

Planning Board
Minutes
Longmeadow Police Department Conference Room
Thursday, January 4, 2007
7:00 pm

Chair Person Walter Gunn called the meeting to order at 7:01 pm.

Present at the meeting: Walter Gunn, Bruce Colton, Louis Kornet and Roy Johansen.

Also Present at the meeting: Recording Secretary Stacy Wieners and J. Girotti, General Manager of The Field Club of Longmeadow.

Announcements: Planning Board Member Louis Kornet mentioned that he has received some feedback from Department Heads regarding the Subdivision Regulations sent out. He is still waiting for some input from other committees. Eric Twarog, of the Pioneer Valley Planning Commission (PVPC), is working on the changes. Planning Board Member Louis Kornet suggested a target date be set for completion of this segment of the project. It was agreed an achievable completion date could be the end of the first quarter.

A working meeting will be scheduled with Mr. Twarog in late January. At the same time the Planning Board will meet with Zoning Board of Appeal Members.

7:05 pm Acceptance of Minutes: Chair Person Walter Gunn made a motion to accept the November 9, 2006 and December 14, 2006 Regular meeting notes with corrections. Planning Board Member Bruce Colton seconded the motion. Chair Person Walter Gunn called a vote and the motion passed 4:0.

Scheduling of any Public Hearings: None at this time.

Visitor Comment/Question Period: None at this time

7:06 pm Old Business:

Discussion Filing System for Planning Board- After much discussion the Planning Board decided that old records in the Town Hall will be filed by Street name and number. Any future files will be filed in the same manner. However, every case before the Planning Board will be assigned a case number to be on every piece of information pertaining to that file. It will be requested that any individuals presenting the Planning Board with documents have the correct case file number on them. The number assigned will be the date of the actual filing. For example: November 9, 2006 will be case number 20061109. If more than one case is presented on the same date, then sequential numbers will be added on the end. For example: 20061109-01, 20061109-02 etc.

Discussion Dates for 2007 meetings –

The Planning Board regular meetings will be held on the following dates. The meetings will be held in the Police Station Community Room at 7:00 pm.

March 1, 2007	August 2, 2007
April 5, 2007	September 13, 2007
May 3, 2007	October 4, 2007
June 7, 2007	November 1, 2007
July 12, 2007	December 6, 2007

7:33 pm Discussion of Department Heads on Site and Design review for Dwight and Converse #20061109 - The Planning Board reviewed correspondence received and discussed working with East Longmeadow to improve some traffic issues in Town. Chair Person Walter Gunn made a motion as part of Site and Design Review for case #20061109 the Planning Board request a traffic engineer be hired by the Town at the expense of the applicant to design the road changes and the entrance to the facility. Planning Board Member Bruce Colton seconded the motion. Chair Person Walter Gunn called a vote and the motion carried 4:0.

7:31 pm New Business:

- **Report by Rebecca Townsend: PVPC Alternative** - Chair Person Walter Gunn will email the document to the Planning Board.
- **Jim Girotti – General Manager, Field Club of Longmeadow 7:24 pm** - Mr. Girotti presented the Planning Board with a letter requesting to waive Site and Design review for some improvements to the property. Chair Person Walter Gunn made a motion to waive Site and Design Review for case number 20070104 to rebuild the tennis practice area including a surrounding swale and infiltration chamber for additional drainage dated December 18, 2006. Planning Board Member Louis Kornet seconded the motion. Chair Person Walter Gunn called a vote and the motion carried 4:0.

ZBA members Ellen Freyman and Dave Lavenburg- For reasons beyond their control, they were unable to attend the meeting.

Correspondence- None at this time.

Executive Session – None Scheduled

ANR Applications: None at this time.

Planning Board Reports:

- Planning Board Member Roy Johansen addressed the Planning Board regarding some frustration he is having regarding the enforcement of the sign bylaw in Town. Chair Person Walter Gunn suggested that the Planning Board place an ad in *The Reminder Publications* reminding the residents of the specifics of the bylaw. Planning Board Member Roy Johansen suggested adding the bylaw to the building application itself. Applicants will then be informed of the time limitations as well as the fines involved.

- Planning Board Member Roy Johansen also inquired if the Town has looked into a truck route in Town to divert the tractor trailers. Select Person Kathleen Grady is currently researching and working on that problem. Chair Person Walter Gunn will check with Town Manager Robin Crosbie for more information and a timeline.

Planning Board Member Roy Johansen made a motion to adjourn the meeting. Planning Board Member Bruce Colton seconded the motion. Chair Person Walter Gunn called a vote and the motion carried unanimously. The meeting was adjourned at 8:15 pm.

Respectfully Submitted,

Stacy Wieners
Recording Secretary