



Springfield Planning Board

Regular Meeting

~ Minutes ~

Springfield, MA 01106
<http://www.springfieldcityhall.com>

Alvin Allen
(413) 787-6020

Wednesday, January 17, 2024

6:00 PM

City Hall--Room 220

I. Call to Order

6:00 PM Meeting called to order on January 17, 2024 at City Hall--Room 220, 36 Court Street, Springfield, MA.

Attendee Name	Title	Status	Arrived
Jennifer McQuade		Present	
Gloria DeFillippo		Absent	
Leo Florian		Present	
Rico Daniele		Present	
Rosemary Morin		Present	
Chelsea Choi		Absent	
Martin Cunningham		Present	
Luca Mineo		Present	

II. Acceptance of Minutes

III. Public Hearings: (Continued)

A. Definitve Subdivsion:

1. Petition (ID # 7764)

Elaine Circle Extension and to be Located on the Property Known as NS Boston Road (00280-0057).

Said plan being entitled: **Elaine Circle Extension**

Owner: **Graham Construction, Inc.**

Engineer: **R Levesque Associates, Inc.**

Scale: **1" = 40'**

Date: **Septemebr 2023**

HISTORY:

12/06/23 City Planning Board **CONTINUE VOTE**
Next: **01/17/24**

COMMENTS - Current Meeting:

Modifications:

- Approval shall be conditional on any and all approvals required from the Department of Public Works (DPW) and the Springfield Water & Sewer Commission (SWSC).
- Any and all approvals required from the Springfield Conservation Commission shall be obtained, prior to the issuance of a Building Permit.

- The developer shall be required to maintain the retention pond, located on Lot #16, for two (2) years after the final house is constructed. After the two (2) year period, the City of Springfield shall take over the long-term maintenance. Any and all easements needed for this maintenance shall also be supplied and recorded on the deeds.
- The developer shall contact the City Forester prior to any construction to determine if any significant trees are located on the property.
- The petitioner shall petition and submit all required materials to the Board of Public Works to make this a public way upon completion of all construction. Materials shall include any and all easement(s) documentation.
- All utilities shall be placed underground as per the subdivision regulations.
- The developer shall comply with all DPW and SWSC standards and policies for the design, construction, inspection and acceptance of this project.
- Streetlights shall be installed in accordance with DPW and Eversource specifications.
- Prior to start of construction there shall be a coordination meeting between the developer and all appropriate parties to discuss the following:
 - a. Confirm scope of work to avoid field errors
 - b. Obtain contact information for DPW, SWSC, Contractor(s), Sub-Contractor(s) and Owner
 - c. Review proposed schedule (proposed start/end dates, work hours, etc.)
 - d. Confirmation of roles, responsibilities and authority of all parties
 - e. Confirm erosion control measures/ Storm Water Pollution Prevention Plan (SWPPP), etc.
- The developer shall not deviate from the approved plans without prior written approval from the Planning Board, DPW or SWSC.
- A Performance Agreement, secured by proper bond, deposit of money, Letter of Credit or approved equal in the amount to be determined by the DPW (City unit costs with prevailing wage costs will be used and a 25% contingency will be added for the protection of DPW and the SWSC) shall be fully executed prior to endorsement of the plans or start of construction.
- All drainage structures shall be protected from contamination by storm water runoff during all phases of construction.
- A completed Stormwater Pollution Prevention Plan (SWPPP), as per EPA regulations, shall be submitted to the DPW prior to starting construction.
- Revised plan shall be submitted showing sidewalks shall being installed along both sides of the development.
- Shade trees shall be installed, within the public tree belt, one (1) per lot. Type and variety shall be as per the City Forester.

ATTACHMENTS:

- Elaine_Circle_Ext_Dec_2023 (PDF)

RESULT:	APPROVED [6 TO 0]
AYES:	McQuade, Florian, Daniele, Morin, Cunningham, Mineo
ABSENT:	Gloria DeFillippo, Chelsea Choi

IV. Public Hearings: (New)

A. *Definitive Subdivision:*

1. **Petition (ID # 7822)**

Definitive Subdivision Review of a Layout of a Private Street or Way Designated As: Emma Lane and to be Located on the Properties Known as SS Allen Street (00280-0441, 0448 & 0445).

Said plan being entitled: **Springfield Allen Estates**

Owner: **RJH Estates, LLC**

Engineer: **R Levesque Associates, Inc.**

Scale: **1" = 40'**

Date: **October 2023**

COMMENTS - Current Meeting:

Modifications:

- Approval shall be conditional on any and all approvals required from the Department of Public Works (DPW) and the Springfield Water & Sewer Commission (SWSC).
- Any and all requirements listed in the Springfield Conservation Commission's Order of Conditions, dated 11/29/23, shall be obtained completed.
- The developer shall be required to maintain the retention pond, located on Lot #7, for two (2) years after the final house is constructed. After the two (2) year period, the City of Springfield shall take over the long-term maintenance. Any and all easements needed for this maintenance shall also be supplied and recorded on the deeds.
- The developer shall contact the City Forester prior to any construction to determine if any significant trees are located on the property.
- The petitioner shall petition and submit all required materials to the Board of Public Works to make this a public way upon completion of all construction. Materials shall include any and all easement(s) documentation.
- All utilities shall be placed underground as per the subdivision regulations.
- The developer shall comply with all DPW and SWSC standards and polices for the design, construction, inspection and acceptance of this project.
- Streetlights shall be installed in accordance with DPW and Eversource specifications.
- Prior to start of construction there shall be a coordination meeting between the developer and all appropriate parties to discuss the following:
 - a. Confirm scope of work to avoid field errors
 - b. Obtain contact information for DPW, SWSC, Contractor(s), Sub-Contractor(s) and Owner
 - c. Review proposed schedule (proposed start/end dates, work hours, etc.)

- d. Confirmation of roles, responsibilities and authority of all parties
 - e. Confirm erosion control measures/ Storm Water Pollution Prevention Plan (SWPPP), etc.
- The developer shall not deviate from the approved plans without prior written approval from the Planning Board, DPW or SWSC.
 - A Performance Agreement, secured by proper bond, deposit of money, Letter of Credit or approved equal in the amount agreed upon by DPW (City unit costs with prevailing wage costs will be used and a 25% contingency will be added for the protection of DPW and the SWSC) shall be fully executed prior to endorsement of the plans or start of construction.
 - All drainage structures shall be protected from contamination by storm water runoff during all phases of construction.
 - A completed Stormwater Pollution Prevention Plan (SWPPP), as per EPA regulations, shall be submitted to the DPW prior to starting construction.
 - Shade trees shall be installed, within the public tree belt, one (1) per lot. Type and variety shall be as per the City Forester.

RESULT:	APPROVED [5 TO 0]
AYES:	McQuade, Florian, Daniele, Cunningham, Mineo
ABSENT:	Gloria DeFillippo, Rosemary Morin, Chelsea Choi

V. Non-Subdivision Plans

VI. All Other Matters Properly Before the Board