

**WESTWOOD
FINANCE AND WARRANT COMMISSION**

**WARRANT AND RECOMMENDATIONS
FOR THE SPECIAL TOWN MEETING**

**SPECIAL TOWN MEETING
NOVEMBER 17, 2014 – 7:30 P.M.
HIGH SCHOOL AUDITORIUM**



WESTWOOD TOWN HALL



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THE FINANCE AND WARRANT COMMISSION

2014 SPECIAL TOWN MEETING REPORT

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FINANCE AND WARRANT COMMISSION MEMBERSHIP

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Craig Foscaldo, Vice Chairman

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David Blessing	Peter Kane
Julianne Bride	Thomas Looney
Cynthia Buckley	Peter Neville
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James Ferraro	Robert Uek
	Margery Eramo Young

Sheila Nee, Administrator



WESTWOOD FINANCE AND WARRANT COMMISSION
A MESSAGE TO RESIDENTS
FROM CHAIRMAN MARIANNE LEBLANC CUMMINGS

Dear Resident,

First and foremost, please attend the Special Town Meeting on November 17!

The November 17 Special Town Meeting Warrant consists of 19 articles ranging in issues from the design of new public safety facilities to several zoning amendments.

Three warrant articles (Nos. 4, 5, 6) request funding to address Westwood's aging public safety facilities. The deficiencies in our existing public safety facilities, in addition to increasing staffing demands within the police and fire departments, led to the formation of a Public Safety Facilities Task Force, with representation from the Finance and Warrant Commission (Fincom). Over the last 18 months the Task Force has diligently studied the Town's needs and suitable options for meeting them. We gratefully acknowledge the significant public service provided by the members of this Task Force, which resulted in the warrant articles presented.

The Fincom unanimously supports these requests that will provide the Town with modern and reliable public safety services.

The 15 member Fincom has spent considerable time and effort to question and/or comment on all these issues prior to their presentation to you, the Town Meeting voters. The Fincom also conducted a public hearing on October 20 to solicit input from residents prior to voting their recommendations.

Following each article is the Fincom recommendation as well as comments (*italicized text*) summarizing the purpose of the article and reason(s) for the Fincom's recommendation.

We urge you to review the issues to be voted on November 17 and plan to attend to participate in important decisions pertaining to our Town.

Sincerely,

Marianne LeBlanc Cummings, Chairman



What Goes On At Town Meeting?

A Message from the Moderator

Our Town Meeting is conducted in accordance with the Town Bylaws (Article 3) and Massachusetts Law. Some major matters of procedure are summarized below.

General Information

- The moderator presides at the meeting and is responsible for ruling on procedural matters, overseeing orderly debate and preserving decorum.
- One hundred and seventy-five (175) registered voters constitute a quorum.
- Registered voters are entitled to attend, address the meeting and vote. Guests may attend the meeting, but can address the meeting only with the approval of the meeting.
- Warrant articles are presented in numerical order. A motion to take an article out of order requires a 2/3 vote of those present and voting.

Motions, Motions to Amend, and Votes Required

- An article in the warrant states a question for the town meeting to answer. A motion is a proposed answer to the question and must be within the scope (intent) of the article.
- The recommendation of the Finance and Warrant Commission is the first motion under an article and is considered the main motion.
- The motion of the Finance and Warrant Commission is open for discussion by the voters.
- Motions to amend the main motion, which are within the scope of the warrant article, may be made on town meeting floor.
- Ordinarily motions require a majority vote of the voters present and voting to pass. Certain motions require a 2/3, 4/5 or even a 9/10 due to provisions of Massachusetts law or the Town Bylaws. The moderator will announce the voting requirement before each vote is taken.

Motions for Indefinite Postponement and Motions to Reconsider

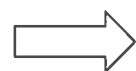
- A motion for indefinite postponement is equivalent to a motion that no action be taken under the article and such motion may not be amended.
- If the voters defeat the motion for indefinite postponement, favorable action on the subject matter of the article requires a motion to that effect.
- A motion to reconsider an article may only occur on the same night the article was voted and shall require a two-thirds (2/3) vote of those present and voting and shall not be made again.

Rules of Debate and Vote Counting

- A voter desiring to speak should rise, await recognition by the moderator, identify themselves when recognized and stand while speaking.
- All votes are taken in the first instance by voice vote and the moderator determines whether the motion carried or was lost. If the moderator cannot decide by the sound of voices, or if her announcement of the vote is doubted by seven (7) or more voters raising their hands for that purpose, the moderator shall without debate determine the vote by ordering a standing vote, or she may order a vote by secret written ballot.

**The Issues.....
2014 Special Town Meeting
Summary of Warrant Articles**

Article No.	Article Description	Page No.
1	Appropriate additional FY15 State aid	5
2	Supplemental appropriations FY15	5
3	Remove Fire Department from Civil Service – Home Rule Petition	6
4	Appropriate \$850,000 for Design and Preparation for Fire Station Facility (Islington Fire Station)	6
5	Appropriate \$1,000,000 for Design and Preparation for Police Station Facility	9
6	Appropriate \$100,000 to Study and Develop Options for the Renovation of the Main Fire Station	9
7	Adopt Chapter 64L, Section 2(a), MGL – Local Option Meals tax	9
8	Appropriate \$55,000 to prepare, plan and bid documents for Deerfield School fields refurbishment	11
9	Roadway and Takings – University Station	11
10	Road Acceptance – Phillips Way	13
11	Amendments to the Westwood Zoning Bylaw related to Section 9.7.10 [University Avenue Mixed Use District (UAMUD) Signage], or take any other action in relation thereto.	13
12	Amendments to the Westwood Zoning Bylaw related to Section 2.0 [Definitions] and/or to Section 4.1 [Principal Uses], including amendments related to various motor vehicle uses, or take any other action in relation thereto.	18
13	Amendments to the Westwood Zoning Bylaw related to Section 7.3 [Environmental Impact and Design Review (EIDR)], or take any other action in relation thereto.	19
14	Amendments to the Westwood Zoning Bylaw related to Section 7.0 [Special Regulations], including the addition of a new Section 7.5 [Non-Residential Access Special Permit], or take any other action in relation thereto.	21
15	Amendments to the Westwood Zoning Bylaw related to Section 6.1 [Off-Street Parking], or take any other action in relation thereto.	24



**The Issues (Continued)
2014 Special Town Meeting**

16	Housekeeping amendments to various sections of the Westwood Zoning Bylaw and Official Zoning Map as may be necessary to correct errors or inconsistencies and to clarify such sections, or take any other action in relation thereto.	27
17	Amend the Town Procurement Bylaw to change the reference to “\$25,000” as the threshold for seeking competitive sealed bids to “as required by MGL”	28
18	Adopt Chapter 138, Section 15F, MGL - Special license for sale of wine produced by farmer-winery for off-premises consumption at indoor or outdoor agricultural event	28
19	Easement for Algonquin Gas – Downey Terrace	29



Notes.....



The Commonwealth of Massachusetts
 Norfolk ss:

To either of the Constables of the Town of Westwood in said County, GREETING:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify the inhabitants of said Town of Westwood qualified to vote in elections and town affairs to meet in the Westwood High School Auditorium, Nahatan Street, in said Westwood on Monday November 17, 2014 at 7:30 in the evening, there and then to act on the following Articles:

ARTICLE 1

To see if the Town will vote to raise and appropriate the sum of Seventeen Thousand Five Hundred Seventeen Dollars (\$17,517) for the operation of the municipal departments for the fiscal year July 1, 2014, through June 30, 2015, as set forth below, or take any other action thereon.

Budget	Amount	Funding Source
Municipal Operating Budget - Contract Reserve/Other	\$17,517	FY15 State Aid

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article appropriates additional municipal state aid received as part of the final state budget after the completion of May Town Meeting to municipal accounts in order to utilize them in FY15.

ARTICLE 2

To see if the Town will vote to appropriate by transfer from available funds the sum of One Hundred Ninety One Thousand Seven Hundred Eighty-Seven Dollars and Fifty Cents (\$191,787.50) to supplement the following fiscal year 2015 appropriations, or take any other action thereon.

Transfer			
From Account	Amount	To Account	Amount
Sewer Retained Earnings	\$191,787.50	Sewer Debt and Interest	\$191,787.50
Total	\$191,787.50	Total	\$191,787.50

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article adjusts appropriations for the FY15 Sewer operations budget to provide for debt service for a \$1.5M bond issued in spring 2014.

ARTICLE 3

To see if the Town will vote to petition the Massachusetts General Court to enact the following special act:

AN ACT EXEMPTING THE FIRE DEPARTMENT OF THE TOWN OF WESTWOOD FROM THE PROVISIONS OF THE CIVIL SERVICE LAW

Section 1: The Fire Department in the Town of Westwood, including the positions of Fire Chief and Deputy Fire Chief, shall be exempt from the provisions of Chapter 31 of the General Laws.

Section 2: The provisions of Section 1 of this act shall not impair the Civil Service status of the present incumbent Fire Chief, Deputy Fire Chief, or the Fire Department personnel holding such status on the effective date of this act.

Section 3: This act shall take effect upon its passage.

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article is intended to remove the Westwood Fire Department from the limitations of Civil Service. This would allow the Town to hire and promote officers outside of the Civil Service procedures, thereby streamlining the process and greatly expanding the range and manner of consideration of candidates. The Town and its Fire Department have come to an agreement related to such removal. In a similar situation, the Town voted in 2013 to exempt the Police Department from the provisions of the Civil Service Law.

ARTICLE 4

To see if the Town will appropriate Eight Hundred and Fifty Thousand Dollars (\$850,000) or any other amount, to pay costs of design and related site work for the Islington Fire Station project, remodeling the existing DPW building for use as a temporary fire station, and constructing a structure for use by the DPW to store equipment and supplies, including the payment of all costs incidental and related thereto, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereon.

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present,

Recommends: That the Town appropriates \$850,000 to pay costs of design and related site work for the Islington Fire Station project, remodeling the existing DPW building for use as a temporary fire station, and constructing a structure for use by the DPW to store equipment and supplies, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(21) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

Articles 4, 5, 6

For the past 15 years, we as a town have addressed many of our municipal and school capital project needs in a proactive manner. However, our public safety facilities have not been part of that focus until this past year. The facilities our first responders work in are all over 40 to 50 years old and have not had significant upgrades since being built. The Westwood of today is strikingly different than the Westwood of 50 years ago. With the planned development at University Station and elsewhere, as well as already approved changes in staffing and equipping our police and fire, the Westwood of the next 30 years will be even more different.

In the summer of 2013, the Board of Selectmen appointed a Public Safety Task Force comprised of both town employees (including the two chiefs) and representation from town boards (including the Finance and Warrant Commission). That Task Force has met monthly for the past year and a half to develop a comprehensive plan to upgrade the two fire stations and our police station. As part of that plan, the Task Force has examined how the departments have changed and will change. For the fire department, this means a larger, highly trained force that is just as proficient in emergency medical response as it is in traditional fire and rescue response. For police, this means a review of the regulatory and societal changes over the past three decades that has rendered the current 6,000 square foot facility obsolete.

The Town of Westwood's web site contains additional information about the Public Safety Task Force's mission and work. Both Chief Scoble and Chief Silva have prepared video tours available under the Public Safety section that clearly describe the problems with the existing facilities.

The Task Force has considered all these issues and the necessary staffing adjustments to determine the appropriate station configuration and location for the police and fire stations. After a thorough review and analysis of 19 different options and configurations, the Task Force, with the input of both the Selectmen and Finance and Warrant Commission, the Fire and Police chiefs and the Board of Selectmen have concluded: 1) the most effective town-wide solution is to build a new fire substation at the same location of the current Islington station and 2) a new

police station directly behind the current police station. The Task Force also concluded that it will continue to study options for the main fire station on High Street.

The three public safety articles (Articles 4, 5, 6) at this Town Meeting request funding for the design and related work for a new 11,500 square foot substation in Islington and for a new approximately 21,000 square foot police station to include a major upgrade to the connector road between Westwood Glen Road and the Deerfield School; and funds to further study an addition and renovation to the main fire station. The request for \$1.95 million is itemized as follows:

Islington Fire Station Design:

- *Design and Project Management: \$525,000*
- *Temporary Fire Station at Current DPW Fields Garage: \$100,000*
- *Temporary DPW Garage: \$150,000*
- *Contingency: \$75,000*

(Funding includes design of a new tennis court as the current court will be displaced by the new station.)

Main Police Station Design:

- *Design and Project Management: \$920,000*
- *Contingency: \$80,000*

Main Fire Station Study:

- *Design Study: \$100,000*

The current schedule is to complete the design and bid the Islington Fire Station and Police Station with funding approved at this Town Meeting so that future Town Meetings can vote to approve the projects based on firm bid numbers. It is expected that construction of the Islington Fire Station will be presented at the May 2015 Annual Town Meeting and construction of the Police Station will be presented at the Fall Town Meeting in November 2015. The schedule for the renovation of the Main Fire Station is not yet determined.

The Board of Selectmen has determined that this article, as well as the future Islington station construction article, can be funded within Proposition 2 ½ with available debt service resources and will not necessitate a tax increase. The estimated total project cost including funds requested in these articles is \$7.25 million for the Islington Fire Station. Town Meeting will vote on this at the Spring 2015 meeting. If approved, it is anticipated that this will be funded through a 20-year bond. The estimated total project cost for the Police Station is \$14.5 million. Funding resources

for the police and main fire station construction will be decided prior to those respective Town Meetings.

ARTICLE 5

To see if the Town will appropriate One Million Dollars (\$1,000,000), or any other amount, to pay costs of designing a new Police Station Project, including the payment of all costs incidental and related thereto, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereon.

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present,

Recommends: That the Town appropriates \$1,000,000 to pay costs of designing a new police station, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(21) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

ARTICLE 6

To see if the Town will appropriate One Hundred Thousand Dollars (\$100,000), or any other amount, to pay costs of studying and developing options for the renovation of the main fire station, including the payment of all costs incidental and related thereto, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereon.

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present,

Recommends: That the Town vote to pay costs of studying and developing options for the renovation of the main fire station, including the payment of all costs incidental and related thereto; and to meet said appropriation, appropriate the sum of One Hundred Thousand Dollars (\$100,000) from free cash.

ARTICLE 7

To see if the Town will vote to accept M.G.L. Chapter 64L, Section 2(a) to impose a local meals excise. Further, that all collections of this revenue be reserved for appropriation in an account for future transfer by Town Meeting vote, or take any other action thereon.

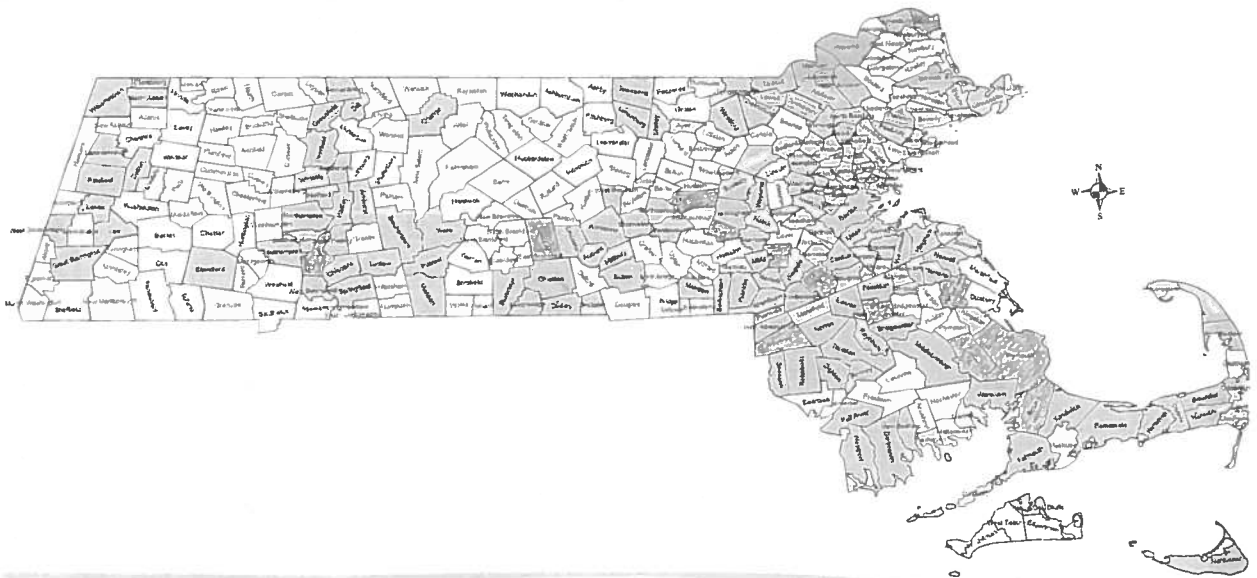
(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

Article 7 allows the Town to impose a local meals excise tax on the sale of restaurant meals originating within the Town. The excise tax, at a rate of 0.75% (which equates to a 75 cents tax on a \$100 meal), is an immaterial addition to the expense of the meal. Additionally, since the tax is collected by the Commonwealth and forwarded to the Town, there is no additional cost to the Town for adoption of the program nor collection of the tax. It is doubtful that a meals tax in Westwood would cause restaurants to lose business to surrounding communities as many towns and cities have already adopted a meals tax program, including Dedham, Norwood, Needham, Newton, Wellesley, Brookline and Boston. The Department of Revenue estimates that the adoption of a meals tax would generate approximately \$150,000 in additional annual revenues to the Town in the current environment with significant increases expected upon the completion of University Station. We encourage the Board of Selectman to consider using the additional revenues generated by the meals tax to address some of the Town's longer term financial challenges such as OPEB liabilities and capital improvements.

MA Department of Revenue

MA Communities with Local
Option Meals Tax



ARTICLE 8

To see if the Town will vote to take the following several actions related to the Athletic Field Improvements at the Deerfield School.

- (A) To raise and appropriate the sum of Fifty Five Thousand Dollars (\$55,000) in order to contract for the development of plans, drawings, specifications, and all other things necessary to develop and bid plans for the Athletic Field Improvements at the Deerfield School, funds to be expended under the control of the Town Engineer.
- (B) To authorize the Board of Selectmen to enter into all necessary contracts and agreements and to do all things necessary to implement the purposes of this article.

or take any other action thereon.

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present,

Recommends: That the Town vote to take the following several actions related to the Athletic Field Improvements at the Deerfield School.

- (A) To raise and appropriate the sum of Fifty Five Thousand Dollars (\$55,000) in order to contract for the development of plans, drawings, specifications, and all other things necessary to develop and bid plans for the Athletic Field Improvements at the Deerfield School, funds to be expended under the control of the Town Engineer.**
- (B) To authorize the Board of Selectmen to enter into all necessary contracts and agreements and to do all things necessary to implement the purposes of this article.**

and to meet said appropriation, appropriate the sum of Fifty-Five Thousand Dollars (\$55,000) from free cash.

This article appropriates funds (\$55,000 from free cash) to prepare the plans and bid documents for the reconstruction of the Deerfield School athletic fields in order to qualify for the reimbursed mitigation payment from the University Station development.

ARTICLE 9

To see if the Town will vote to take the following several actions in furtherance of public necessity and convenience and in conjunction with certain improvements, changes and alterations to the location lines of a new roadway layout and underlying infrastructure existing or planned to serve the so-called University Station project (the “Project”):

- (A) To authorize the Board of Selectmen to take and acquire, at no expense to the Town, by purchase, gift, eminent domain or otherwise, such land or other interests in land, and to lay out as Town ways, on terms acceptable to the Board of

Selectmen, and to accept as town ways, the layouts of ways shown in the vicinity of and/or as part of University Avenue on certain layout plans, as most recently filed with the Town Clerk (the "Layout Plans") and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town;

- (B) To authorize the Board of Selectmen to take and acquire, at no expense to the Town, by purchase, gift, eminent domain or otherwise, on terms acceptable to the Board of Selectmen, such land or other interests in land as are necessary (i) to benefit from permanent right of way easements for public travel, (ii) to install, operate and maintain public sidewalks, street lighting, traffic signals, directional signage, and similar transportation-related amenities and controls; and (iii) to perform grading and other site work and construction work related to the construction of public ways, public sidewalks, street lighting, traffic signals, directional signage, and similar transportation-related amenities and controls, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town;
- (C) To authorize the Board of Selectmen to discontinue and/or abandon portions of Rosemont Road and Marymount Avenue, as shown on the Layout Plans, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said discontinuances and/or abandonments and to transfer the fee interest in the discontinued and/or abandoned areas;

or take any other action relative thereto.

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

Article 9 allows the Town to further refine and complete the layout of University Avenue and those roadways in its vicinity which are included in and serve the University Station project. The design of the roadways and intersections has been further refined since the layouts initially authorized by Article 2 of the May 6, 2013 Special Town Meeting and subsequently refined by Article 6 of the November 18, 2013 Town Meeting. Article 9 authorizes the Board of Selectmen to implement these refinements, which consist of three small takings for the final locations of traffic signals. As with prior roadway articles, the Board of Selectmen is authorized to take land interests to the extent necessary for the layouts, amenities, and traffic controls, but this authorization imposes no financial burden on the Town. Any takings necessary will come at no expense to the Town, as the lands to be taken are wholly owned by Westwood Marketplace, which has agreed to sign a Zero Land Damages Agreement before the Board of Selectmen finalizes any takings. Article 9 also allows the Town to discontinue and/or abandon a portion of Rosemont Road and Marymount Avenue that are no longer used as public ways as a result of the redevelopment of the University Avenue Park.

ARTICLE 10

To see if the Town will vote to accept as Town Ways the streets listed below as laid out by the Selectmen, or take any other action thereon.

Phillips Way

(Board of Selectmen)

At the time of printing this report, this street had not been recommended for acceptance by the Board of Selectmen. A Finance and Warrant Commission recommendation will be made at Town Meeting should this street be certified as complete by the Town Engineer and recommended for acceptance by the Board of Selectmen and the Planning Board.

ARTICLE 11

To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 9.7.10 [University Avenue Mixed Use District (UAMUD) Signage], or take any other action in relation thereto:

1) Amend Section 9.7.10 [Signage] to read as follows:

9.7.10 **Signage.** The alternative sign requirements set forth in this Section 9.7.10 shall be used for a UAMUD project rather than the signage requirements applicable to the underlying district as provided elsewhere in this Bylaw.

9.7.10.1 **Definitions.** For the purposes of these alternate sign requirements, the following terms shall be defined as indicated below:

9.7.10.1.1 **Awning Sign.** A sign consisting of letters, numbers, symbols, logos, emblems and/or graphic representations painted on, incorporated into, or affixed to any fixed or retractable device, of any material, which extends over or otherwise covers a sidewalk, courtyard, walkway, eating area, driveway or similar area or space.

9.7.10.1.2 **Development Identification Sign.** A sign or group of signs clustered together as a single compositional unit which identifies a development, and may also identify individual business establishments within that development.

9.7.10.1.3 **Directional Sign.** A sign providing pedestrian and/or vehicular traffic instruction, and/or restrictions on the use of parking or travel areas. “No Parking”, “One Way”, “No Outlet”, and “Do Not Enter” are examples of directional signs.

- 9.7.10.1.4 **Directory Sign.** A listing and/or graphic representation of individual business establishments and other uses within a development or portion of a development.
- 9.7.10.1.5 **Facade.** The exterior surface of a building wall facing a street, internal drive, or pedestrian and/or vehicular access way, which wall corresponds to the height and width of the interior space owned or leased by the occupant of the building.
- 9.7.10.1.6 **Projecting Sign.** A sign consisting of letters, numbers, symbols, logos, emblems and/or graphic representations which is attached to or suspended from a building or structure such that any part of said sign extends more than eight (8) inches from the wall surface of that building or structure.
- 9.7.10.1.7 **Special Event.** A charitable, nonprofit or civic event, which event may include an open house, registration or similar event associated with a charitable, nonprofit or civic organization.
- 9.7.10.1.8 **Temporary Construction Sign.** A sign at a specific development site currently under construction which identifies the name of the development, and may include the names and addresses of the contractor, architect, landscape architect, and project engineer, and other pertinent information. For purposes of this definition, individual developments within the master development plan project site may be considered specific development sites, even if such developments consist of more than one individual business establishment, but the entire master development plan project site shall not be considered a specific development site.
- 9.7.10.1.9 **Wall Sign.** A sign consisting of letters, numbers, symbols, logos, emblems and/or graphic representations painted on, incorporated into, or affixed parallel to the wall of a building or structure and which extends not more than eight (8) inches from the wall surface of that building or structure.
- 9.7.10.1.10 **Way Finding Sign.** A sign providing instructions for circulation throughout a development, including direction to individual business establishments and parking areas related to said business establishments. “Retail Center

Parking”, “Shuttle Bus Stop Ahead”, “Exit to Providence Highway”, “Additional Parking in Rear” are examples of way finding signs.

9.7.10.1.11 **Window Sign.** A sign consisting of letters, numbers, symbols, logos, emblems and/or graphic representations painted on, incorporated into, or affixed to either side of the glass surface of a window or door, or designed to be visible from the exterior of a building or structure and located within five (5) feet of the interior side of such glass surface.

9.7.10.1.12 **Window Screening Display.** Graphic or display which is intended to reduce visual access to the interior of an establishment.

9.7.10.2 **Development Identification Sign.** A UAMUD project shall be allowed to install and maintain development identification signs in the vicinity of each substantial gateway(s) or entrance(s) to the project from neighboring streets, which signs may be installed at on-site and/or off-site locations. Such development identification sign may include the name and/or logo of the development project, as well as the names and/or logos of any occupants within the development. Development identification signs may have two (2) faces, each of which shall not exceed two hundred (200) square feet of copy area, excluding frame and borders. Development identification signs shall not exceed twenty-five (25) feet in height. Development identification signs shall include appropriate materials and landscaping to ensure an attractive entrance(s) to the development.

9.7.10.3 **Wall or Awning Signs.** Any combination of Wall Signs and Awning Signs shall be permitted such that the aggregate of all such Wall Signs and Awning Signs associated with each individual business establishment shall not exceed two (2) square feet of signage for each one (1) linear foot of facade associated with said establishment, measured across the longest facade in the case of establishments with more than one facade. Awning Signs shall have at least eight (8) feet clearance above the pedestrian grade.

9.7.10.4 **Projecting Signs.** One Projecting Sign may be permitted for any individual business establishment. A projecting sign shall have two (2) legible faces, each of which shall not exceed sixteen (16) square feet in area. Projecting Signs must have at least eight (8) feet of clearance above the pedestrian grade, and shall not project more than six (6) feet from a building facade.

9.7.10.5 **Window Signs.** Window Signs shall be permitted such that the aggregate of all such Window Signs associated with an individual business establishment shall not exceed twenty percent (20%) of the total surface area of all windows associated with such establishment.

- 9.7.10.6 **Window Screening Displays.** Window Screening Displays shall be permitted for windows and glass doors on the rear and side walls of the buildings shown as Building N, Building O, and Building Q on a plan entitled “Street Address Plan”, dated 8/01/14, prepared for Westwood Marketplace Holdings, LLC, a copy of which is on file with the Planning Board, but only where such Window Screening Displays do not constitute Window Signs as defined in Section 9.7.10.1.11. Window Screening Displays may be permitted for windows and glass doors on other walls of buildings within the Core Development Area, but only where the Planning Board finds that such graphics or displays are necessary and appropriate, and only where such graphics or displays do not constitute Window Signs as defined in Section 9.7.10.1.11. In all cases, Window Screening Displays shall be visually distinguishable in appearance from graphics or displays painted on, incorporated into, or affixed to either side of the glass surface of a window or door and shall not be painted on, incorporated into, nor affixed to either side of the glass surface of a window or door, nor located within one (1) inch of such glass surface.
- 9.7.10.7 **Directional Signs.** Directional Signs shall be allowed throughout a development. The number of such signs, and the size of each sign, shall be the minimum necessary to ensure traffic safety. Directional Signs shall not exceed four (4) square feet in area and shall have a maximum height of eight (8) feet above ground. Directional Signs may be post-mounted, ground-mounted, or mounted on a building or structure, and shall provide adequate clearance for vehicular and/or pedestrian traffic.
- 9.7.10.8 **Way Finding Signs.** Way Finding Signs shall be allowed throughout a development, and may be allowed both on site and at off-premises locations. The number of such signs, and the size of each sign, shall be the minimum necessary to ensure traffic and pedestrian safety. Way Finding Signs shall be post-mounted, ground-mounted, or mounted on a building or structure, and shall not exceed thirty-two (32) square feet in area and shall have a maximum height of thirteen (13) feet above ground. All Way Finding Signs located throughout a development shall be consistent in material, color and lettering style. Way Finding Signs shall not contain individual business identification logos. Way Finding Signs may include electronically changed lettering as appropriate to provide directions and/or indicate availability of public parking. Such changeable signs must be static displays that do not flash, or exhibit changes in lighting levels, or offer multiple messages on a cyclical basis.
- 9.7.10.9 **Directory Sign.** One or more Directory Signs shall be permitted within the UAMUD project area. Directory Signs shall not exceed thirty-five (35) square feet in area and shall have a maximum height of eight (8) feet above ground.
- 9.7.10.10 **Temporary Construction Signs.** Temporary Construction Signs for both owners and occupants of lots within the approved Master Development Plan shall be permitted. Temporary Construction Signs shall not exceed thirty-two

(32) square feet in area and shall have a maximum height of six (6) feet above ground. Temporary Construction Signs shall be removed within thirty (30) days of the completion of construction.

- 9.7.10.11 **Temporary Construction Fence Screening Graphics.** Where a temporary construction fence is permitted to reduce public visual access to a construction site, screening graphics displayed on non-rigid material affixed to the exterior of such fence, and not exceeding the height of such fence, may be permitted upon the issuance of a temporary sign permit by the Building Commissioner. Such permit shall be valid for a period of six (6) months, and may be renewed at the discretion of the Building Commissioner for up to three (3) additional six (6) month terms. All screening graphics shall be maintained in good condition and shall be removed upon the final expiration of the temporary sign permit.
- 9.7.10.12 **Prohibited Signs.** Banners, flags, balloons, streamers, pennants, strings of lights, ribbons, spinners, roof signs, flashing signs, variable lit signs, variable message signs, except as permitted for Way Finding Signs in Section 9.7.10.8, and other similar devices, shall be prohibited in any UAMUD project. Temporary signs or graphics are prohibited except as provided in Sections 9.7.10.10 and 9.7.10.11, or in connection with customarily celebrated holidays or with Special Events as defined in Section 9.7.10.7. No sign which indicates the time, date and temperature shall be considered a flashing sign provided such sign meets all other provisions of this Section 9.7.10.
- 9.7.10.13 **Sign Materials.** Signs shall be manufactured using industry standard materials that are consistent with a high quality project. Structurally necessary brackets, posts or other supports may be visible if compatible with the appearance of the sign they support. Conduit, tubing, raceways, conductors, transformers and similar equipment shall be concealed from view.
- 9.7.10.14 **Sign Illumination.** Indirect illumination of a sign by properly shielded light fixtures, or by edge-lighting, or by halo lighting, or internal illumination of only the lettering, wording or insignia portions of a sign, shall be permitted. In all cases indirect illumination shall only be permitted by steady white light. Notwithstanding the above, Awning Signs shall not be internally illuminated.
- 9.7.10.15 **Project-Specific Signage Alternative.** In recognition of the interrelated nature of signage systems in complex, mixed-use projects, and the importance of clear, adequate, and effective signage to the safe and efficient operation of such projects, notwithstanding the provisions of Sections 9.7.10.1 through 9.7.10.15 of this Bylaw, the Planning Board may, as part of its Conformance Determination for the CDA or PDR Approval for all other areas and phases of the UAMUD project, approve an alternative signage package or alternative signs for the UAMUD project, provided that the Planning Board finds that the alternative adequately addresses the needs of the development and traffic

safety while appropriately balancing any impacts on the surrounding environment.

(Planning Board)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article is intended to revise the signage provisions within the UAMUD bylaw section to coincide with an Alternative Sign Package which was approved by the Planning Board on October 14, 2014. The amendments pertain to wall signs, window signs, window screening graphics, and temporary construction fence graphics within the University Station project.

ARTICLE 12

To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 2.0 [Definitions] and to Section 4.1 [Principal Uses], including amendments related to various motor vehicle uses, or take any other action in relation thereto:

- 1) Replace the existing definition for the term “Motor Vehicle Light Service” with a new definition to read as follows:

Motor Vehicle Light Service Premises for the supplying of fuel, oil, lubrication, or minor repair services, but not to include body work, washing, rinsing, polishing, waxing, painting, and/or major repairs.

- 2) Add a new definition for the term “Car Wash” to read as follows:

Car Wash An establishment where motor vehicles are washed, rinsed, polished and/or waxed, by mechanical or manual means, whether or not operated in conjunction with another motor vehicle use.

- 3) Add a new Sections 4.1.5.11 to read as follows, and renumber subsequent sections as appropriate:

	SRA	SRB	SRC	SRD	SRE	GR	SR	LBA	LBB	HB	I	IO	ARO
4.1.5.11 Car Wash	N	N	N	N	N	N	N	N	N	BA	N	N	N

(Planning Board)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article is intended to create a separate use category for Car Wash and to permit such use in the Highway Business District by a Special Permit granted by the Zoning Board of Appeals. Under the current bylaw, a car wash is included within the broader definition of Motor Vehicle

Light Service, and could thus be granted by ZBA Special Permit in the High Street Local Business A District and in the Washington Street Local Business B District, as well as in the Highway Business District.

ARTICLE 13

To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 7.3 [Environmental Impact and Design Review (EIDR)], or take any other action in relation thereto:

- 1) Replace the existing Section 7.3.2 [Applicability] with a new Section 7.3.2 to read as follows:

7.3.2 Applicability. The following types of activities and uses shall require review and approval pursuant to the provisions of this Section, unless found to be de minimis by the Building Commissioner. Nothing herein shall be deemed to permit any use or structure not otherwise permitted as of right or by special permit under this Zoning Bylaw, or to give rise to an implication as to whether or not a particular use or structure is permitted as of right or by special permit under this Zoning Bylaw. The following shall require approval hereunder:

- 7.3.2.1 Construction, expansion, exterior alteration (exclusive of signs governed by the provisions of Section 6.2), or change of use of any municipal, institutional, commercial, industrial, or multi-family property.
- 7.3.2.2 Reconfiguration, restriping or expansion by three (3) or more parking spaces, of any parking area or facility containing five (5) or more parking spaces.
- 7.3.2.3 Any change in use which results in a use prohibited or requiring a special permit in a Water Resource Protection Overlay District, whether or not within such a district and whether or not requiring a building permit.
- 7.3.2.4 Construction of an Open Space Residential Development (OSRD) pursuant to Section 8.3 of this bylaw.
- 7.3.2.5 Construction, installation or alteration of a Minor Wireless Communication Facility pursuant to Section 9.4 of this bylaw.

- 2) Replace the existing Section 7.3.3 [Exempt Uses] with a new Section 7.3.3 to read as follows:

7.3.3 Exempt Uses. In cases where M.G.L. Chapter 40A, Section 3 provides certain exemptions from zoning restrictions for uses protected thereunder, review and approval pursuant to this Section shall be limited consistent with those statutory provisions and on

other matters shall be advisory only. For all uses exempt under M.G.L. Chapter 40A, Section 3, the Planning Board shall make determinations of compliance with dimensional and parking requirements of this Bylaw, including requirements related to setbacks, building height, building coverage, impervious surface, parking and circulation, buffers, screening, landscaping, lighting, and stormwater management. Application and review procedures for such uses shall be as provided herein, except that the Planning Board shall waive the requirement of any submittals which are unnecessary for the Planning Board's regulatory determinations.

- 3) Replace the existing Section 7.3.5 [Procedures] with a new Section 7.3.5 to read as follows:

7.3.5 Procedures. An application for environmental impact and design review shall be accompanied by a site plan and other application materials in accordance with the requirements specified below and the Planning Board's rules and regulations. The Planning Board shall hold a public hearing in accordance with its rules and regulations and shall provide its decision forthwith to the Building Commissioner and Applicant.

- 4) Add a new Section 7.3.6 [Administrative Review and Approval] to read as follows, and renumber subsequent sections as appropriate:

7.3.6 Administrative Review and Approval of Minor Alterations. An application for environmental impact and design review involving exterior alterations to buildings or sites, which alterations are determined by the Building Commissioner to be minor in nature, shall be reviewed and considered for approval by the Town Planner. Application and submittal items shall be the same as set forth in this Section and in the Planning Board's rules and regulations for Planning Board consideration, except in the number of paper copies required, which shall be reduced to a number determined by the Town Planner to be sufficient for review purposes. The Town Planner, within 21 days of receipt of a complete application, shall review the application and submittal items for conformance with the standards set forth in Section 7.3.7, and shall issue an Administrative Approval, an Administrative Approval with Conditions, or an Administrative Denial of said application. In the case of an Administrative Approval with Conditions or an Administrative Denial, the applicant may apply to the Planning Board for further consideration of the EIDR Application in the course of a duly noticed public hearing.

- 5) Amend Section 7.3.6 [Submittal Requirements] by adding a new Subsection 7.3.6.1.9 to read as follows:

7.3.6.1.9 Location and description of any proposed disturbance to existing vegetation, or alteration of natural or historic features, which are proposed in relation to temporary access, utility installation, or other aspects of construction, including provisions for site restoration.

- 6) Delete Section 7.3.13 [Appeal] in its entirety and renumber subsequent sections as appropriate.

(Planning Board)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article is intended to amend the EIDR section of the Zoning Bylaw to clarify the types of non-residential projects that require review under this section, and to ensure consistency between this bylaw section and the provisions of MGL Chapter 40 Section 3A with respect to EIDR review of exempt uses. The article will also establish a streamlined administrative EIDR review procedure for proposed alterations to existing non-residential properties which are clearly minor in nature and fully compliant with specified performance standards.

ARTICLE 14

To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 7.0 [Special Regulations], including the addition of a new Section 7.5 [Non-Residential Access Special Permit], or take any other action in relation thereto:

- 1) Insert a new Section 7.5 to read as follows:

SECTION 7.5 STREET ACCESSES SPECIAL PERMIT

7.5.1 Purpose. The purpose of this Section is to protect the integrity and character of the Town and its existing neighborhoods by requiring sufficient and appropriate access to properties which can be expected to generate moderate or high levels vehicular traffic, including non-residential, multi-family residential, and/or mixed use properties, and to assure that where access to such properties is permitted by way of existing streets, adequate provisions are made to effectively address impacts upon the Town and its existing neighborhoods, and upon public services, infrastructure and property values therein, thereby affecting the public health, safety and general welfare thereof.

7.5.2 Special Permit Required. No principal or secondary ingress and/or egress shall be constructed or established to serve a non-residential, multi-family residential, and/or mixed use development, unless a Street Access Special Permit therefor is granted by the Planning Board in accordance with Section 7.5. This requirement shall apply whether or not said property is located wholly or partially within the Town of Westwood. Notwithstanding the above, no Street Access Special Permit shall be required for any development which is subject to and approved by the Planning Board pursuant to Section 7.3 [Environmental Impact and Design Review], Section 9.5 [Flexible Multiple Use Overlay District (FMUOD)] or Section 9.7 [The University Avenue Mixed Use District (UAMUD)] of this Bylaw.

7.5.3 **Application Requirements.** An application for a Street Access Special Permit shall be accompanied by a site plan and all applicable materials required by the Planning Board's Rules and Regulations as Special Granting Authority, as well as the following additional materials:

7.5.3.1 **Project Narrative.** A detailed description of all proposed on-site uses and activities, including hours of operation of all non-residential project components.

7.5.3.2 **Traffic Study.** A traffic study prepared by a Registered Professional Engineer consistent with study guidelines adopted and from time to time amended by the Planning Board.

7.5.3.3 **Project Impact Report.** A detailed analysis of anticipated project-related impacts, including fiscal and public service impacts, and impacts to public infrastructure, including a description of any proposed public improvements which are proposed to be undertaken by the Applicant.

7.5.4 **Reimbursement for Consultants.** If the Planning Board determines the need to hire one or more consultants, engineers or attorneys in connection with the review and evaluation of an application for a Street Access Special Permit, it may do so, and all reasonable costs associated with the hiring of said consultant or consultants shall be reimbursed by the applicant, in accordance with Massachusetts General Law Chapter 53G, and in the manner specified in the Rules and Regulations. Each application pursuant to this Section shall contain an agreement by the applicant to that effect.

7.5.5 **Findings.** No Street Access Special Permit shall be granted unless the Planning Board finds that the adverse impacts of operations conducted under such special permit, subject to the conditions imposed thereby, will not outweigh its beneficial impacts on the Town or the neighborhood. In making such finding, the Planning Board shall consider whether or not the proposed development will:

7.5.5.1 Cause material deterioration of roadway, drainage, water, sewer, and/or other public infrastructure;

7.5.5.2 Result in hazard or contamination of air, land and/or water resources;

7.5.5.3 Result in environmental degradation, including loss of mature trees and significant vegetation, disturbance to habitats, and/or the loss of soil through erosion;

7.5.5.4 Have a material adverse effect on the health or safety of persons living in the neighborhood or on the use or amenities of adjacent land; or

7.5.5.5 Increase vehicle trips on ways giving access to the subject land by more than five percent (5%) above existing conditions, unless it is demonstrated to the satisfaction of the Planning Board that:

- a. Such increase would not cause vehicular traffic to operate in an objectively unsafe manner, or cause queue lengths that block intersections; and
- b. Such increase for any intersection that operates at LOS D or better would not result in a reduction of overall intersection level of service below LOS D.

7.5.6 **Decision.** A Street Access Special Permit shall be granted by the Planning Board only upon its written determination of the required findings set forth in Section 7.5.5. In addition, the Planning Board shall consider and may condition a special permit upon:

7.5.6.1 The extent of visual compatibility with the vicinity, including consideration of site arrangement, consistency in architectural scale (or reasonability of departure), retention of existing site features, especially trees and architectural character;

7.5.6.2 The suitability of existing and proposed buffering and screening from nearby properties;

7.5.6.3 The proposed hours of operation of any non-residential or mixed-use activity; and

7.5.6.4 The timing and method of control of traffic entering and leaving the site.

(Planning Board)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article is intended to establish a Planning Board Special Permit review procedure for any proposed non-residential, multi-family residential, and/or mixed use development project which proposes access onto an existing street, and which is not otherwise subject to Planning Board review under EIDR, FMUOD or UAMUD sections of the Zoning Bylaw. It is intended to allow an opportunity for public review of projects which could be expected to generate traffic on local roads, whether or not such projects are located wholly or partially within the Town of Westwood. This proposed new bylaw section would provide a forum for the review of street access for projects like the recently proposed Benchmark Assisted Care Facility in Norwood which is designed with its primary access onto Clapboardtree Street in Westwood.

ARTICLE 15

To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 6.1 [Off-Street Parking], or take any other action in relation thereto:

- 1) Add a new Section 6.1.8 to read as follows, and renumber subsequent sections as appropriate:

6.1.8 Maximum Parking Requirements. The minimum parking requirements set forth in Section 6.1.2 shall not be exceeded by more than 5%, unless authorized upon the grant of a waiver by the Planning Board in compliance with the provisions of this Section.

6.1.8.1 If an Applicant has obtained all other necessary zoning permits and approvals, the Planning Board may, subject to the provisions of this Section, grant a waiver that would authorize an increased number of parking spaces than would otherwise be permitted by this Section where it can be demonstrated by such Applicant that the proposed use warrants a greater number of parking spaces than otherwise allowed.

6.1.8.2 A waiver to authorize an increased number of parking spaces shall be granted by the Planning Board only upon its written determination that, in addition to any other findings required under this Bylaw, it finds the following:

6.1.8.2.1 That the particular use proposed warrants an increased number of parking spaces than would otherwise be permitted by this Section; and

6.1.8.2.2 That the issuance of a waiver would not be detrimental to the Town or to the general character or visual appearance of the surrounding neighborhood or abutting uses, and would be consistent with the intent of this Bylaw.

6.1.8.3 The waiver shall be granted upon such conditions as the Planning Board may deem appropriate in carrying out the provisions of this Section.

- 2) Replace the existing Section 6.1.8 with a new Section 6.1.9 to read as follows, and renumber subsequent sections as appropriate:

6.1.9 Reduction of Required Minimum Number of Parking Spaces.

6.1.9.1 If an Applicant has obtained all other necessary zoning permits and approvals, the Planning Board may, subject to the provisions of this Section, grant a special permit that would authorize a reduced number of parking spaces than would otherwise be required by this Section where it

can be demonstrated by such Applicant that the proposed use does not warrant the number of parking spaces otherwise required.

6.1.9.2 A special permit granted pursuant to this Section shall provide for an increase in the number of parking spaces up to the minimum number otherwise required by this Section if there is a change in use or in the intensity or character of use that results in an increased parking need as determined by the Planning Board.

6.1.9.3 A special permit to authorize a reduced number of parking spaces shall be granted by the Planning Board only upon its written determination that, in addition to any other findings required under this Bylaw, it finds the following:

6.1.9.3.1 That the particular use proposed does not warrant the minimum number of parking spaces otherwise required under this Section;

6.1.9.3.2 That the issuance of a special permit would reduce the environmental impact and enhance the aesthetic quality of the proposed project.

6.1.9.3.3 That the total floor area of the building or structure associated with the special permit is no greater than that which would be permitted absent the grant of a special permit pursuant to this Section.

6.1.9.3.4 That the number of parking spaces otherwise required pursuant to Section 6.1.2 could be accommodated on the subject parcel or on nearby parcels, if a change in use or in the intensity or character of use ever requires an increase of parking pursuant to Section 6.1.8.2, and that the continued availability of land for such additional parking is assured in a manner satisfactory to the Planning Board.

6.1.98.3.5 That the issuance of a special permit would not be detrimental to the Town or to the general character or visual appearance of the surrounding neighborhood or abutting uses, and would be consistent with the intent of this Bylaw.

6.1.9.4 Nothing herein shall be deemed to authorize a special permit waiving strict adherence to parking design requirements or parking space, passageway or driveway dimensional requirements.

6.1.9.5 The special permit shall be granted upon such conditions as the Planning Board may deem appropriate in carrying out the provisions of this Section.

- 3) Replace the existing Section 6.1.9 with a new Section 6.1.10 to read as follows, and renumber subsequent sections as appropriate:

6.1.10 Joint Off-Street Parking in Local and Highway Business Districts. Joint off-street parking facilities may be provided for two or more separate buildings or uses on the same parcel, or on parcels within four hundred (400) feet walking distance of the building entrance to be served, but in such case the total number of parking spaces required shall be the sum of the parking spaces required for the individual buildings or uses. In cases where parking spaces are provided on nearby parcels, the continued availability of said parking spaces must be adequately assured in a manner satisfactory to the Planning Board, such as by permanent easement.

- 4) Replace the existing Section 6.1.10 with a new Section 6.1.11 to read as follows, and renumber subsequent sections as appropriate :

6.1.11 Joint Off-Street Parking in Industrial and Industrial-Office Districts. Joint off-street parking facilities may be provided for two or more separate buildings or uses on the same parcel, or on parcels within six hundred (600) feet walking distance of the building entrance to be served, but in such case the total number of parking spaces required shall be the sum of the parking spaces required for the individual buildings or uses. In cases where parking spaces are provided on nearby parcels, the continued availability of said parking spaces must be adequately assured in a manner satisfactory to the Planning Board, such as by permanent easement.

- 5) Add a new Section 6.1.12 to read as follows, and renumber subsequent sections as appropriate:

6.1.12 Reduction of Required Number of Joint Off-Street Parking Spaces. If an Applicant has obtained all other necessary zoning permits and approvals, the Planning Board may, subject to the provisions of this Section, grant a special permit that would authorize a reduced number of joint parking spaces than would otherwise be required pursuant to Section 6.1.9 or Section 6.1.10 where it can be demonstrated by such Applicant:

6.1.12.1 That the demand for the shared joint off-street parking spaces differs significantly by time of day between the various uses; and

6.1.12.2 That a sufficient number of shared joint off-street parking spaces are available for each use during the time of day that parking is required for said use.

- 6) Replace the existing Section 6.1.11 with a new Section 6.1.13 to read as follows, and renumber subsequent sections as appropriate:

6.1.13 **Off-Site Municipal Parking Lot.** Where an existing property does not meet the minimum parking requirements for a permitted use, off-site municipally-owned parking spaces may be used to meet the minimum parking requirements, provided:

6.1.13.1 That such spaces are located within a Municipal Parking Lot, so dedicated by the Board of Selectmen;

6.1.13.2 That such spaces are within four hundred (400) feet walking distance of the building entrance to be served;

6.1.13.3 That such off-site parking shall not be used to accommodate increased parking requirements due to new construction and/or expansion of existing buildings or structures; and

6.1.13.2 That the Board of Selectmen or its designee documents to the Building Commissioner that there is in fact sufficient capacity in the Municipal Parking Lot to accommodate the excess parking required.

(Planning Board)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

The article proposes revisions to the special permit procedure for the approval of Planning Board special permits to permit reduced parking requirements where minimum required parking requirements are deemed unnecessary in light of the particular characteristics of a development or use. This article also establishes maximum parking requirements, in addition to current minimum parking requirements, for all non-residential uses.

ARTICLE 16

To see if the Town will vote to approve housekeeping amendments to various sections of the Westwood Zoning Bylaw and Official Zoning Map as may be necessary to correct errors or inconsistencies and to clarify such sections, or take any other action in relation thereto.

- 1) Correct erroneous reference to Section 9.6.10.2 in Section 9.5.10 so that Section 9.5.10 reads as follows:

9.5.10 **Alternative Parking Arrangements.** The alternative parking arrangements set forth in Sections 9.5.10.1 through 9.5.10.2 may be used for a project in the FMUOD rather than the requirements applicable to the underlying district as provided elsewhere in this Bylaw.

9.5.10.1 **Parking Space Requirements.** Developments proposed under this Section may provide fewer parking spaces than otherwise required under Section 6.1.2, Table of Parking Requirements, where in the determination of the Planning Board, proposed parking spaces are found to be sufficient

to meet the needs of the development. In making such determination, the Planning Board may consider complementary uses and activities having different peak demands, transportation demand management (TDM) measures, and such other means as may be applicable.

9.5.10.2 **Joint Off-street Parking.** Joint off-street parking arrangements may be permitted when determined by the Planning Board to be appropriate.

- 2) Correct Zoning Bylaw Table of Contents to appropriately reference section numbers, section titles, and page numbers.

(Planning Board)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article is intended to allow for corrections of minor errors or inconsistencies within the Zoning Bylaw which might come to light during the review of proposed amendments. The proposed housekeeping amendments include the correction of an erroneous section reference and updating of the Zoning Bylaw table of contents.

ARTICLE 17

To see if the Town will vote to amend Chapter 30, Section 15 of the Code of the Town of Westwood by striking "\$25,000" and replacing it with "as required by M.G.L." or take any other action thereon.

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article would amend the Town's Procurement Bylaw, changing the language from "\$25,000" to "as required by M.G.L." so the Town will continue to comply with changes made by the state to the statute.

ARTICLE 18

To see if the Town will vote to accept M.G.L. Chapter 138, Section 15F – Special License for sale of wine produced by farmer-winery for off-premise consumption at indoor or outdoor agricultural event or take any other action thereon.

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article will allow agricultural venues such as the farmer's market to sell wine made by local (Massachusetts-based) farmers. Wine vendors will serve as an anchor for the farmer's market and is expected to attract more vendors. This, in turn, will help the market continue to grow and be successful in Westwood.

There are a couple means of oversight to ensure proper distribution/sale of wine:

- *This sale of wine will be regulated by the Board of Selectmen under the alcohol licensing procedures.*
- *Vendors cannot come and go; they have to contract with the Town for the season. The contract includes licensure requirements.*
- *Police supervision is available to monitor sales.*

ARTICLE 19

To see if the Town will vote to authorize the Board of Selectmen to grant an easement to the Algonquin Gas Transmission LLC for the purpose of the transmission and distribution of gas, all as set forth in an Easement Agreement to be executed by the parties, said easement being shown on plan dated September 2, 2014 by Spectra Energy Partners, a copy of which is on file at the Office of the Town Clerk, or take any other action thereon.

(Board of Selectmen)

The Finance and Warrant Commission, by unanimous vote of those present, recommends that the Town so vote.

This article authorizes the Board of Selectmen to provide an easement on a section of Downey Terrace for the purpose of installing a new Algonquin gas line which connects to Texas Eastern Transmission and Maritimes & Northeast.



Mark Your Calendars Now!

**Special Town Meeting
November 17, 2014
7:30 P.M.
High School Auditorium**

Questions? Comments? Contact us:
☎ (781)320-1029
Email: SNee@Townhall.Westwood.MA.US

Please Note:

The Town of Westwood accommodates the needs of all physically challenged or disabled people by reasonable means in accordance with the Americans with Disabilities Act. Please contact the Finance and Warrant Commission office at (781)320-1029 to make your request known.