

**Planning Board
Regular Meeting Minutes
Thursday January 9, 2009
Police Station Community Meeting Room
7:00 pm**

Chair Person Walter Gunn called the meeting to order at 7:04 pm.

Present at the meeting- Walter Gunn, Roy Johansen, Ken Taylor, Gerard Nolet, Bruce Colton (arrived 7:07 pm) and Recording Secretary Stacy Wieners.

Also Present at the meeting (as signed in): J. Occhiuti and J. Swenson.

Announcements- The ZBA issued a variance for the canopies at the Mobil Station on 467 Longmeadow Street. The applicants will be coming before the Planning Board regarding Site and Design review for new lighting.

Correspondence – Walter Gunn responded to a letter received from the Historical Commission stating that the Planning Board has in the past, and will continue indefinitely as a courtesy, to notify the Historical Commission of any plan that comes before the Planning Board.

ANR Applications – None this evening.

Scheduling of Public Hearings- None this evening.

Visitor Comment/Question Period – None this evening.

Acceptance of Minutes: Walter Gunn made a motion to accept the December 5, 2008 Regular Meeting Minutes as presented. The motion was seconded and approved 4:0. (G. Nolet abstained.)

Old Business – Discussion – Free Technical Assistance for Smart Growth – continued until next meeting.

New Business

- **Pocket Wireless – Request for 3 Antennas on 73 Pondsides Road – Case # 20090109- 7:15 pm** - Jaclyn Swenson from KSK Wireless, acting as an agent for Pocket Wireless, addressed the Board detailing the plan submitted regarding three antennas on Pondsides Road. After some discussion Walter Gunn made a motion to grant the waiver of Site and Design review for case # 20090109 for the addition of three antennas and transmission equipment to an existing cell tower and base station cabinet located at 73 Pondsides Road. Roy Johansen seconded the motion. The motion carried 5:0. Ms. Swenson was informed of the 20 day appeal period.
- **Sherry Lane – Future request to sell lots – 7:30 pm-** The Planning Board agreed that prior to the any approval of the sale of lots, Mr. Danalis must obtain a performance bond to ensure the completion of sidewalks, paving and landscaping prior to the sale of any lot located on what is referred to as Sherry Lane.

- **7:36 pm - Acceptance of Pendleton & Memery Lane** – The Board agreed that it must be made clear that the Town of Longmeadow will not be responsible to maintain the fire breakaway lane located adjacent to Pendleton and Memery Lane, that this parcel of land must be maintained by the homeowners association and that this language must be included in the request of acceptance made at Town Meeting.
- **7:41 pm – New Fees for Planning Board, i.e.: application / Waiver requests** –After much discussion and reviewing the Planning Board Rules and Regulations, Bruce Colton made a motion to add the following amendment in the Planning Boards Rules and Regulations, under *Section 4.4 Fees; Subsection 3 Planning Boards Fee Schedule* :
Waiver Site and Design Plan Review - \$100.00 (Planning Board has discretion to waive the fee)
Walter Gunn seconded the motion. The motion carried 5:0. The Recording Secretary will email the proposed motion to the Planning Board as instructed in the Rules and Regulations and the Planning Board will vote at the next meeting to approve the proposed amendment. Walter Gunn will add a check off box to the Site and Design application for a waiver request if the motion is passed.
- **7:50 pm Discussion Issue of Gifts to Town in form of Structures (i.e.: requiring a building permit and Site and Design** – K. Freedman and J. Occhiuti were present for this discussion. The Planning Board discussed what the Planning Board’s role when gifts are accepted by the Select Board. No action or decisions were made.

CPA Update–None this evening.

PVPC Update – None this evening.

Planning Board Reports – None this evening.

Roy Johansen made a motion to adjourn the meeting. The motion was seconded and approved 5:0. The meeting was adjourned at 8:25 pm.

Respectfully Submitted,
Stacy Wieners
Recording Secretary