

**Westwood Planning Board  
Meeting Minutes  
August 5, 2014  
50 Carby Street  
7:30 PM**

**Attendance & Call to Order:**

Ch. Rafsky called the meeting to order at 7:30 p.m. WestCat TV was present and granted permission to videotape the meeting.

*Present:* Planning Board members: Steve Rafsky, Steve Olanoff, Jack Wiggin and Bruce Montgomery. Chris Pfaff was absent. Also present was Planning & Land Use Specialist Janice Barba, who recorded the minutes. Town Planner Nora Loughnane was absent.

**Joint Public Hearing with Tree Warden for Consideration of Application for Scenic Road Approval – 213 Canton Street**

Ch. Rafsky opened the public hearing by reading the legal notice.

**Summary & Presentation:**

- Highway & Ground Operations Manager Brendan Ryan and Applicant Matthew Guleserian were present.
- Application requests permission to reconstruct and alter an existing stone wall; to relocate and enlarge an existing driveway opening, and to remove several trees, two of which are within the public right-of-way.
- Mr. Ryan discussed the condition and location of the trees located in the public right-of-way: two of the trees are located in the public right of way and in the middle of the stone wall proposed for removal; NStar has already trimmed dead limbs of these trees; and he received confirmation of the dead or dying condition of the trees after consultation with Westwood Tree Warden George Markarian.

**Board Discussion:**

- Board members and Mr. Ryan exchanged a few questions and answers and did not express any objections with the tree removal.
- Board members asked the applicant a few questions about the purpose of having a 27' wide driveway opening. Board members generally agreed that the driveway width should be similar with the other existing driveways in the neighborhood and suggested a maximum width of 20'.

**Public Comments:**

- None.

**Motion/Action Taken:**

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the board voted unanimously in favor to approve the Special Permit for Application for Scenic Road Approval to permit reconstruction and alteration of an existing stone wall at 213 Canton Street. *Brendan Ryan concurred with this motion.*

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the board voted unanimously in favor to approve the relocation of the driveway and to limit the maximum driveway opening width to 20'.

**Continuation of Public Hearing to Consider Application by CRP, Development LLC for Proposed Senior Residential Development – Four Seasons Village at Harlequin Stables – 215 High Street**

**Summary**

Ch. Rafsky reopened the hearing and informed the public that this hearing session would be limited to Board members' comments on the concept plans that were presented at July 15th hearing session, with the intention of giving the Proponents further direction for their development of a final revised concept plan. He added that there will be no presentation by the Proponents and no public comment at this hearing session.

- Ch. Rafsky, Mr. Pfaff and Ms. Loughnane met with the Proponents on July 23<sup>rd</sup> and the following was recommended: submit new concept plans for the proposed SRD which comply with the 500-foot limitation on dead-end streets, as well as the 30-foot perimeter buffer, and which are in keeping with the building layout that could be permitted for a single-family subdivision on the same property.

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- On behalf of the Proponents, Attorney Mike Terry agreed with the summary given by Ch. Rafsky and stated that revised concept plans would be prepared for review by the Board at its September 2<sup>nd</sup> meeting.

**Motion/Action Taken:**

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the board voted unanimously in favor to continue the public hearing to Tuesday, September 2<sup>nd</sup> at 7:30 p.m. in the Champagne Meeting Room, at 50 Carby Street and if the meeting location changed it would be posted on the Board's web page and signs posted at Carby Street with the location.

**Consideration of Proposed ANR for 67 and 77 Margery Road**

**Summary**

The draft ANR plan for 67 and 77 Margery Road was reviewed by Town Planner Nora Loughnane and found to be in conformance with the board's standards but the Applicant has yet to obtain both property owners' signatures on the application therefore this will be postponed and presented for the Board's consideration at its next meeting on September 2<sup>nd</sup>.

**Consideration of Proposed ANR for 300 Fox Hill Street & 25 Fox Meadow Drive**

**Summary:**

A draft ANR plan for the reconfiguration of two lots within the Fox Meadow Estates Subdivision was presented. The intent of the ANR plan is to remove a portion at the rear of 25 Fox Meadow Street which currently contains an outbuilding, and to add that land to 300 Fox Hill Street. Ms. Loughnane identified a few minor revisions that needed to be made to the draft ANR plan to bring it into compliance with the board's standards. She discussed these revisions with the engineer and confirmed that they would be made and presented at this meeting.

Engineer Jim Susi came before the board and presented the ANR with the revisions as recommended by Ms. Loughnane. There was a brief exchange of questions and comments with the board members. One board member specifically asked that the existing 20' wide utility easement shown on the plan must be kept clear at all times. Mr. Susi agreed to pass this information onto the owner.

**Motion/Action Taken:**

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the board voted unanimously in favor of the proposed reconfiguration and to endorse the ANR as submitted.

**Continuation of Public Hearing for Consideration of a Special Permit for Outdoor Seating and Environmental Impact & Design Review (EIDR) approval, and/or FMUOD Special Permit and/or Special permit for Reduction of Paring Requirements for Chiara Bistro – 569 High Street**

**Summary & Board Discussion:**

- On July 15<sup>th</sup> the Board voted to grant the Outdoor Seating Special Permit, Reduction of Parking Special Permit, and EIDR Approval with conditions, but continued the public hearing until August 5<sup>th</sup> to allow for any changes that might arise from the Board of Selectmen's review of an expansion of Chiara's alcohol and CV licenses.
- At the Board of Selectmen meeting on July 21<sup>st</sup> to consider the licensing applications, an abutter raised questions about the proposed exterior lighting for the outdoor seating area. The BoS also requested that the Planning Board condition its Decision with the following: "the Applicant shall ensure that no more than fourteen seats are provided in the outdoor dining area and, that nor more than fourteen patrons are allowed to congregate within the outdoor dining area at any one time, after 7:00 p.m."

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- The Planning Board members generally agreed that the outdoor dining area should not be considered a gathering place and functions should be restricted to luncheon/daytime events.
- The Applicant has submitted a description of the proposed exterior lighting arrangements and specification sheets for the proposed light fixtures (copies attached).
- A board member commented that the applicant should ensure that the exterior lights are pointed in the right direction in order to prevent light trespass onto abutting properties.
- The Applicant agreed to comply with the light trespass limitations onto residential properties, and will install light shields if necessary to achieve such compliance.

**Public Comments:**

None.

**Motion/Action Taken:**

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the board voted unanimously in favor to vote to rescind its July 15<sup>th</sup> vote; accept the proposed lighting description and specification sheets; grant the requested waivers for model submission, photometric plan and address light trespass with light shields if necessary to fulfill requirements; grant the Outdoor Seating Special Permit, Reduction of Parking Special Permit and EIDR Approval with the conditions previously included in the July 15<sup>th</sup> draft decision with condition #2 edited to add "after 7:00 p.m.".

**Continuation of Public Hearing for Consideration of Environmental Impact and Design Review (EIDR) Approval for NStar Back-up Facility – 260 Westfield Street**

**Summary:**

Ch. Rafsky stated that the Board granted EIDR Approval for the proposed NStar facility with conditions at its July 8<sup>th</sup> meeting but the public hearing was kept open to allow for the Board's consideration of any plan changes that might arise from the Zoning Board of Appeal's July 16<sup>th</sup> hearing on a request for a special permit to permit the expansion of a non-conforming use. The requested special permit was granted by the ZBA on July 16<sup>th</sup> without any plan changes.

**Public Comments:**

None.

**Motion/Action Taken:**

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted unanimously in favor to immediately close the public hearing without further discussion.

**Pre-application Meeting with Potential Applicant for Senior Residential Development at 615 High Street**

**Summary:**

Patrick Geraghty was present to before the board to give a brief presentation and to answer questions of the board.

- In response to Board members' comments on the previous concept plan, Mr. Geraghty stated that this revised concept plan consists of a total of ten housing units: one unit and a community space in the existing historic building; three, two-family unit buildings behind that and the building at the rear will have three housing units.
- The length of the proposed site drive has been limited to 490 feet, and a locus plan has been submitted to show the proposed townhouse structures in relation to existing residential structures in the surrounding neighborhoods.

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**Board Discussion & Comments:**

- A board member commented that these revisions are very responsive to the board's initial comments and that they are a step in the right direction.
- A board member commented that the centerline of the roadway could be extended as it did not appear to be drawn as measured along the centerline from the edge of the right-of-way of the intersecting street to the most distant point of the dead-end street. Ch. Rafsky suggested that Mr. Geraghty's engineer contact the town's engineering department for clarification on the roadway specifications.
- Board member commented that he is in favor of the proposed community gathering space.
- A board member asked for more information on a cross section of this lot from front to back with the proposed structures on it.

**Public Comments:**

None.

**Motion/Action Taken:**

None needed.

Mr. Geraghty stated that further revisions of the plans will be undertaken and he will be in communication with Town Planner Nora Loughnane for future consideration.

**Discussion of Surety for 600 Clapboardtree Street**

Ed Musto was present before the board and informed it that he did not have the performance bond or the tripartite agreement ready tonight and would have it ready for the board's review next week.

**New Business – Reserved for topics not reasonably anticipated to be discussed**

*Moving Together Conference 2014* – Ch. Rafsky informed the other board members that Mr. Olanoff will be attending the Conference on Thursday, October 30<sup>th</sup>. See [www.movingtogetherma.org](http://www.movingtogetherma.org) for more information.

**Adjournment:**

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the board voted unanimously in favor to adjourn the meeting at approximately 9:10 p.m.

**Next Meeting:**

Tuesday, September 2<sup>nd</sup> at 7:30 p.m., in the Library Meeting Room, 660 High Street

**List of Documents:**

Application, Plans & Photographs – 213 Canton Street	PDF
Proposed Lighting Specifications & Outdoor Lighting Summary - Chiara - 569 High Street	PDF
Option 1 & Option 2 Town Home Units – CRP Development, LLC. - 215 High Street	PDF
Proposed Conditions Site Plan & Locus Plan - 615 High Street	PDF
Memo to N. Loughnane Town Planner, dated 07-31-14, re: 600 Clapboardtree St. Subdivision construction cost estimate.	PDF