

**Planning Board – Regular Meeting**  
Longmeadow High School – Meeting Room A31  
535 Bliss Road, Longmeadow, MA

*Wednesday, March 6<sup>th</sup>, 2019 7:00 p.m.*

**Members Present:** Donald Holland, Chair; Walter Gunn, Clerk; Ken Taylor, Bruce Colton,

**Absent:** Heather Laporte; Stephen Crane, Town Manager.

**Others Present:** Allison Kone, Kevin Morin.

The **Planning Board Regular Meeting** was called to order at 7:00 p.m. by Chair Donald Holland.

**Request for Waiver of Site & Design Review for Change of Use – Case# 20190306-1:**

Mr. Morin presented the application for 827B Williams St., which is the vacant space adjacent to 827A Williams St. (currently known as “The Meeting House”) and that, together, comprised the former food establishment “Hu Ke Lau”. The new space will accommodate an AT&T corporate store and won’t require exterior changes, with the exception of a sign, for which an application will be submitted at a later time. Mr. Morin indicated that recently the ZBA deliberated in the case indicating that the parking calculations are adequate.

Chair Donald Holland made a motion to accept the Request for Waiver of Site & Design Review for Change of Use from “food service” to “retail”. Ken Taylor seconded the motion, all in favor 4-0, motion passed.

*Documents presented:*

1. Complete Application for 827B Williams St. – Request for Waiver of Site and Design Review.
2. ZBA Decision of determination of adequate off-street parking.

**Amendment to Sign Application – Case # 20190306-2 (old Case# 20180606-1D):**

The intent is to change the content of a previously approved sign, specifically the informational signs of case #20180606-1D. The new content now indicates the names of the official tenants; in addition, a white 4”x36” header is being proposed with the words “Meadows Crossing” in black. There is no change in size, aesthetics, material and location of the signs.

Bruce Colton made a motion to accept the request for amendment of the sign application with the provision that the header indicating “Meadows Crossing” be excluded. Ken Taylor seconded the motion, the vote was 3 in favor with 1 opposed (Walter Gunn).

*Documents presented:*

1. Amended sign drawing 1D.

**ANR Application 101 and 123 Englewood Rd. – Carl & Stephanie Jasmin 123 – Case 20190306-3 :**

The proposal is to expand the lot size pertaining to 123 Englewood Rd. while reducing the lot size of 102 Englewood Rd.

Walter Gunn made a motion to accept the ANR application and Plan of Land as presented, Chair Donald Holland seconded the motion, all in favor 4-0, motion approved.

*Documents presented:*

1. Plan of Land for 102 and 123 Englewood Rd. dated 02-19-2019

**Meeting Minutes Review:**

1. Regular Meeting February 6, 2019: Ken Taylor made a motion to accept the minutes as presented, Bruce Colton seconded the motion, all in favor 4-0 meeting minutes approved as presented.

**Announcements:**

- Heather Laporte has submitted the required documentation to submit her candidacy for a new term on the Planning Board.
- Due to conflicting schedules between Board members and recording staff, the Planning Board is considering designating a weekday other than Wednesdays moving forward.

Bruce Colton made a motion to adjourn the meeting, Ken Taylor seconded the motion, all in favor 4-0, none opposed, meeting adjourned at 7:44 pm.

Respectfully submitted,

*Bianca Damiano*