

Westwood Planning Board Meeting
Tuesday, March 19, 2019
7:00 pm
Champagne Meeting Room
50 Carby Street, Westwood, MA 0290

Call to Order:

The meeting was called to order by Chair Atkins at approximately 7:00 pm. The meeting was video recorded by Westwood Media Center. Chair Atkins summarized the agenda and explained the meeting procedures that would be followed.

Present:

Planning Board members present: David L. Atkins, Jr., Michael L. McCusker, Brian D. Gorman, Christopher A. Pfaff and Deborah J. Conant. Staff members present: Abigail McCabe, Town Planner, Nora Loughnane, Community & Economic Development Director and Jessica Cole who recorded the meeting minutes.

Change to the Agenda:

The Chairman wanted to address an administrative item to resolve Agenda item #3, to prepare for the Finance and Warrant Commission on March 25. He wanted to affirm the motion made on March 12, regarding the Medical Use Warrant Article. The Chairman gave a summary of the March 12th meeting, and wanted to make sure that the correct wording is what the Board decided.

Staff Comments:

Ms. McCabe stated that the vote did not include a motion to revise the definitions for Medical Center or Office of a Healthcare Professional. Ms. McCabe submitted the motion to Fin Com on March 13 the way the Planning Board voted in the motion. After that was submitted, there was some confusion among some Board members, so Ms. McCabe suggested a few options.

Board Comments:

The Board agreed that adding the definitions and motions needed to be more clear going forward.

Dan Bailey, Interim Town Counsel, acknowledged that he did review the tape and understands why there is some confusion. He understood that the motion was to take Medical Center out of the Industrial Office Zone and revised to be only permitted in the Industrial zone. There was some back and forth discussion on amending the office of doctor/dentist to Office of Healthcare professional definition or to leave the definition as it is. It was clear that the rehabilitation center had been removed. Mr. Bailey recommended that best way to protect the Town is to zone for the rehabilitation/treatment center use in a zoning district.

Board Comments:

The Board had lots of discussion about the definitions and use table.

Add in the definitions and the usage table, consider definition the way it is take out excluding offices.

The Planning Board was in agreement to make the article very clear, get Fin Com approval and have it pass at Town Meeting.

Mr. Bailey suggested keeping the definition, but remove "*Offices Within*" and make everything a special permit use in the business districts that way you are regulating everything.

Action Taken:

Upon a motion made by Mr. McCusker and seconded by Mr. Gorman, the Planning Board voted to withdraw the completely article 4-1 (Pfaff against). The Planning Board withdrew the article in full and will send it on to the Select Board.

340 Clapboardtree Street, Limited EIDR Public Hearing – St. Mark’s Cathedral request to construct new entrance and accessible ramp on west side of building.

Applicant:

Nick Chacharone, C & S Construction. He stated that the Church population is growing and they want to add 2 bathrooms on the main level. Mr. Chacharone wants to flip flop the church entrance and add 2 bathrooms which will add 4 square feet to the structure. The playground will stay, they will rework the walkway, add landscaping buffer, fencing, and will relocate the dumpster.

Board Comments:

The security lights are on a timer that face down and will not be on all night.

The walkway will be concrete with an asphalt driveway.

The Board questioned if two accessible spots are enough? *The applicant will check back with the correct number of parking spots.*

A Board member asked if the applicant reached out to their neighbor to let them know about the plan.

Phil Paradis of BETA Group, Inc., acting as Westwood’s acting as Town Engineer. Mr. Paradis discussed his recommendations and added specifications for the pavement and sidewalk which includes 12” gravel for pavement and 6” for the sidewalk. He said there should be a 5% grade for the walk. The bylaw states a 5 foot buffer, and the Church will be putting up a fence and landscape screen in lieu of providing the full 5 ft. wide landscaped area. He did not recommend the underground drainage, as is the Board’s practice, because the soils cannot infiltrate as they are “D” rated soils.

Board Comments:

The Board asked questions about the dumpster screening, the width of the sidewalk and if the ramp will be to code.

The applicant ensured that all will be to code. The Board wanted to make sure that the existing lighting will all be set to the same time, and there were concerns about the downspout at the bottom of the ramp.

Public Comments: Chair Atkins asked for any public comment. There were not comments.

Board Comments:

6 requests for waivers.

Lights will be turned off an hour after closing. *Fr. George, said they are usually out by 8pm with a few holiday exceptions.*

A Board member was concerned with the current lighting near the playground. *The Applicant said they will stay and will be upgraded to an LED on the same timer.*

The Board will waive the application fee.

The Board told the applicant that they still need to reach out to the Conservation Agent.

Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Board voted 5-0 to approve the 7 waivers upon a finding that these are not required for this proposed project. Waivers are granted.

Mr. Gorman read through the following suggested conditions:

1. Applicant shall make the new walkway from the parking area to the new entrance ADA compliant by meeting the correct grade at no more than 5% maximum grade.

2. Applicant is responsible for filing with the Conservation Agent if more than 5,000 sq. ft. of land area is distributed for a Land Disturbance Review under the Stormwater Bylaw.

3. The proposed landscape screen shall be evergreens 8 ft. in height at the time of planting and shall be approximately 6-8 ft. on center to provide an impervious screen. The proposed trees shall be 4 inches in width at the time of planting.
4. The dumpster shall be located in the enclosure provided and the gates shall be closed when not in use.
5. The existing kitchen shall be closed during construction, or appropriately protected from dust and debris, and inspected by the Health Division prior to use. Any alterations to the kitchen will review prior approval by the Health Division and Applicant responsible for filing application.
6. Applicant shall install a no parking sign and/or no parking pavement markings in front of the accessible ramp.
7. Applicant is responsible for applying to the Westwood Board of Health for a waste hauler permit if needed during construction.
8. An asbestos survey shall be conducted in compliance with DEP Asbestos Regulations and Application shall submit electronic copy of the survey to the building permit application.
9. Applicant shall hire a pest control company to inspect premises prior to construction and submit inspection report to the building department and board of health.
10. Provide the required number of accessible spaces
11. Update plan to include the paving detail for sidewalk and pavement
12. Provide the drainage outlet of the downspout by the ramp
13. Lights set to be turned off an hour after close

Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board voted 5-0 to approve the Limited EIDR at 340 Clapboardtree Street with the 13 conditions discussed. Motion passes.

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board voted 5-0 to close the Limited EIDR Public Hearing at 340 Clapboardtree Street. Public Hearing is closed.

777 Dedham Street, Canton - Top Golf Appeal Update and Settlement Agreement

Ms. McCabe told the Planning Board that the appeal is not ready, but she is expecting an agreement ready for review in April.

Prepare for March 25 Finance and Warrant Commission Meeting and Annual Town Meeting.

The Planning Board will affirm the motion made on March 12, relative to the medical use warrant article.

Ms. McCabe stated that at the March 12, Planning Board meeting the Board forgot to continue the public hearing, Ms. McCabe will re advertise the Public Hearing. She recommend not changing your Warrant Articles, once they go to Fin Com, but the Board will usually keep the meeting open/continue in case something comes out Fin Com.

Review of Meeting Procedures and Best Practices

The Chairman will continue to read them at the beginning of the meeting and Ms. McCabe has added it to the back of the agendas and has added extra language, and it is posted on the door. The Board had a discussion on disruptive residents at meetings and how to handle them.

Islington Center Redevelopment Update: Blue Hart Tavern, CVS Permitting Update

The Blue Hart Tavern has been taken down, the applicant wanted to save and restore it, but his structural engineer looked at it and the Town had someone look at it too. It needed a lot of structural engineering and the cost was too much. The land will divert to the Town.

Ms. McCabe has not yet approved the CVS building permit, she has concerns with the lighting plan, and has requested some more info on the CVS plan, and she has asked for material samples.

Approval of Minutes:

The Board was not ready to approve Minutes.

Adjournment:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board members voted in favor 5-0 to adjourn the meeting at approximately 8:20 pm.

Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board voted in favor 5-0 to Open the meeting

Public Comments

K. Winn, 10 Cedar Hill Drive. Ms. Winn had a general comment. She heard a lot of members say they *want to protect the Town*, can you be more specific, an error in process, or being sued by applicants?

Adjournment

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board members voted 5-0 in favor to adjourn the meeting at approximately 8:24 pm.

List of Documents:

<p>340 Clapboardtree Street Public Hearing Notice, Westwood Planning Board, 2/4/2019, 1 page Application Summary, Westwood Planning Board, 1 page Architectural Plans, Gary Moyer Architect, Inc., 11/18/2018, 17 pages Photo of Area to be Altered, 1 page Request for Waivers, From: Nick Chacharone, C & S Construction, To: Westwood Planning Board, 1/30/2019, 1 page Plot Plan, HS&T group, Inc., 2/6/2019, 1 page Owner Authorization, Westwood Planning board, 1/31/2019, 1 page St. Mark Fee Waiver Request, From: St, Mark of Ephesus Orthodox Cathedral, To: Westwood Planning Board, 1/31/2019, 1 page Design Perspectives, Gary Moyer Architect, Inc., 2/4/2019, 4 pages BETA Review - 340 Clapboardtree Street 2-21-18, From: Phil Paradis, BETA, To: Abigail McCabe, Todd Korchin and Karyn Flynn, 2/21/2019, 4 pages Staff Review Comments for 340 Clapboardtree Street EIDR Application, 1 page Revised Site Plan-Clapboardtree #340, Gary Moyer Architect, Inc., 3/7/2019, 1 page Applicant responses to PB Comments, From: Nick Chacharone, To: Abigail McCabe, 3/14/2019, 2 pages Aerial View, 2017, 1 page Wall Sconces Specifications, RAB Lighting, 2 pages</p>	<p>PDF</p>
<p>Planning Board Memo to Fin Com 03-25-2019, From: Westwood Planning Board, To: Jane O'Donnell and Finance and Warrant Commission Members, 3/14/2019, 4 pages</p>	<p>PDF</p>
<p>Town Planner Meeting Summary to Planning Board Members</p>	