queiroga: So, we have no public comments on, and at this point I'd be...

Mr. Phoenix: Unless anybody has anything else, I'll make a **MOTION** at this time to approve the site plan in our standard form on the condition that the additional signatures that are mentioned by the Department of Public Works in their letter be taken care of prior to the plan being signed.

SECOND Mr. Quiterio.

5-0 in Favor.

Roll call vote: Mr. Quiterio – yes; Mr. Phoenix – yes; Mr. Coelho - yes; Ms. Houle – yes; Mr. Queiroga – yes.


Mr. Phoenix: I will **MOVE** to close the public hearing.

SECOND Mr. Coelho.

5-0 in Favor.

Hearing closed at 8:06 p.m.

APPROVED:



Kathleen Houle, Secretary

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Documents: Master application; Comments from Town Departments/Boards; Project Narrative "Legacy Fire Protection, Inc." Site Improvements (January 3, 2019); Project Manuel & Drainage Report "Legacy Fire Protection, Inc." (December 14, 2018); Existing Conditions & Demolition Plan, Legacy Fire Protection, Inc., Site Development 533 Center Street Ludlow, MA (Rev. 01/21/19)(5 sheets); Proposed Addition to Bldg #1 (Plan), Legacy Fire Protection 533 Center Street Ludlow, Massachusetts (12/06/18); Planting Plan - Legacy Fire Protection, Inc., 533 Center Street Ludlow, Massachusetts (12/04/18)

(Documents pertaining to this hearing are available for viewing in the Planning Board Office during regular business hours).