

**TOWN OF WESTWOOD**  
COMMONWEALTH OF MASSACHUSETTS

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**PLANNING BOARD**

**PLANNING BOARD APPROVAL**

Environmental Impact & Design Review (EIDR) Approval  
November 7, 2024

**PROPERTY LOCUS** Fire Station 1  
637 High Street  
Assessor’s Map 14, Lot 046

**APPLICANT** Town of Westwood  
580 High Street  
Westwood, MA 02090

**PROPERTY OWNER** Town of Westwood  
580 High Street  
Westwood, MA 02090

**APPLICATION** #PB-24-43

**BACKGROUND AND PROJECT SUMMARY**

The Applicant proposes to demolish the existing 14,802 SF Fire Station 1 and build a new Fire Station with a gross floor area of 35,833 SF, including but not limited to, apparatus bays, offices, conference and training areas, decontamination areas, triage area, maintenance bay, utility spaces, dormitories, kitchen, dining and living areas, restrooms, laundry facilities, and fitness room, with associated exterior lighting, landscaping, utilities, drainage, mechanical equipment, generator, and onsite parking, at 637 High Street, Westwood, MA 02090 in accordance with PB-24-43.

The property is in the Single Residence C (SRC) zoning district, and within the Upper Story Residential Overlay District (USROD), Wireless Communications Overlay District (WCOD), and Water Resource Protection Overlay District (WRPOD). The proposed work is subject to Environmental Impact Design Review (EIDR) Approval pursuant to Section 7.3 of the Town of Westwood Zoning Bylaw.

**STATEMENT OF FINDINGS**

Having reviewed the plans and reports filed by the Applicant and its representatives and having considered the technical analysis and supplemental information provided during the course of the public hearing, correspondence and testimony from representatives of various boards, commissions, and departments within the Town of Westwood, and from all other interested parties, the Town of Westwood Planning Board (hereinafter “Planning Board”) makes the following procedural findings and project findings:

**PROCEDURAL FINDINGS**

1. On August 22, 2024, an application was filed by or on behalf of the Town of Westwood pursuant to Section 7.3 [Environmental Impact and Design Review] of the Westwood Zoning Bylaw with the Westwood Planning Board and the Westwood Town Clerk (hereinafter "Application").
2. Pursuant to M.G.L. Chapter 40A, Sections 9 and 11 and the applicable provisions of the Westwood Zoning Bylaw and Rules and Regulations of the Westwood Planning Board (hereinafter "Rules and Regulations"), the Planning Board caused notice of the public hearing to be published in *Hometown Weekly*, a newspaper of general circulation in Westwood, on September 5, 2024, and September 12, 2024. Notice of the public hearing was posted in Westwood Town Hall commencing on August 22, 2024, and continuing through the opening of the public hearing on September 24, 2024. Said notice was mailed postage prepaid to all Parties in Interest as defined in M.G.L. Chapter 40A, Section 11 on September 6.
3. The Planning Board provided digital copies of the Application to other Town of Westwood boards, commissions, departments, and officials, including, but not limited to, the Select Board, Conservation Commission, Westwood Historical Commission, Pedestrian & Bicycle Advisory Committee, Building Division, Health Division, Department of Public Works, Fire Department, Police Department, and Dedham-Westwood Water District on August 27, 2024.
4. After notice and publication were provided pursuant to M.G.L. Chapter 40A, Section 9 and 11, the Public hearing for the Application commenced on September 24, 2024, via Zoom Webinar. No information was presented at the initial hearing session on September 24, 2024, and the hearing was immediately continued to October 15, 2024.
5. All hearing sessions were held pursuant to Chapter 20 of the Acts of 2021, which was extended by Governor Healey on March 29, 2023, through An Act Extending Certain COVID-19 Measures Adopted during the State of Emergency, including an extension, until March 31, 2025, of the remote meeting provisions the previous administration's March 12, 2020, Executive Order.
6. All hearing sessions were filmed live by Westwood Media Center, and available for viewing on Westwood Media's YouTube Channel and on Comcast Channel 6 and Verizon Channel 42.
7. On October 15, 2024, the Planning Board met remotely via Zoom Webinar, where a presentation was made by the Applicant and its representatives, with public questions and comments accepted through live time audio and through the Zoom Question & Answer function. Following discussion, the hearing was continued to October 29, 2024, and additional comments were accepted by mail, email, and phone call.
8. On October 29, 2024, the Planning Board met remotely via Zoom Webinar, where a presentation was made by the Applicant and its representatives, with public questions and comments accepted through live time audio and through the Zoom Question & Answer function. Following discussion, the hearing was continued to November 7, 2024, and additional comments were accepted by mail, email, and phone call.

9. On November 7, 2024, the Planning Board met remotely via Zoom Webinar, where a presentation was made by the Applicant and its representatives, with public questions and comments accepted through live time audio and through the Zoom Question & Answer function.
10. Westwood Planning Board Members Ellen Larkin Rollings, Sean R. Weller, Joshua C. Ames, Kathleen Nee and Philip M. Giordano were present for the October 15, 2024, October 29, 2024, and November 7, 2024, hearing sessions and deliberated on the Application at a duly authorized meeting on November 7, 2024. (Joshua C. Ames was not present for the initial September 24, 2024, public hearing session, which hearing session was opened and immediately continued to October 15, 2024, without discussion.) On November 7, 2024, the Planning Board voted unanimously to grant Environmental Impact & Design Review Approval in a roll-call vote with five (5) in favor and none (0) opposed.
11. Following the Planning Board's vote on November 7, 2024, the hearing was continued to December 19, 2024, to allow for the Planning Board's consideration of any plan modifications that might be required by the Zoning Board of Appeals following its November 18, 2024, consideration of an application for the same Project. (The Zoning Board of Appeals granted the requested Variances and Special Permit on November 18, 2024 without any plan modifications.)
12. On November 19, 2024, the hearing was immediately continued to January 7, 2025, to allow for the Planning Board's consideration of any plan modifications that might be required by the Conservation Commission following its December 11, 2024, consideration of an application for the same Project. If the Conservation Commission requests any plan modifications, those plan modifications will be considered by the Planning Board on January 7, 2025, and may be approved by modification or amendment of this Decision.

## **PROJECT SPECIFIC FINDINGS**

1. The subject property is comprised of a 44,128 SF (1.013 acre) parcel located at 637 High Street and shown as Map 14, Lot 046 on the Westwood Board of Assessor's Map (hereinafter "Project Site" or "Property").
2. The Project Site currently contains a two-story, Fire Station with a gross floor area of 14,802 SF and associated parking and outdoor training area.
3. The Property is bordered by residential uses on the north, east, and west borders and a funeral home on the south border. It is also in close proximity to Westwood Town Hall and Police Station to the North and the main Westwood Public Library to the South.
4. The Applicant proposes to demolish the existing Fire Station 1 and build a new Fire Station with a gross floor area of 35,833 SF, including but not limited to, apparatus bays, offices, conference and training areas, decontamination areas, triage area, maintenance bay, utility spaces, dormitories, kitchen, dining and living areas, restrooms, laundry facilities, and fitness room, with associated exterior lighting, landscaping, utilities, drainage, mechanical equipment, generator, and onsite parking. A total of twenty-six (26) parking spaces, including two (2) handicap accessible spaces and (2) electrical vehicle (EV) charging spaces, are proposed. Six

(6) parking spaces will be in the front parking lot, accessible from High Street, and twenty (20) parking spaces in the rear parking lot, accessible from Hillcrest Place. An existing driveway providing direct access to the rear parking lot from High Street will be eliminated.

5. The Project Site is located within the Single Residence C (SRC) zoning district, and within the Upper Story Residential Overlay District (USROD), Wireless Communications Overlay District (WCOD), and Water Resource Protection Overlay District (WRPOD). The proposed work is subject to Environmental Impact Design Review (EIDR) Approval pursuant to Section 7.3 of the Town of Westwood Zoning Bylaw. The Planning Board is the Granting Authority for EIDR Approval.
6. The beneficial effects of the project will outweigh any adverse impacts on the Town or the neighborhood, in view of the particular characteristics of the site and of the Project in relation to that site, and the uses allowed are in harmony with the general purpose and intent of Section 7.3 of the Zoning Bylaw.
7. The Project, as modified by the Conditions of this Decision, will not be detrimental to the Town or to the general character or visual appearance of the surrounding properties, and will be consistent with all applicable standards set forth in Section 7.3.8 of the Westwood Zoning Bylaw.

### **APPLICATIONS AND PLANS**

The Planning Board evaluated the Application filed by or on behalf of the Applicants in the Office of the Town Clerk on August 22, 2024, and all material submitted through the November 7, 2024, public hearing session. All of the following plans and materials are hereby incorporated by reference and made part of this Decision:

1. EIDR Application PB-24-43 received by the Town Clerk on August 22, 2024, consisting of eight (8) pages (as updated and supplemented through November 7, 2024);
2. Detailed project description titled "Detailed Project Description", prepared by Dore + Whittier, 260 Merrimac Street, Building 7, Newburyport, MA 01950, dated August 20, 2024, consisting of one (1) page;
3. Site and architectural plans titled "Westwood Fire Station", prepared by Dore + Whittier Architects Inc. and Langan Engineering and Environmental Services, Inc., 100 Cambridge Street, Suite 1310, Boston, MA 02114, unstamped, dated August 22, 2024, and revised through November 4, 2024, consisting of thirty (30) sheets;
4. Renderings, untitled, prepared by Dore + Whittier Architects Inc., dated November 4, 2024, consisting of six (6) pages;
5. Stormwater management plan titled "Stormwater Management Report for Westwood Fire Station 1, 637 High Street, Westwood, MA,": prepared by Langan Engineering and Environmental Services, Inc., stamped by Registered Professional Engineer John Perry, dated September 20, 2024 and revised through November 4, 2024, consisting of two hundred and ninety-eight (298) pages;
6. Traffic impact study titled "Traffic Impact Assessment, Westwood Fire Station, 637 High Street, Westwood, MA, Langan Project No.: 151043301," prepared by Langan

Engineering and Environmental Services, Inc., dated September 20, 2024, and revised through November 4, 2024, consisting of six (6) pages;

7. Sustainability impact memo regarding "7.3.8.11 Sustainability," prepared by Dore + Whittier, dated November 4, 2024, consisting of two (2) pages;
8. Site photos, provided by Dore + Whittier Architects Inc., undated, consisting of thirteen (13) pages;
9. Example generator photos from Pine Hill School, provided by Dore + Whittier Architects Inc., undated, consisting of three (3) images;
10. Document titled, "Westwood FS1 Permitting Review Comments," prepared by Dore + Whittier, dated October 28, 2024, consisting of seven (7) pages;
11. Document titled, "Response to Comments 10/29/24," , prepared by Dore + Whittier, undated, consisting of eight (8) pages; and
12. Property Owner Application Authorization form, signed by Town of Westwood Town Administrator Christopher Coleman, dated August 23, 2024, consisting of one (1) page.

### **DECISION**

On November 7, 2024, the Planning Board evaluated the Application in relation to the above Findings, and as the approving authority, by a roll call vote of five (5) in favor and none (0) opposed, hereby **grants** the Environmental Impact & Design Review (EIDR) Approval pursuant to Section 7.3 of the Westwood Zoning Bylaw for the Project as described above and in the Application therefor filed with the Town Clerk on August 22, 2024, and revised and supplemental material received through the public hearing session on November 7, 2024, subject to the Conditions stated herein, all of which are an integral part hereof:

### **CONDITIONS OF APPROVAL**

1. Except as modified by the conditions and findings hereof, the Project shall comply with the Project Plans, in all respects, and the Applicant shall pursue completion of the project with reasonable diligence and continuity.
2. If the Project, or any Condition imposed in this Decision, requires any other permit, license, or other approval from any board or commission, or any agency of the Town of Westwood, or other regulatory agency of the Commonwealth or the federal government, the Applicant shall make an appropriate application for the same and shall obtain all required approvals prior to the start of any work. If any condition of such permit, license, or other approval from any other board, committee, or agency is inconsistent with this Decision, the Applicant shall make application to the Planning Board for an amendment of this Decision, and the Planning Board shall consider such application in accordance with the requirements of M.G.L. Chapter 40A §9 and all applicable Planning Board rules and regulations.
3. Any proposed alterations, modifications, deletions or changes to the EIDR Approval shall be requested in writing to the Town Planner and Building Commissioner prior to implementation. Proposed alterations which are considered de minimis by the Building Commissioner may be accepted as a note to the file. Proposed alterations

which are considered minor by the Building Commissioner shall require the filing of an Application of Modification of the EIDR Approval for review by the Planning Board at a publicly posted Planning Board meeting. Proposed alterations which are determined to be major by the Building Commissioner or by the Planning Board, shall be considered by the Planning Board as a formal Amendment to the EIDR Approval and will require a new public hearing before the Planning Board.

4. The Applicant shall submit a fully revised set of site plans, and updated Operations & Maintenance (O&M) Plan addressing all remaining comments in the Memorandum from Anthony Carraggi and Philip Paradis, PE, of BETA Group, Inc. to Town Planner Elijah Romulus and DPW Director Todd Korchin, dated November 7, 2024, and addressing the following specific requirements expressed by a majority of Planning Board members in the course of the November 7, 2024 hearing session:
  - a. Add note requiring all floor drains in Apparatus Bays and Mechanics Bay are piped to oil/grease separators and then to sanitary system;
  - b. Add note indicating new location for existing free-standing Fire Station sign;
  - c. Add note requiring use of tinted cement concrete pavement on the apparatus apron to distinguish the apron area from High Street sidewalk;
  - d. Add note requiring unpainted aluminum or black powder-coated finish on transformer and electric cabinets; and
  - e. Revise plant schedule to accurately reflect plantings depicted on Sheet LP101.
  - f. Indicate height and width of red Maple (*acer rubrum*) and Armstrong columnar red maple (*acer rubrum* "Armstrong") at the time of planting on Sheet LP101.
  - g. Indicate revision dates on all sheets.

Said fully revised set of site plans and updated O&M Plan shall be reviewed by the Town Planner and approved if consistent with all of the above.

5. The Applicant shall submit a fully revised set of architectural plans, addressing the following specific requirements expressed by a majority of Planning Board members in the course of the November 7, 2024 hearing session:
  - a. Add second soldier course at base of the front pediment in a manner similar to Alternate Proposal #1;
  - b. Replace label that currently reads, "Natural Stone Veneer" with a label reflecting the specific concrete product to be used for the base of the building;
  - c. Add note requiring salvage of historic medallion for relocation at location to be determined by Fire Chief.

Said fully revised set of architectural plans and updated O&M Plan shall be reviewed by the Town Planner and approved if consistent with all of the above.

6. The Applicant shall obtain approval by the Town Planner for any signage not included in this Application and shall obtain all required Signage Permits from the Building Division prior to installation.
7. The Applicant shall submit a Storm Water Pollution Prevention Plan (SWPPP) for review and approval by the Town Planner and Consulting Town Engineer prior to the issuance of a Building Permit for the Project.

8. The Applicant shall obtain In-situ Saturated Hydraulic Conductivity Testing in accordance with Section 11.A.15 of Westwood's Stormwater Management Regulations prior to any construction activity on the Property.
9. Prior to the start of construction activity, the Applicant shall work cooperatively with the Town Planner, Public Safety Officer, and DPW Director to review and consider improvements to the "Do Not Block the Box" signage and striping at the Windsor Road/High Street intersection, and to facilitate signal timing adjustments in order to realize operational improvements at said intersection.
10. All Project-related construction activities, including but not limited to tree removal, earth material movement, paving, utility work, foundation work, and vertical construction activity, shall comply with the following timeframes: Monday through Friday between the hours of 7:00 a.m. and 7:00 p.m., and Saturday between the hours of 7:00 a.m. and 5:00 p.m. There shall be no construction activity on Sundays, Town-observed holidays, or outside the aforementioned time frames without advance written approval from the Town Administrator for work which could not reasonably be scheduled during the times indicated.
11. In addition to the above restrictions on the time of construction activities, delivery trucks larger than 25' in length or offloading in a public right-of-way shall be strictly prohibited from entering or exiting the Property between the hours of 7:00 a.m. and 9:00 a.m., and between the hours of 4:00 p.m. and 6:00 p.m. Mondays through Fridays. The only exception to this restricted timing shall be for the delivery of steel or delivery of other construction materials approved by the Town Administrator, which the Applicant shall schedule as efficiently as possible with timely notice to residential abutters.
12. The Applicant shall engage a Police Detail, at appropriate stages in the construction project, to assist with trucks entering and exiting the site and adjacent neighborhood, and to facilitate safe vehicular, pedestrian and bicycle traffic throughout the area.
13. The Applicant shall make sufficient arrangements for off-site parking of personal vehicles used by workers engaged in the construction project. There shall be no parking of any vehicles associated with the construction project on Windsor Road, Hillcrest Place, Oxford Road, or other nearby residential streets during any portion of the construction project.
14. The Applicant shall promptly repair any damage which the Applicant or its agents cause to sidewalks, street pavement, street signs, trees, tree grates, curbing, driveway aprons, signs, or other fixtures or features within the public rights-of-way. Such repairs shall be performed to Department of Public Works' standards.
15. The Town of Westwood Department of Public Works shall be notified at least 48 hours prior to installation of infiltration systems, catch basins, and drainage chambers, and shall be afforded an opportunity to be present during the installation and backfill.
16. All chemicals used during construction shall be located in a designated containment area and shall be located on an impervious surface designed to prevent the discharge of contaminated run-off into the soil or groundwater.

17. All building mounted light fixtures shall be designed and installed to prevent glare onto nearby properties. No fixture shall be mounted higher than fifteen (15) feet above the ground directly below such fixture.
18. Parking lot site lighting may remain on throughout the night only where needed for security purposes. All other exterior lighting shall be turned off between the hours of 10:00 p.m. and 5:00 a.m., and may be equipped with motion sensors to allow as-needed illumination during the overnight hours.
19. All waste and/or recycling containers, compactors, dumpsters, and similar features shall be fully screened from view by gated solid enclosures which shall not include chain link fencing. All such dumpsters, compactors, or containers shall have an impermeable lid or cover integral to the dumpster, compactor or container itself, and shall be located on an impervious cementitious concrete surface designed to prevent the discharge of contaminated run-off or leachate into the soil or groundwater. Gates shall be closed and fastened at all times other than active loading and/or unloading of trash and/or recycling materials. Waste and/or recycling containers shall not be filled or emptied between the hours of 12:00 a.m. and 6:00 a.m.
20. All generators, HVAC Units, electrical switch gear, electric transformers, and similar features shall be fully screened from view by landscape materials and/or gated solid enclosures which shall not include chain link fencing and shall be such color as approved by the Town Planner.
21. The Applicant shall provide a Noise Study for review and approval by the Town Planner, prior to the issuance of a Building Permit, which shall measure the ambient noise level and shall demonstrate that the Generators, HVAC units, and similar noise producing elements will not exceed five (5) decibels above ambient noise level. Generators, HVAC units, and similar noise producing elements shall be shielded with appropriate sound attenuation materials to minimize disturbance to occupants of abutting properties. Generators shall be tested on weekdays between and 1:00 p.m. and 2:00 p.m.
22. Bicycle racks shall be installed and maintained in compliance with the Planning Board's current Bicycle Parking Standards and shall be located a minimum of two (2) feet from any obstructions on at least three sides such as walls, landscaping, signage or other street furniture as shown on the Project Plans.
23. Sidewalks across driveways on High Street shall be continuous and maintain the existing height of the adjacent sidewalk. The driveway apron shall slope down to meet the grades of the street and the site's driveway, as shown on the approved plans. All work within the public right-of-way including sidewalk replacement, utility work, and curbing repairs shall be coordinated with the Town of Westwood's Department of Public Works, as appropriate.
24. All landscaping approved herein shall be installed at the earliest possible date, but only during the spring growing season running from April 15 thru June 15 or during the fall growing season running from September 15 thru November 15. Any plantings that do not survive shall be replaced in-kind in perpetuity at the Property Owner's expense.
25. The Applicant shall submit As-Built plans at the conclusion of construction, which shall indicate the location of all stormwater structures, pipes, utilities and/or

appurtenances which remain on the site, prior to the issuance of a Certificate of Occupancy for the Property. The As-Built plans shall be delivered in a format approved by the Information Systems Director for compatibility with the Town of Westwood GIS database.

26. A copy of this Decision and the Project Plans shall be kept on the Project Site at all times during construction.
27. This EIDR Approval shall lapse if a substantial use thereof or construction thereunder has not begun, except for good cause, within two (2) years following the grant thereof. The Planning Board may extend such approval, for good cause, upon the written request of the Applicant. In the case of this Approval, the term "substantial use thereof or construction thereunder" shall mean the commencement and substantial continued progress of the approved activity.

**RECORD OF VOTE**

The following members of the Planning Board voted on November 7, 2024, to grant EIDR Approval for the abovementioned Project with conditions as set forth above: Ellen Larkin Rollings, Sean R. Weller, Joshua C. Ames, Kathleen Nee, and Philip M. Giordano.

The following members of the Planning Board voted in opposition to the EIDR Approval for the abovementioned Project: None.



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Elijah Romulus, Town Planner  
November 25, 2024