

Belchertown Planning Board Minutes  
August 9, 2016



Planning Board members: Daniel Beaudette, Christopher Laurenzo, Donna Lusignan, James Natle, and Sierra Pelletier (alternate for special permits)

Absent: Michael Hofler, Chairman

Staff: Douglas Albertson, Town Planner; Lynn Sikes, minutes

Present: Suzanne Holt, 2 Sabin Street, Belchertown

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Vice chair J. Natle, opened the meeting at 7:00 PM standing in for M. Hofler. J. Natle read for the record the Agenda.

**Public Hearing Accessory Apartment 2 Sabin Street:** J. Natle opened the public hearing at 7:00 PM. J. Natle read into record the legal notice. J. Natle explained to the applicant that a special permit requires a super majority vote in favor in order to be granted, meaning there must be four affirmative votes, not just three. One board member is absent, so Natle appointed S. Pelletier to act on this special permit as a voting member.

Applicant Suzanne Holt addressed the Board and explained that the intent for the request for an accessory apartment is for her parents to move into the apartment. There will be an internal entry door to the apartment as well as an exterior entry door. There is parking space already located in front of a covered front porch. The house sits on a corner lot. All siding will match the existing house. C. Laurenzo, looking over the pictures submitted, questioned the exact placement of the new accessory apartment. S. Holt indicated that what he was looking at was the garage addition from a couple years ago. The accessory apartment is actually towards the front.

The Board asked what the existing square footage of the existing house is. D. Albertson pulled up the field card from the Board of Assessor's site to make sure the 33% requirement of 145-29.1 B (3) has been met which states up to 33% of the gross floor area of the dwelling, not to exceed 600 square feet maximum gross floor area. The field card indicated 1800 sq. feet. C. Laurenzo indicated possibly taking this language out of the requirement as the previous request did not meet the criteria. J. Natle also noted we should possibly require the Assessor's field card be attached to future applications so square footage numbers were available.

D. Lusignan conducted a site visit and questioned the trees and vegetative screening as to whether you will be able to see the apartment from the road; from Sabin Street you can only see the garage. If you are looking down the driveway you see the garage. S. Holt said yes. D. Lusignans only other question is to denote one door as the main door for emergency responders. S. Holt indicated they use the mudroom door as their front door for their use. D. Lusignan said to possibly put #2 on one door and #2A on the accessory apartment door, and by doing so emergency responders would know where to respond. D. Beaudette questioned if there was a second floor. S. Holt stated there is no second floor and even storage space would not be possible due to rafters. J. Natle stated that with the information submitted it conforms to the criteria of §145.69. D. Beaudette questioned if the apartment was handicap accessible. S. Holt indicated the architect said they left room if the need arises later on. A ramp could be put in also when/if the need arose.

No one from the public attended.

**Motion:** C. Laurenzo moved to close the public portion of the hearing. **Second:** D. Lusignan. **Vote:** 5-0-0.  
Public Hearing Closed.

**Motion:** D. Lusignan to GRANT the Special Permit for an accessory apartment, location 2 Sabin Street, Map 245, Lot 55 for Suzanne E. and Clifford J. Holt. **Second:** C. Laurenzo **Vote:** 5-0-0.

Discussion: The Board indicated to the Applicant to make sure #2 and #2A are designated on the existing home and the apartment for safety procedures. Also that it is owner occupied as one of the requirements. If the applicants were to move out the special permit expires. The special permit does not transfer.

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**Motion:** C. Laurenzo to accept minutes of July 26, 2016 as written. **Second:** D. Lusignan. **Vote:** 4-0-0

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**Bills were endorsed.**

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**Action Items:**

**Sheffield Estates Subdivision As-built** - Mylars submitted by Sherman & Frydryk, LLC. Surveyors. S. Williams, DPW Director, has checked them and indicated they are correct. **Motion:** C. Laurenzo to Accept and Endorse the As-Builts for Sheffield Estates dated June 28, 2016, prepared by Sherman & Frydryk, LLC. Land Surveyors. **Second:** D. Lusignan. No further discussion. **Vote:** 4-0-0

D. Albertson told the Board that when this process is complete, the Planning Board will make a report at Town Meeting to accept this subdivision.

**Wireless Communications Facilities Bylaw:**

The Board continued discussion on their revision of the wireless communications facilities bylaw. After review of all sections with a couple of minor changes D. Albertson will finalize a Draft #5 and submit to the Board for review. This proposal still needs a public hearing and could change slightly again.

**New Fee Schedule:** The Board continued discussion of their review of permit fees. D. Albertson handed out a printout showing existing fees vs proposed fees. The board discussed these. D. Albertson will revise the printout based on the discussion and resubmit for everyone to review and discuss again.

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**Town Planner Report:**

- **Public Forum:** As part of the ongoing pedestrian project and providing input to the Maple Street and State Street redesigning as it begins, Alta Planning and Design held a public meeting at the Senior Center on 8/2/16. There were approximately 30 people there. Maple and State Streets are in the early design stages for complete reconstruction, so this was an opportunity for the public to provide some comments and have questions answered. Also discussed were some simple concepts for improving pedestrian accessibility around Main Street, with several ideas for inexpensive improvements being presented; specifically, relocating a crosswalk, painting zebra-stripe crosswalks, and otherwise improving pedestrian safety. Police Chief Pronovost mentioned that his department's new speed board registers a lot of traffic data beyond speeds and this information can be made available as we plan. Other items discussed were: sidewalks near the town common, Rte. 202/State Street and the courthouse, a pedestrian island for crossing near police dept. and state street school, signage, intersection of Rte. 202 and Main Street/Maple Street, overall Rte. 202 corridor.

- The subdivision of Willow Lane/Jason's Way, James Hayward developer, has installed the bounds. This is another step towards completion.
- New subdivision on Bardwell Street is being designed and should be submitted soon. The preliminary plan was submitted last year.
- Albertson will attend the meeting at the Chamber of Commerce in Palmer tomorrow at 8 am. He keeps the Belchertown presence known and provides the chamber information on activity in Belchertown.
- The May Farm Solar project is close to commencing. The selectmen granted a necessary easement over town property for this project to proceed. The developer is going through the due diligence phase and examining past projects and if there are any outstanding permits on the site. There are none. This property has been operating as an agricultural use. On a separate matter, the Verizon phone tower building permit is in process but not issued yet.

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**Individual Board Member Reports:**

D. Lusignan :

- D. Lusignan attended last week's public forum. It was a good presentation. The reconstruction of Maple and State Streets is a \$2.7 million projected figure at this time and it could take 10 to 15 years to design, get funded and built. It is serious money.
- The Car Wash on George Hannum Street just put up a very ornate copper top cupola. It looks really nice and looks like the business will be opening soon.

S.Pelletier

- About the forum, one thing regarding the crosswalks, they suggested a "zebra" crossing line across the crosswalks. Just to note that some of the items they discussed are small items, not only the 2.7 million down the road.

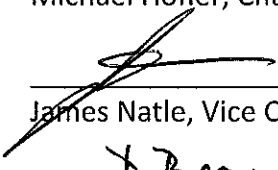
**Motion:** D. Lusignan to adjourn the meeting at 8:40 PM **Second:** C. Laurenzo. **Vote:** 4-0-0

Meeting Adjourned.

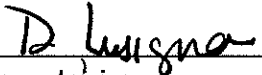
The Board signed all the mylars for Sheffield Estates Subdivision.

Respectfully Submitted

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Michael Hoffer, Chairman

  
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James Natle, Vice Chair

  
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Daniel Beaudette

  
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Donna Lusignan

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Chris Laurenzo