

Westwood Planning Board Meeting
Tuesday, April 2, 2019
7:00 pm
Thurston Middle School Cafeteria
850 High Street, Westwood, MA 02090

Call to Order:

The meeting was called to order by Chair Atkins at approximately 7:02 pm and informed everyone the meeting is video recorded by Westwood Media Center. Chair Atkins explained the meeting procedures for the Board's meeting.

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.

University Station, Station Drive, Project Development Review Public Meeting - Proposal for 100,000 sq. ft. four story office building and ~513 parking spaces.

Applicant:

Paul Cincotta from New England Development was present to discuss the plans and background of the property behind Wegmans, that is projected to be finished and be occupied by late summer or early fall of 2020. Mr. Cincotta stated that the proposed tenant is Citizens Bank is 11.5 acre area and the building will have a footprint of 25,000 sq. feet. Citizens Bank will have 600 employees in the new building.

Mr. Cincotta discussed the size, access, landscaping, parking and the grading to manage the slopes. The storm drainage utilities are consistent with the retail space below. Pedestrian connectivity, sidewalk that switches back behind The Gables, and a sidewalk down to LifeTime, still needs to be considered. Outdoor bike racks will be provided for a dozen bicycles and there will be new plantings landscaping.

Jeff Thompson, SGA Architects, discussed the architecture of the building, the different facades, the windows and the materials that will be used. Loading will be on the west side of the building, a patio area is proposed, the roof equipment is screened behind a curtain wall.

Merrick Turner of BETA Group, the Planning Board's Peer Reviewer, was present and feels that most issues will be resolved in the revised plans. He had no concerns with operational issues. BETA's comments were to update the landscaping and pedestrian connectivity with a more pronounced crosswalk, sidewalk connections, encourage more green area in the parking lot, consider some screening at the top of the hill on the "shelf" area, and they still need to work on the lighting plan. A draft O&M (Operation & Maintenance Plan) was provided and reviewed; no generator is proposed.

Board Comments:

Master Development Plan vs this Plan, the Board asked about the differences and changes? Mr. Cincotta responded that there were 3 buildings, and now only one. The Master Development Plan had parking lots under the buildings, that configuration makes up for the difference.

Mike Sinesi, of DSK Architects, the Planning Board's Peer Reviewer, was present and stated that it was a well-proportioned building. He said the entry is well placed, aluminum framing will be wrapped around the punch windows, and the use of the curtain wall and masonry are complimentary and appropriately designed for an office building.

Board Comments:

The Board questioned if he was comfortable with this building as it relates to the other buildings, and Mr. Sinesi was. The Board would like to see the elevation from Target or Wegmans to the proposed building.

Signage, still needs to be submitted, the Board asked for conceptual signage plans.
Inside patio, amenity space, is there a cafeteria within the building? *The Citizens building will be a Training Facility, there are no plans for a full service kitchen, it will be catered.*
Any retail banking here? *No, that is why there is not signage yet.*
Ride share plan for original space, is Citizens aware of this program? Will they participate? *Neponset Valley TMA does supply a shuttle service, Mr. Cincotta thinks that Citizens aware of this program.*
Will they participate in Bike Share? *There is a Bike Share service, but it is still too early.*
Where will snow go to keep 500 spaces? *Citizens will sort out the demands, real estate is a premium.*
Sidewalks, wish to see connectivity.
There was discussion on the elevations too.
Fire protection? *Applicant said there is a high pressure system in side of building on a separate system than rest of University Station development.*
Will there be a LEED certification? *Applicant is not seeking LEED certification?*
The Board is concerned that there are too many parking spaces, and emphasized employees should use the train.
The Board encouraged less parking and more emphasis on public transportation and pedestrian connections - *Employees will be coming from all over New England, they will not be coming from Boston and Providence.*
Any environmental certification? *It has not been discussed*
Water pressure, connecting to the high pressure system, this building is the only building on this system.

Chair Atkins opened the hearing up to public comments.

Public Comments:

S. Olanoff, and member of the Bicycle Pedestrian Committee, was present and expressed desire for a reduced the number of vehicle parking. Mr. Olanoff suggested eliminating an intersection and moves some landscaping to make it safer as pedestrians are walking up the hill. He suggested angling the crosswalks for a clear path, and making sure that bicycle racks are put under the overhang of the building to keep out of the elements and shown on the plan.

Mr. Thompson, project architect, responded that the large number of parking spaces is proposed because this facility is attracting workers from across the region. Employers are not travelling from other cities such as Providence and Boston because this is a training facility for branch workers and other people that are coming from areas not accessed by public transportation and they expect to have people arriving by vehicle. This is due to its suburban location for office demand.

K. Wynne, 10 Cedar Hill Drive, asked about the southernmost part of the parking lot, she is concerned about a car falling over the steep edge. Mr. Cincotta assured her that the entire edge is protected by guardrails and it is bigger than the drawing appears, it is 60 feet across.

Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board voted 5-0 to continue the Project Development Review Public Meeting to Tuesday, April 23 meeting at Downey School, 250 Downey Street, 7 pm.

45 Clapboardtree Street, The Green Company Public Hearing Continued from March 12 - Open Space Residential Development (OSRD) Special Permit. Proposal to construct access road for 40 age-restricted residential dwellings (condominiums), open space area including preservation of the existing field, meeting facility, stormwater management, landscaping, and associated site work.

Chairman Atkins reopened the public hearing.

Applicant:

Michael Terry, Attorney for the Applicant, gave the Board some background on the project. Dan Green, The Green Company, was present to discuss changes since the last meeting. A sidewalk will be added from Clapboard Street through the neighborhood all the way out to Winter Street, there will be 3.5 ft. of green strips with a 4 ft. sidewalk. The sidewalk will be on one side and Mr. Green has agreed to make a contribution to the cost for the sidewalk not to

be constructed to go into the sidewalk fund for the Town. The residential community meeting house was removed from the open space area and shifted closer to the residences. He will pave the soccer field parking lot and add concrete car stops to the 40 spaces. The soccer field's dimensions are 315 x185 feet which is within 11v11 soccer play. Mr. Green proposing deeding the lot with the parking and soccer field to the town, but will need to reach an agreement with terms of use. He discussed the landscape plan with the changes they have made, mostly adding trees along the perimeter buffer and revised the species as requested to remove any proposed White Pines. Mr. Green summarized the requests for waivers, which includes the waiver to locate all the required affordable units within the Open Space Residential Development unless another alternative is determined to be equivalent in serving the Town's affordable housing needs. The proposal includes 2 homes will be affordable with the open space residential development, and a 5 person group home with all five rooms to serve as five affordable units on the Town's Subsidized Housing Inventory. If only four units in the group home were to approved, a third affordable unit will be added to the age-restricted open space residential units so that there are 7 total affordable with this project. Dan Burke, President of Life Works of Westwood, was present to discuss Life Works background. Life Works provides residential support, they own every home, and currently have two homes in Westwood, part of the community. It is about inclusion in the community and their mission is to provide education, homes, and jobs. The homes operate and look like single-family homes that fit in with the neighborhood but provide accessible access for the residents living there by including wheelchair access.

Staff and Board Comments:

Ms. McCabe needs the Town to review a draft deed rider for the group home, this was requested from the Applicant. Review for special permit, to make sure it is in perpetuity for the group home for 5 if approved by DHCD, and a draft deed for the field.

Board members wanted to know when can we count these units in our subsidized housing stock? *Life Works will move forward when needed, they have been approved in their operating budget, and are committed to construction.*

Ms. McCabe stated the next step is to submit to DHCD and Town with a condition adding to affordable housing inventory, and have the affordable housing units prior to any other units are sold.

Possible before next census? Ms. McCabe said yes this is likely with the timing.

Group home under residential housing? Yes

What happens is Life Works go away? *The Special Permit and deed will be restricted as a group home in perpetuity.*

A Board member wanted to confirm that once The Green Company takes ownership it cannot go back to commercial property or medical facility.

Asked for accessible parking spaces at the field.

Board asked for proposed signage plans.

Phil Paradis, BETA, Peer reviewer for Westwood, was present and talked about the sidewalk width, is 4 ft. wide vs 5 ft. wide sidewalk. He thinks that we can resolve many concerns and work of the infiltration systems.

Board Comments:

Sidewalk on one side, no sidewalk on Winter Street. Mr. Paradis said that grading issues on Winter Street would be a challenge.

Language on Sidewalk Funds, the cost must be what the Town would pay to construct the sidewalk, can review with Mr. Paradis.

The Board is looking for more detail on the parking lot and handicapped spots...the Applicant responded that the *parking spots will be compliant and will put them where the Town wants them.*

The Board was wondering about the Sign package, and the Applicant let the Board know that it will come soon, one on Winter and one on Clapboardtree Street, with minimal up lighting.

Chair Atkins opened the public hearing up to public comments.

Public Comments

M. Eramo, 48 Clapboardtree Street, was present and wanted to know what other group homes could go in? If something happened to Life Works? What is the definition of a group home? Requested the Board consider long term if Lifeworks were to cease to exist in the future at this location.

— Dan Burke, said that the state will not allow more than 5 in the home, in the deed, serve adults, Dept. of Developmental Services, Mr. Burke can look up a better definition of Group Home.
Ms. Eramo, wondering what kinds of residents can move in, Mr. McCusker, assured that it will all be in the deed.
How to limit type of residents
Mr. Terry said that the deed will have restrictions, and limit the uses.
In perpetuity, there is a real concern if Life Works is no longer around. *Town Staff will review the language with Town Counsel.*

Staff & Board Comments:

The Board wants to make sure that we make note of why the Board is allowing 4 feet, the Board agrees, due to the space. A larger subdivision would need 5.
The Board asked the applicant, Why 4 feet? *To keep homes tight, Soccer field, it's an open space issue*
The Board is okay with the concrete car stops.

Public Comments:

S. Olanoff, stated that he did not recall waiving to 5 feet sidewalks, generally need 5 feet for two people to pass. Consider getting money for the one foot reduction of cost if a 4 ft. sidewalk is to be constructed.
Mr. Green wanted clarification from the Board for the next meeting.

Board Comments:

The Board is in agreement with the affordable housing proposal for 5 units in group home and 2 in the age-restricted portion.
The Board is in agreement about a 4 ft. sidewalk on one side of the road. Mr. Paradis agreed with the ADA standard, the sidewalks are only 4 ft. in the residential neighborhood and increases to 5 ft. in front of the field and field parking lot at the entry to the property and by lots 5 and 6. Mr. Paradis will review the sidewalk estimate including the 1 ft. reduction for the proposed sidewalk.

Public Comments:

D. Warshay, 18 Colby Way, President of Chase Estates, stated that 4 ft. sidewalks has never been a problem

R. Stairs, 22 Winter Street, had a comment about the guard rail on Winter Street, it is there for a reason, there is a drop off, maybe you can redesign the property, so you can add a sidewalk.

D. Warshay, 18 Colby Way, stated that the guardrail is there for safety reasons, which direction are the houses facing?

Action Taken

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board voted 5-0 to continue the Public Hearing to Tuesday April 23, at Downey School in the cafeteria, 250 Downey Street at 7 pm.

Other Business:

Ms. McCabe told the Board that Top Golf appeal is not yet reached a settlement agreement but discussions are underway, and she reminded the Board that all members must complete Ethics Training every 2 years; it is due by the end of the month.

Islington Center Redevelopment:

Ms. McCabe said that the building permit was issued for the CVS building, the cupola was added and signs were revised to match the approved plan.

The Survey for the Comprehensive Plan is now open until April 17th, spread the word. To date the Town has received 300 responses. There are paper copies available at the two Libraries, Town Hall, Carby Street and the Senior Center. Community Circle and Barrett Planning Group has been selected.

Approval of Minutes: February 26, 2019 & March 4, 2019:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board voted 5-0 to accept the Minutes from February 26, 2019 and March 4, 2019. Minutes accepted.

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 9:45 pm.

List of Documents:

<p>University Station, Station Drive, Project Development Review Public Meeting PDR Application, Narrative & Drainage Report, From: New England Development, To: Planning Board, Abigail McCabe & Dottie Powers, 2/27/2019, 240 pages Operation & Maintenance Plan (O&M Plan) Draft, 100 Station Drive University Station, 2/20/2019, 70 pages Site Plan Set, From: Tetra Tech, 2/20/2019, 25 pages BETA Review Comments, From: Merrick Turner, BETA, To: Abby McCabe, 3/22/2019, 9 pages Floor Plans Rendering East View, 1 page Rendering Patio View, 1 page Public comments from Steven Olanoff</p>	<p>PDF</p>
<p>45 Clapboardtree Street - OSRD Public Hearing Notice, From: Westwood Planning Board, 3/15/2019, 1 page Application Summary, Town of Westwood 4 Step Design Process Summary, From: Grady Consulting, LLC, 2/5/2019, 8 pages Environmental Impact Narrative Statement, From: VHB, 2/5/2019, 6 pages Fiscal Impact Report, From: Fougere Planning & Development, Inc., 1/29/2019, 14 pages Floor Plans, 3 pages Landscape Plans, From: Grady Consulting, LLC, 2/4/2019, 3 pages Meeting House Plans, From: Duckham Architecture & Interiors, 1/23/2019, 3 pages Signed Application - Owner Authorization, Town of Westwood Select Board Comment Letter from Town Administrator Staff Review comments ite Plan Set, From: VHB, 2/5/2019, 18 pages Traffic Study, From: VHB, January 2019, 189 pages Waivers Request, 2 pages Yield Calculation, 2/5/2019, 1 page Affordable Housing Proposal, 2/14/2019, 3 pages Electronic Mail from Dan Green to Abigail McCabe: sidewalk fund contribution Stormwater Management Report, From: VHB, 2/14/2019, 165 pages Planning Board Peer Review Report, BETA Group, From: BETA, To: Abigail McCabe, 3/7/2019, 12 pages Historical Commission Approval, Town of Westwood, 2/12/2019, 3 pages WHAWAHA Letter, From: Westwood Affordable Housing Associates, 3/8/2019, 1 page NEW: Applicant Response to Peer Review Comments, From: Applicant, BETA 3/12-15, 2019, 20 pages NEW: Housing Partnership Memo, From: Sarah Bouchard, To: Abby McCabe, 3/12/2019, 3 pages NEW: Revised Plans OSRD Special Permit, Dated March 25, 2019, From: VHB, 3/25/2019, 19 pages NEW: List of Waivers Special Permit Subdivision Regs Section 5, 3 pages NEW: Stormwater Checklist Stamped, From: Mass Dept of Environmental Protection, 3/13/2019, 1 page NEW: Frimpter Method Calculation, From: VHB, 1/26/2019, 1 page NEW: Hydro CAD Report, 3/13/2019, 45 pages NEW: O&M Figure, From: VHB, 3/13.2019, 1 page NEW: O&M Budget, 1 page NEW: Revised Fresco Floor Plans, March 26, 2019, From: The Green Company, 3 pages NEW: Revised Landscape Plan, From: Grady Consulting, LLC, 3/26/2019, 3 pages NEW: BETA Review Memo, March 29, 2019, From: Philip Paradis, BETA, To: Abigail McCabe, 3/29/2019, 16 pages NEW: Westwood Youth Soccer Letter April 2, 2019, From: Mark Plecinoga, To: Westwood Planning Board, 4/2/2019, 1 page NEW: Recreation Letter Westwood Lodge Site 4/2/2019, From: Nicole Banks, Recreation Director, To: Abigail McCabe, 4/2/2019, 1 page</p>	<p>PDF</p>