



PLANNING BOARD

10 West State Street

Granby, MA 01033

Telephone: (413) 467-7177 Fax: (413) 467-2080

Website: www.granby-ma.gov

Members: Glen Sexton, Chair
Jim Trompke, Vice Chair
Robert Sheehan, Jr., Treasurer
Jay Joyce, PVPC Representative
Pam Desjardins, Member

Others: Lillian Camus
Frank Marion
Helen Fantini, Jones Whitsett Architects
Sheryl Stanton, Superintendent of Schools
Rachel Loeffler, Berkshire Design Group

Absent: None

Meeting: Monday, August 22, 2016 at 7 p.m.

Location: One Library Lane, Top Floor, Granby, MA

Minutes

Call to Order: Glen Sexton called the meeting to order at 7:01 p.m.

Administrative Items

Approve Bills

Invoice #3 from the Pioneer Valley Planning Commission in the amount of \$871.43, for direct labor and indirect costs, travel and mileage, computer equipment and software, for the time period of April 1, 2016 thru June 30, 2016. Glen Sexton will contact Larry Smith to request more detailed documentation to back up the invoice.

Approve Minutes

Approval of July 25, 2016 Minutes

Glen Sexton asked if there were any changes to the July 25, 2016 minutes. A few changes were made to the minutes.

Motion was made by Jim Trompke and seconded by Pam Desjardins to approve the July 25, 2016 minutes as amended. Motion carried 4 in favor, 0 opposed, 1 abstained.

Approval of August 8, 2016 Minutes

Glen Sexton asked if there were any changes to the August 8, 2016 minutes. One change was made to the minutes.

Motion was made by Jim Trompke and seconded by Pam Desjardins to approve the August 8, 2016 minutes as amended. Motion carried 5 in favor, 0 opposed, 0 abstained.

Budget

The Board discussed issues relating to the budget as well as the processes when projects are submitted.

New Business

7:30 p.m. – Presentation by Berkshire Design Group, Inc. for their Site Plan Application for the proposed new Elementary School

Helen Fantini and Rachel Loeffler reviewed the process since their first presentation to the Planning Board.

Questions/comments from Board members were as follows:

- What is the net gain/loss for what you are proposing for parking spaces? Response: No gain. They added the number of parking spaces at both the West Street School and the East Meadow School and ended up with 107 proposed parking spaces.
- Are the parking spaces to the west of the high school staying? Response: Yes
- Will you have parking spaces for low emission vehicles? Response: We will be LEED Silver and will have low emitting parking spaces in the front. We are still evaluating if we will be utilizing the low emission parking spaces.
- Is there a separate entrance for deliveries? Response: No. They would come in using the two-way drive.
- Is there room for delivery trucks to back in to make their deliveries without blocking traffic or any obstructions? Response: Yes.
- What about sidewalks? Response: There are no plans for sidewalks along Rt. 202. There is a sidewalk going from the visitor parking in front of the elementary school to Rt. 202.
- A suggestion was made to have a sidewalk along Rt. 202 from Maximillion to Deerbrook Dr. for those who already walk to school.
- Are the utilities above ground? Response: Utilities are all underground.
- The Board would like to see a detailed phasing program including parking.

Comments from Helen Fantini, Rachel Loeffler and Sheryl Stanton:

- The front parking area will be strictly for public parking.
- Everything is a subsurface filtration system for the water run-off.
- Emergency vehicle access is a concern. We are meeting with the proper authorities discussing this issue.
- We have a fire pump house on site.
- The other curb cut has not been granted by the State yet.
- We are planning on going out to bid around Thanksgiving and awarding the contract February 2017.
- We are planning a monument sign in front of the project with some kind of changeable message aspect to it.

8:33 p.m. – Helen Fantini, Rachel Loeffler and Sheryl Stanton left the meeting.

Retaining Consultant Fees

The Board discussed how the consultant fees are charged.

PVPC – Local Planning Assistance for FY2017

The Board discussed the process of reviewing applications and PVPC's part in the process. Glen Sexton will contact Larry Smith to discuss the contract.

Review Children's First Site Plan Application for submission

Referred to Larry Smith for review prior to the Planning Board's decision.

Zoning Bylaw Violations

Jim Trompke asked Lillian Camus to create a form letter to be used by the Planning Board to notify the Building Inspector of Zoning Bylaw violations.

Old Business and Information

Westover Metropolitan District Commission (WMDC)

Glen Sexton spoke to Michael Bolton of the WMDC. Mr. Bolton was supposed to attend tonight's meeting but was unavailable. Mr. Bolton will be at the September 12 meeting.

Discussion of property line setbacks to signage in the professional business overlay district

Discussion of business estate lots

Duplexes

Sewer/Water Infrastructure

Master Plan Update

Next Meeting

The next Planning Board meeting will be Monday, September 12, 2016 at 7 p.m. in the Carnegie Library.

Adjournment

Motion was made to adjourn at 9:56 p.m. by Pam Desjardins and seconded by Bob Sheehan, Jr.
Motion carried 5 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the August 22, 2016
Planning Board meeting.

Respectfully submitted,

Lillian Camus
Recording Secretary