Westwood Planning Board - Meeting Minutes  
March 10, 2015  
50 Carby Street  
7:30 PM  

Attendance & Call to Order:  
Ch. Rafsky called the meeting to order at 7:44 p.m. and granted WestCat TV permission to record/videotape the meeting.

Present:  
Planning Board members: Steve Rafsky, Steve Olanoff, Jack Wiggin, Bruce Montgomery and Chris Pfaff. Staff members: Nora Loughnane, Director of Community & Economic Development and Janice Barba, Planning & Land Use Specialist (who recorded the minutes).

Discussion of Clapboardtree Street Traffic Conditions  
Town Planner's Summary:  
- Benchmark Assisted Care had intended to meet tonight to discuss a future application pursuant to Section 7.5 Street Access Special Permit section of the Zoning Bylaw that was adopted at the November Special Town Meeting.  
- Yesterday the town received notification that the Attorney General’s Office disapproved Section 7.5 and Benchmark will no longer be required to submit a special permit application.  
- The purpose of this agenda item is to allow local residents to discuss their concerns about the increased amount of traffic on Clapboardtree Street and thoughts on mitigation.

Open Discussion:  
- Ch. Rafsky opened the meeting to hear public comments.

Public Comment:  
Arlene Bonura, 946 Clapboardtree Street; Eleanor Bean, 711 Clapboardtree Street; Charles Bean, 711 Clapboardtree Street; John Dragat, Benchmark Assisted Care; Brother Daniel Skala, Xaverian Brothers High School; Town Administrator Michael Jaillet; Selectman Michael Walsh; Town Engineer Jeff Bina.

Comments:  
- Heavy traffic, difficulty exiting private driveways, delays and traffic stacking at Clapboardtree Street and Washington Street intersection, ineffective timing of traffic lights

Possible Solutions:  
- Widen the road through land acquisition to allow for new left-hand turning lane, add a third lane, correct traffic light timing  
- Planning Board and Board of Selectmen will continue to study this issue and will seek input and cooperation from the Town of Norwood as well.

Public Hearing for Consideration of Proposed Street Access Special Permit Zoning Bylaw Amendment Article for Annual Town Meeting  
Ch. Rafsky opened this hearing by reading the legal notice of public hearing.  
Summary:  
- Special Counsel Dan Bailey was present to recommend revisions of the language of this article in order to increase the likelihood of approval by the Attorney General’s Office.  
- Article renamed to Section 7.5 Access Permit Overlay District: Overlay district shall be called the Clapboardtree Street/Canton Street corridors Overlay. (Summary provided on Purposes, Permit Granting Authority, Relationship to Other Districts, Jurisdiction, Requirements, Access Permit, Public Hearing, and Location.)  
- Board members exchanged questions and answers with Mr. Bailey.  
- Mr. Bailey left the Planning Board meeting to present the revised Article 10 to the Finance and Warrant Commission at its meeting currently in progress.

Public Comment:  
- Mark Chantosky, attorney for Benchmark, raised a question about procedure.

Motion/Action Taken:
Upon a motion by Mr. Olanoff and seconded by Mr. Pfaff the board voted unanimously in favor to continue this hearing to Monday, March 23rd at 7:00 p.m., at the Library Conference Room, 660 High Street.

Continuation of Public Hearing to Consider EIDR Approval of Proposed Alterations at Needham Bank – 341 Washington Street
Peter Zahka, Attorney for Needham Bank, project manager Vic Taylor, and Architect Andrew Zaleweski from MZO Group were present.

Presentation:
- 2008 plans were revised to show 20 parking spaces were displayed, pavement removed in buffer zone, restore impervious surface, proposed striped island to improve circulation and safety issues; additional pavement in the left corner will be removed.

Town Planner’s Summary:
- Needham Bank will be required to restore the buffer area and to redesign the parking lot to achieve compliance with public safety standards and applicable parking design requirements.
- A complete redesign of the parking lot to achieve a safe, efficient facility is required.
- Fully revised plans including paper and an electronic version are required.
- The town engineer will review the plans for compliance.

Motion/Action Taken:
Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff the board voted unanimously in favor to continue this hearing to Tuesday, April 14th at 7:30 p.m., in the Champagne Meeting Room, 50 Carby Street.

Continuation of Public Hearing to Consider Proposed Far Reach Road Definition Subdivision

Town Planner’s Comments:
Ms. Loughnane informed the board that the Applicant has requested the immediate continuation of this hearing to allow sufficient time for the filing of an OSRD Application for the proposed development.

Motion/Action Taken:
Upon a motion by Mr. Olanoff and seconded by Mr. Pfaff the board voted unanimously in favor to immediately continue this hearing without testimony taken to Monday, April 27th at 8:00 p.m., in the Champagne Meeting Room, 50 Carby Street.

Continuation of the Public Hearing for Consideration of the Proposed Zoning Bylaw Amendment Articles for Annual Town Meeting

Town Planner’s Summary:
- Ms. Loughnane reported that most of the proposed Articles 1-9 and the petition article remain substantially the same as described by the Planning Board at its meeting with the March 3rd Finance & Warrant Commission hearing.

Discussion:
Article 2 – Add a new Section 8.4 - Moratorium on the Issuance of Senior Residential Development Special Permits
- The current SRD bylaw is not meeting the needs of the Town and more time is needed for appropriate revisions to the provisions, standards, criteria and conditions
- Suggestion to add language in Section 8.4.1.1 “no application for Senior Residential Development shall be accepted and no Special Permit shall be granted”

Add new Section

8.4.1.3 Exception. Notwithstanding the requirements of Sections 8.4.1.1 and 8.4.1.2, the Planning Board may accept, consider, and approve, with or without conditions, or deny up to three (3) applications for SRD special permits within the period of moratorium, as long as said applications conform to the following additional standards:

8.4.1.3.1 A SRD project considered under this exception shall be permitted only within the Single Residence B (SRB), Single Residence C (SRC), and Single Residence E (SRE) districts,
8.4.1.3.2 The tract of land for a SRD project considered under this exception shall contain a minimum of 120,000 square feet in SRB, 200,000 square feet in SRC, and 400,000 square feet in SRE.

8.4.1.3.3 The total number of dwelling units in a SRD Project considered under this exception shall be determined, at the Board’s sole discretion, not to exceed five (5) dwelling units per acre of land. In determining the project density, the Planning Board shall first subtract from the overall project land area all land which the board determines to be unsuitable for development.

8.4.1.3.4 All dwelling units shall be contained in detached or attached cottage style buildings.

8.4.1.3.5 No building shall contain more than three (3) dwelling units.

8.4.1.3.6 No dwelling unit shall contain more than two (2) bedrooms.

Article 4 – Add (EMM) and capitalization correction, regrading instead of regarding, add or Planning Board

Article 5 – 2) Manufacturing – remove capitalization of certain words 4) add “Non-commercial Scale Solar”

Article 7 – typo – works should be words

Article 8 – add “including the following:” add 1) “Delete the section reference to Section 4.3.3.6…. etc.”

Article 9 – Under “Definitions” add “Demolition: Any act of pulling down, destroying, removing or razing a building and/or structure or commencing the work of total or substantial destruction with the intent of completing the project.” Under “Demolition Permit” – remove “partial demolition” Delete “Local Historic District” Under Section 1.3.1 - Add “including contributing properties within the Colburn School Historic District and the Fisher School Historic District.” Under Section 1.4.2 – change 95 to 65, Under Section 1.4.3 - add the words “three hundred”, also Add: “In cases where it is known that additional approvals will be required for the proposed redevelopment of the premises, including zoning variances, special permits, and/or subdivision approvals, notice of the Commission’s public hearing shall be provided to the authority responsible for granting such approvals.” Delete Section 1.4.7 and renumber. Under 1.6.2 delete “either partially or fully”

Article 10 – 2) delete [Street Access Special Permit and add “Access Approval Overlay District”] correct Section 7.5 to reflect this change.

Public Comment:
- Edward Musto, 36 Blue Hill Drive, John Glossa, Glossa Engineering. Peter Paravalos, Chair of the Westwood Historical Commission was present during the discussion of Article 9 – Demolition Delay Bylaw.

Motion/Action Taken:
Upon a motion by Mr. Montgomery and seconded by Mr. Pfaff the board voted unanimously in favor to continue this hearing to Monday, March 23rd at 7:00 p.m., in the Library Conference Room, 660 High Street.

Pre-application Conference for Proposed Open Space Residential Development (OSRD) and Definitive Subdivision – 565 Gay Street
Presentation:
- John Glossa, Glossa Engineering presented updated plans of a previously proposed 2-lot OSRD project at 565 Gay Street adjacent to Gay Farm Way for consideration as a conventional Definitive Subdivision.
- Proposed to demolish existing house
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- Lot 1 – 143,000 sq. ft. and Lot 2 106,000 sq. ft. Each lot meets frontage and upland requirements.
- This plan would require the Planning Board to consider waivers of road construction requirements.

Board Questions & Comments
- Questions about lot shape formula, sight distance and proposed driveway/road

Public Comments:
None

Motion/Action Taken:
None needed.

Continuation of Public Hearing for Consideration of EIDR Approval for Proposed New Fire Station – 300 Washington Street
Ms. Loughnane reported that Fire Chief William Scoble continues to work with project consultants on the development of new plans for an emergency radio communication tower and that the plans are not yet complete. She suggested an immediate continuance of the hearing.

Motion/Action Taken:
Upon a motion by Mr. Olanoff and seconded by Mr. Pfaff the board voted unanimously in favor to immediately continue this hearing without testimony taken to Tuesday, March 24th at 7:30 p.m., in the Champagne Meeting Room, 50 Carby Street.

Continuation of Public Hearing for Consideration of EIDR Application for Prime Dealerships – 375 & 411 Providence Highway
Matt McGovern of Prime Motor Group, attorneys Paul Ayoub and Tony Antonellis, David Mackwell of Kelly Engineering Group, Connolly Brothers and Hawk Design Group were present.

Presentation:
Mr. McGovern gave a brief summary of the status of the plans since the last hearing.

Peer Review Comments:
- Phil Paradis, Greg Lucas and Matt Crowley of BETA Group, Inc. provided a detailed outline with findings, comments and recommendations. (A few minor items to be resolved related to stormwater management, utility easements and traffic.)
- Michael Sinesi of KAO Design Group provided an architectural peer review of the project with regard to rear elevations, access and visibility and landscaping. (All items have been addressed.)

Board Comments:
- Encouraged Proponent to seek access on 355 Providence Highway
- Question about parking on Glacier Drive
- Questions about sign to enhance entrance
- Board members indicated to the Proponent that the overall project and proposed site layout are in compliance with EIDR standards and that the development is on track to EIDR Approval at a subsequent meeting.

Public Comments:
Paul Kelly, 107 Willard Circle

Motion/Action Taken:
Upon a motion by Mr. Montgomery and seconded by Mr. Pfaff the board voted unanimously in favor to continue this hearing to Tuesday, April 14th at 8:30 p.m., in the Champagne Meeting Room, 50 Carby Street.

Upon a motion by Mr. Wiggin and seconded by Mr. Montgomery the board voted unanimously in favor to authorize Town Planner Nora Loughnane to recommend that the Conservation Commission and Zoning Board of Appeals favorably consider the revised plans at their upcoming hearings in March.
New Business:
None

Adjournment:
Upon a motion by Mr. Montgomery and seconded by Mr. Pfaff, the board voted unanimously in favor to adjourn the meeting at approximately 11:20 p.m.

Next Meeting:
Monday, March 23rd at 7:00 p.m., Library Conference Room, 660 High Street
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<tr>
<td>Letter to N. Loughnane from BETA Group, Inc. dated 02-18-15 re: Prime Motor Group Peer Review</td>
<td>PDF</td>
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<tr>
<td>CC Memo to P. Paradis of BETA from KAO Design Group, dated 03-09-15 re: Prime Motor Group Architectural Peer Review</td>
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<td>Flow Diagram – Town of Westwood – Demolition Delay Bylaw Process</td>
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<td>Legal Notice of Public Hearing for Proposed Amendments to the Town of Westwood Zoning Bylaw &amp; Official Zoning Map: Article 10 Section 7.5 – Street Access Special Permit</td>
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<td>Draft Article Section 7.5 – Access Permit Overlay District - by D. Bailey</td>
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<tr>
<td>UPDATED Legal Notice of Public Hearing for Proposed Zoning Amendments to the Town of Westwood Zoning Bylaw &amp; Official Zoning Map: Article 10 – Section 7.5 ACCESS APPROVAL OVERLAY DISTRICT</td>
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<tr>
<td>Legal Notice of Public Hearing for Proposed Zoning Amendments to the Town of Westwood Zoning Bylaw &amp; Official Zoning Map: Articles 1-9 and Petition Article #1</td>
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<td>REDLINED Legal Notice of Public Hearing for Proposed Zoning Amendments to the Town of Westwood Zoning Bylaw &amp; Official Zoning Map: Articles 1-10 INCLUDES EDITS MADE 3-10-15</td>
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<tr>
<td>Draft Plans 565 Gay Street – Conventional Subdivision Plan</td>
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