



City of
GREENFIELD, MASSACHUSETTS

ZONING BOARD OF APPEALS

City Hall • 14 Court Square • Greenfield, MA 01301
Phone 413-772-1549 • Fax 413-772-1309
eric.twarog@greenfield-ma.gov • www.greenfield-ma.gov

Roxann Wedegartner
Mayor

Members:
Twarog, Eric
Director, Planning & Dev.

Boyd, Walter (2023)
Gilkes, Debra (2022)
Maloney, Mark (2022)
Popkin, Julia (2023)
Singer, David (2021)
Winn, James (2023)
Wozniak, Peter (2023)

ZONING BOARD OF APPEALS
Minutes of June 1, 2022
Via Webex

The meeting was called to order by Chairman Mark Maloney at 7:00 p.m. with the following members:

PRESENT: Mark Maloney, Chairman James Winn, Clerk Peter Wozniak
David Singer Debra Gilkes Julia Popkin

ALSO PRESENT: Eric Twarog, Director of Planning and Development; and Alan Collins, Linda Collins, Dawn Morin, and Mary Byrne form the public

CHAIRS STATEMENT: This meeting is being recorded, if any other persons present are doing the same, you must notify the chairperson at this time. Dawn Morin announced that she is recording the meeting.

Public Hearings:

- a. **7:00 p.m. (Continued from May 12, 2022):** Application of Katrina Pacheco, RA of Pacheco Ross Architects, P.C. (on behalf of the City of Greenfield) for property located at 10 & 12 Coombs Avenue, 33 & 35-39 Main Street, which is located in the Central Commercial (CC) Zoning District, for a variance and site plan approval pursuant to Sections 200-8.4 and 200-8.7 of the Zoning Ordinance, in order to reduce the 8 foot landscape buffer requirement along Coombs Avenue to 0; and to reduce the required open space from 15% for new development to 7% at this location.

At a public meeting on Thursday, June 1, 2022 at 7:00 p.m., via Webex, the Greenfield Zoning Board of Appeals held a public hearing on the application of Katrina Pacheco, RA of Pacheco Ross Architects, P.C. (on behalf of the City of Greenfield) for property located at 10 & 12 Coombs Avenue, 33 & 35-39 Main Street, which is located in the Central Commercial (CC) Zoning District, for a variance and site plan approval pursuant to Sections 200-8.4 and 200-8.7 of the Zoning Ordinance, in order to reduce the 8 foot landscape buffer requirement along Coombs Avenue to 0; and to reduce the required open space from 15% for new development to 7% at this location. Chairman Maloney explained the public hearing process to the Applicant and read the public hearing notice into the record. Chairman Maloney announced that Board members Jim Winn and David Singer have recued themselves of the public hearing because they are both members of the Fire Station Building Committee. Members of the Board sitting were Mark Maloney, Chairman; Peter Wozniak; Debra Gilkes; and Julia Popkin. The following project proponents were present: Katrina Pacheco, Architect; Neil Joyce, OPM from CMS; Dan Delany and Jon Allard from Fuss & O’Neil, Civil Engineers; Robert Strahan, Fire Chief; and Butch Hawkins, Fire Station Building Committee. Chairman Maloney explained to the Applicants that approving a special permit application requires a supermajority of the Board which is four (4) members. He stated that the Board only has four members this evening so applicants have a choice to wait for the next meeting for a full five member Board or proceed this evening with four members. The Applicants chose to proceed this evening with four members.

Maloney Introduced the Board members sitting and asked the Applicants to introduce themselves and explain what they want to do, where they want to do it, and why.



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- Pacheco Ms. Pacheco introduced the team members and gave a general overview of the project to the Board. ADA accessible and bicycle parking will be provided for the facility. Fire apparatus will exit the site through the east side of the building to Main Street and will return by Coombs Avenue. The access drive from Main Street will have 24 foot aisle widths which allows for two-way traffic. She stated that the City is looking into installing a flashing light to warn of exiting emergency vehicles. Ms. Pacheco reviewed the renderings, building elevations, and interior layout with the Board. The building exterior will utilize ACMUs of varying colors which are larger than brick size. There will be three (3) 14' x 14' bay doors for the larger vehicles and two (2) 12' x 12' bay doors for smaller vehicles to include ambulances. She also reviewed proposed signage and lighting with the Board.
- Wozniak Inquired if the proposed museum was part of the original programming for this project.
- Pacheco Responded that the Fire Station Building Committee felt strongly about including the museum which was in the original programming.
- Maloney Inquired if the mezzanine area above the vehicle bay area is used for storage.
- Pacheco Responded yes.
- Allard Mr. Allard reviewed the aerial photo of the site area as well as the site layout with the Board. He reviewed the proposed parking as well as drainage which flows north to south on the site. Two underground infiltration chambers will be provided for the site, one on each side of the building. He reviewed the proposed landscaping with the Board stating that small deciduous trees and small flowering trees will be planted. One of the variance requests is to allow a reduction of the required landscaped buffer along Coombs Avenue from eight (8) feet to one (1) foot. A landscaped buffer will be provided between the parking area for staff and the existing single family home. Mr. Allard reviewed snow storage areas with the Board.
- Maloney Inquired on the aerial photo showing the site cleared.
- Allard Responded that they used NearMap for the photo, which is a subscription company for satellite aerial photography.
- Maloney Inquired on the distance between the wheel stops in the parking area in the southwest area of the site and the pavement on Coombs Avenue.
- Allard Responded approximately two (2) feet.
- Maloney Stated that the open space percentage for the site could be increased by adding low growing shrubbery in front of the wheel stops in the parking area along Coombs Avenue. He inquired on the flow of emergency vehicles and the turning radius for them.



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- Strahan Responded that he has monitored traffic in the area of the site entrance for several days and feels that traffic will not be an issue for emergency vehicles exiting the site.
- Maloney Mentioned the potential for flashing lights at the entrance to alert oncoming traffic. He inquired on the storage building at the southwest area of the site and clarified that the storage building will take up two (2) parking spaces.
- Allard Responded yes.
- Maloney Inquired if the propane tank will be underground.
- Allard Responded yes.
- Maloney Inquired on exterior lighting for the site.
- Pacheco Responded that all exterior lighting will be building mounted wall packs and down lit. No pole mounted lighting is being proposed.
- Maloney Inquired on the capacity of the underground infiltration chambers.
- Delany Responded that the capacity is about 75 cubic feet for unit for a total of about 800 gallons.
- Maloney Inquired on why 15 parking spaces for visitors is necessary.
- Allard Responded that the proposed parking spaces are necessary to meet the needs of the fire station as well as meeting the requirements of the Zoning Ordinance.
- Strahan Stated that he recommends keeping all of the proposed off-street parking spaces.
- Wozniak Inquired on the transformer pad and transformer near the residence abutting the site and asked if the noise from the transformer will impact that residence.

The project proponents discussed moving the transformer pad further south to the landscaped area south of the four parking spaces in the southwest area of the site.

Chairman Maloney asked if the Board members have any additional questions at this time.

- Wozniak Inquired on the distance between the site property line and the residence.
- Allard Responded about five (5) feet with a landscaped buffer.
- Maloney Inquired on whether there are proposed barriers between the southern property line of the site and the railroad property.



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- Allard Responded that the plan shows a retaining wall with a guard rail on top. The retaining wall is required due to the grade changes of the site.
- Gilkes No additional questions at this time.
- Popkin No additional questions at this time.
- Maloney Read review comments from the Health Department and the Fire Prevention Officer who both had no comments or issues with this request.
- Gilkes Read review comments from the Planning Board which forwarded a positive recommendation to the ZBA, and the Engineering Superintendent.
- Maloney Inquired on the use of the smaller bays.
- Strahan Responded they are for the smaller vehicles to include ambulances that require a smaller turning radius.
- Maloney Inquired on the wall pack lighting.
- Pacheco Responded that they are designed to reach the turning/parking area. There will no no pole lighting for the site.
- Chairman Maloney opened up the public hearing to public comment at 8:08 p.m. No public comment.
Chairman Maloney closed the public hearing at 8:09 p.m.
- Maloney Asked the Applicant's if the review comments of the Engineering Superintendent can be accommodated.
- Pacheco Responded that it would not be cost effective relative to adhering to the City's Sewer Use Regulations and Water & Sewer Customer Service Policy that requires one independent sewer service per building. The applicant is proposing two sewer lines to service the proposed new building; one 4-inch PVC pipe to Main St. and one 6-inch PVC pipe to Coombs Ave.
- Maloney Clarified that the memo from the Engineering Superintendent stated that the policy be followed if possible. He asked where the propane tank gets filled.
- Pacheco Responded from a valve on top of the tank.
- Maloney Inquired on EV parking space.



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Pacheco Responded that the EV station is not part of the project but that conduit will be installed as part of the project for future EV stations.

Maloney Inquired on on-street parking in front of the building.

Allard He shared his screen to show existing parking in front of the building.

Chairman Maloney asked if the Board members have any additional questions at this time.

Wozniak Stated that he is still concerned about the transformer noise impacting the residence and recommended signage for staff parking so that the visitor parking spots are clear.

Gilkes No additional questions at this time.

Popkin No additional questions at this time.

Site Plan Review

Chairman Maloney stated to the Board that he will read the Site Plan submittal requirements and approval guidelines and asked the Board members to comment if any of the requirements have not been met. Chairman Maloney read the following to the Board Section 200-8.4(D and E):

D. Submittal requirements.

(a) A locus map;

(b) The name of the applicant and property owner, the name of the person preparing the plan, the scale, north arrow, and the date of plan;

(c) The location and boundaries of the lot, adjacent streets or ways, and the location and owners' names of all adjacent properties;

(d) Existing and proposed topography including contours, the location of wetlands, streams, waterbodies, drainage swales, areas subject to flooding, and unique natural land features showing how it enhances and preserves scenic or environmentally sensitive areas along the water frontage;

(e) Existing and proposed structures including dimensions and interior layout of proposed structures;

(f) An elevation plan showing front, side and rear views of the proposed structure to be built.

(g) The location of parking and loading areas, driveways, walkways, access and egress points and distance to the nearest driveways and intersections;



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(h) The location and a description of all proposed septic systems, water supply, storm drainage systems, utilities, lighting, and refuse and other waste disposal methods;

Maloney Inquired on waster removal.

Pacheco Reviewed the location of the trash receptacles with the Board.

(i) Proposed landscape features including the location and a description of screening, fencing and plantings;

(j) The location, dimensions, height and characteristics of proposed signs;

(k) The location, description and percentage of proposed open space or recreation areas;

(l) A snow removal plan;

(m) Handicapped parking/access;

(n) Bicycle parking;

(o) The location and description of all existing and proposed exterior storage;

Maloney Inquired on the proposed storage building and its use.

Pacheco Responded that the storage building will be an add-alt during the bidding process and that it will be used for storing other vehicles such as the boat trailer and kubota trailer.

(p) The location and description of all existing and proposed easements;

(q) Measures to prevent pollution of surface and groundwater, increased runoff, changes in groundwater levels, and flooding;

(r) Design features which will integrate the proposed development into the existing landscape, maintain neighborhood character, enhance aesthetic assets and screen objectionable features from neighbors and roadways;

(s) Control measures to prevent erosion and sedimentation during and after construction and the sequence of grading and construction activities, location of temporary control measures, and final stabilization of the site;

(t) Estimated average daily and peak hour vehicle trips to be generated by the site and traffic flow patterns for both vehicles and pedestrians showing adequate access to and from the site and adequate circulation within the site;



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- Maloney Inquired on daily and peak hour vehicle trips.
- Pacheco Responded that Coombs avenue is a dead-end street with only one residence. Headlights from the staff parking area will not shine into any residences.
- Wozniak Expressed concern about staff parking impacting the nearby residence.
- Strahan Responded that this staff parking area is for shift staff that will park there for a period of 24 hours (8:00 a.m. to 8:00 a.m.).

(u) Any other information required by the reviewing authority in its rules and regulations.

E. Approval guidelines.

- (1) Provision for integrating the project into the existing terrain and surrounding landscape by minimizing use of wetlands, steep slopes, and hilltops; protecting visual amenities and scenic views; preserving unique natural or historical features; minimizing tree, vegetation and soil removal; and minimizing grade changes;
- (2) The use of landscaping to establish buffers between incompatible land uses and to screen unsightly features;
- (3) The provision of open spaces and pedestrian amenities available to the public;
- (4) The arrangement of access points, service roads, driveways, parking areas, lighting, and pedestrian walkways in a manner which maximizes the convenience and safety of pedestrian and vehicular movement within the site and in relation to adjacent ways;
- (5) Ease of access, travel and on-site movement for fire and police equipment and other emergency services for public safety;
- (6) Provisions for underground placement of utilities;
- (7) Provisions for surface runoff and drainage which protects the site and adjacent properties from erosion, maximizes groundwater recharge through Low Impact Development (LID) stormwater techniques, and prevents the collection of surface runoff on paved surfaces which may obstruct pedestrian or vehicular flow;
- (8) The siting of buildings, structures, and open spaces to permit maximum use of passive solar energy, to permit maximum protection from adverse impacts of winds, vapors or other emissions, shadows and noise, and to provide for adequate light, air and circulation;



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- (9) Protection of historic features and design which does not detract from properties in the area;
- (10) Measures to prevent pollution of surface or groundwater, and to prevent increased flooding;
- (11) Compliance with the parking, loading, dimensional, performance standards and all other sections of this ordinance.

The Board reached consensus that all site plan review requirements have been met.

Board Discussion/Decision

Katrina Pacheco, RA of Pacheco Ross Architects, P.C. (on behalf of the City of Greenfield) for property located at 10 & 12 Coombs Avenue, 33 & 35-39 Main Street

Maloney Reviewed the following potential conditions of approval:

- 1) The Applicant shall follow the plan as submitted and as presented to the Board;
- 2) The Applicant shall plant low growing shrubbery between the wheel stops for the parking area in the southwest area of the site and Coombs Avenue;
- 3) The Applicant shall provide a buffer for the electrical transformer pad area to mitigate any noise;
- 4) The Applicant shall follow all federal, state, and local codes.

Wozniak No additional questions or concerns.

Gilkes No additional questions or concerns.

Popkin No additional questions or concerns.

MOTION: Moved by Maloney, seconded by Wozniak, and voted 4:0:0 to approve the application of Katrina Pacheco, RA of Pacheco Ross Architects, P.C. (on behalf of the City of Greenfield) for property located at 10 & 12 Coombs Avenue, 33 & 35-39 Main Street, which is located in the Central Commercial (CC) Zoning District, for a variance and site plan approval pursuant to Sections 200-8.4 and 200-8.7 of the Zoning Ordinance, in order to reduce the 8 foot landscape buffer requirement along Coombs Avenue to 0; and to reduce the required open space from 15% for new development to 7% at this location with the following conditions:

- 1) The Applicant shall follow the plan as submitted and as presented to the Board;
- 2) The Applicant shall plant low growing shrubbery between the wheel stops for the parking area in the southwest area of the site and Coombs Avenue;
- 3) The Applicant shall provide a buffer for the electrical transformer pad area to mitigate any noise, or install a transformer unit designed to reduce noise, or move the transformer pad south to the snow storage area;
- 4) The Applicant shall follow all federal, state, and local codes;



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- 5) **The section under the heading “Sewer Service” in the project review memo from the Engineering Superintendent dated May 4, 2022 does not need to be followed.**

Adjournment:

MOTION: Moved by Wozniak, seconded by Gilkes, and voted 4:0:0 to adjourn the meeting at 8:58 p.m.

Respectfully Submitted,

Eric Twarog, AICP
Director of Planning and Development