

Westwood Planning Board Meeting
Tuesday, May 14, 2019
7:00 pm
Champagne Meeting Room
50 Carby Street, Westwood, MA 0290

Call to Order:

The meeting was called to order by Chairman Atkins at approximately 7:00 pm. Chair Atkins announced the meeting is being video recorded by Westwood Media Center, and he asked if anyone else wished to record the meeting. Chair Atkins explained the meeting procedures that would be followed.

Ms. McCabe noted one change to the agenda; she request the continued hearing for the Open Space & Recreation Plan (OSRP) be further continued and reschedule to July. She reminded the Board that the hearing was continued to this date after approve in February but the review with the state is still pending.

Present:

Planning Board members present: David L. Atkins, Jr., Brian D. Gorman, Christopher A. Pfaff, Deborah J. Conant and William F. Delay. Staff members present: Abigail McCabe, Town Planner and Jessica Cole who recorded the meeting minutes.

Board Reorganization:

Ms. McCabe asked the Planning Board nominate new positions for the new Board officers: Chair, Vice Chair and Secretary.

Action Taken:

Upon a motion by Ms. Conant and seconded by Mr. Delay, the Board voted 5-0 in favor to nominate Brian D. Gorman as Chairman.

Upon a motion by Mr. Delay and seconded by Mr. Atkins, the Board voted 5-0 in favor to nominate Deborah J. Conant as Vice Chairman.

Upon a motion by Mr. Atkins and seconded by Ms. Conant, the Board voted 5-0 in favor to nominate Christopher A. Pfaff as Secretary.

Review Revised Landscape Plan, Station Drive, University Station – Project Development Review approved on April 23 condition # 2 to review updated landscape plan.

Applicant:

Paul Cincotta of New England Development was present to discuss the revised landscape plan for the Upper Campus behind Target and Wegmans. He reviewed modifications to the final Landscape plan per BETA and told the Board that plantings will be added to the East side and will be native and appropriate plantings.

Board Comments:

Will there be striping?

Mr. Cincotta stated that there will be edge striping and signage directing traffic in the front of the building.

Will the species of trees be the same as the trees on Washington Street?

Ms. McCabe stated that they were not, trees being used will be Pin Oaks, Heritage River Birch and Tulip Trees while the ones on Washington Street are Honey locust. The Board received an email from Merrick Turner of BETA, and said that the plantings are adequate and native plantings.

Chair Gorman asked if there were any public comments, there were none.

Action Taken:

Upon a motion made by Mr. Atkins and seconded by Mr. Pfaff, the Planning Board voted 5-0 to approve and accept the landscape plans last revised May 1, 2019 as the final revised landscape plans as required by condition 2 of the April 23, 2019 Project Development Review approval.

Westwood Estates Definitive Subdivision Modification – Public Hearing to modify the approved subdivision layout by altering the lot lines for three lots on Hedgerow Lane (#6, 18, 22) to front on the new subdivision road (Hedgerow Lane) off of Canton Street.

Applicant:

David Johnson, project engineer of Norwood Engineering, was present and did a general historical run through with the project. In 2016 the Planning Board approved the subdivision for 10 lots. He showed the Board the new plans and the original plans. The new plan will have new lots with frontage on Hedgerow Lane and the applicant has worked with the abutters.

Staff Comments:

Ms. McCabe told the Board that Phil Paradis of BETA the Town's Peer Reviewer did not have any issues, questions on the proposed driveway plan and Mr. Paradis agreed with the grading and drainage and it is consistent. The plan is consistent with what the Town voted on at Town Meeting which discontinued a portion of the old Hedgerow Lane cul-de-sac.

Board Comments:

Comment on Frontage? *Ms. McCabe stated that all of the lots do meet the minimum of frontage and they had to reconfigure the 3 lots.*

Lot shape is fine? *Yes*

Underground utilities, Is anything being dug up? *Mr. Johnson said that the drain line is staying and water/sewer will connect to new lines all new connections, but not power, which is overhead, the rest is underground.*

Waiver for sidewalks? *Money has been given to the sidewalk fund, and has been taken care of.*

Canton to University, there is pooling of water? *Once it is finished, there will be no pooling, it was where the utilities were, it will be eliminated with the catch basin, and the final coating of pavement will fix this.*

Chair Gorman opened the hearing up to public comments.

Public Comments:

S. Olanoff, 52 Glandore Road. At the end of the road there is an Emergency Road, have any permits been issued yet? Mr. Olanoff asked that no occupancy permits be issued until all signage particularly related to the emergency road be installed. *All work on the Emergency Road is finished, there will be no blockage when the permits come through and we will make sure there is signage.*

Action Taken:

Upon a motion made by Mr. Atkins and seconded by Mr. Delay, the Planning Board voted 5-0 to approve the Subdivision Modification to modify the lot lines for the lots on Hedgerow Lane as shown on the proposed plans entitled "Modification of Westwood Estates Subdivision of Land Hedgerow Lane, Westwood, MA" dated April 15, 2019 and the "Grading Plan" dated February 10, 2016, prepared by Norwood Engineering.

Upon a motion made by Mr. Atkins and seconded by Ms. Conant the Board voted 5-0 to close the public hearing.

Open Space and Recreation Plan (OSRP) – Continued Public Hearing. The OSRP was adopted by the Planning Board on February 26, 2019 and the hearing was continued to May 14 to allow time for submission to the MA Department of Conservation and Recreation (DCR). Ms. McCabe stated the MA DCR review is pending. The Board reviewed their meeting schedule for the summer and selected a July 23 meeting date.

The Board voted to continue the public hearing to Tuesday, July 23 at 7:00 pm at 50 Carby Street.

357 Fox Hill Street (Map 14, Lot 107) – Approval Not Required (ANR) Plan to split the 5.5 acre lot into two lots.

Applicant:

David Johnson of Norwood Engineering was present to discuss turning the parcel into 2 lots. One lot will be 2.19 acres and the second will be 3.35 acres, which requires 175 feet of frontage and lot width 175.5. The property has a House and Barn.

Ms. McCabe stated that the property is in the SRE Zone, and the Barn will be raised and moved out of Town.

Board Comments:

The Board recalled the applicant being at a Planning Board meeting in the Fall of 2018, the Applicant tried to maintain the property as is.

Ms. McCabe reminded the Board that there was a preliminary discussion which would require waivers and would be closer to the abutters as proposed in the fall; a subdivision to create frontage for the rear lot and the board discussed waiver construction standards to have it look more like a driveway than a road.

Tom Aaron, was present and represents the applicant. He and the current owners wanted to preserve the barn and garden and he and the owner approached the abutters, the meeting did not go well. He knew that the Planning Board would not grant the waivers, so they knew that the owners could subdivide by right. They did try to preserve it.

Board Comments:

How old is the House? *The barn is from 1700, the house is from 1800 and the house is under contract of sale. The new owner will restore the house, and the barn will be repurposed up in NH, and will sell the lot.*

Is that a stone wall? Will it stay? *It is up to the next owner.*

What is the major difference? *Ms. McCabe stated that with a Subdivision you have to create a road and the full subdivision process, but this will be a single house and frontage on Fox Hill Street.*

Chair Gorman asked for any public comments, to which there were no others.

Action Required:

Upon a motion made by Mr. Pfaff and seconded by Mr. Atkins, the Planning Board voted 5-0 to accept and endorse the ANR Plan for 357 Fox Hill Street as a plan not requiring approval under the subdivision control law.

Other Business & Administrative Items:

Ms. McCabe explained that the Planning Boards make recommendations to the Select Board for regional and subcommittees, the Select Board will then make appointments.

Metropolitan Area Planning Board:

Mr. Olanoff explained the duties of the Board, and the Board recommended Mr. Olanoff and Mr. Delay as the alternate.

Housing Partnership Representative:

Ms. McCabe explained this internal town committee, and the Board recommended Mr. Pfaff and Mr. Gorman as the alternate.

MBTA Advisory Board Designee:

Mr. Olanoff gave a brief review of the Board and what they do, the Board recommended Mr. Olanoff and Mr. Delay.

Regional Transportation Advisory Council:

Mr. Olanoff gave a brief review of the council and what they do, the Board recommended Mr. Gorman and Mr. Atkins as the alternate.

Three Rivers Inter-Local Council (TRIC):

Mr. Olanoff gave a brief review, and the Board recommended Mr. Atkins and Mr. Pfaff.

Islington Center Task Force (ICTF):

The Board Recommended Ms. Conant.

Pedestrian & Bike Safety Committee

The Board recommended Mr. Gorman and Mr. Delay as the alternate.

Municipal Task Force:

The Board recommended Mr. Pfaff and Mr. Delay.

Comprehensive Plan Update:

Ms. McCabe discussed the breakdown of topic areas, and the vision and how it will become a public document that the Board will recommend and approve. The steering committee is meeting as a group, but when the committee breaks down into groups the Planning Board liaisons will be invited to the group meetings. The vision session will be held on May 18 at Thurston Middle School at 11:30 am.

Does someone from the Planning Board need to be on the Steering Committee?

The Planning Board made a point that they will not be members on the Steering Committee that the Select Board chose and that they will serve as liaisons. A separate committee because the Planning Board will be voting on the overall updated plan. For the next meeting Ms. McCabe will get a list of who is on what committee and the schedule of each committee. Mr. Delay will take over Housing and Natural & Cultural Resources as the liaison.

Summer Schedule:

Ms. McCabe went through the summer calendar and the Board selected the following meeting dates for the summer: May 28-no applications and Ms. McCabe will cancel the week before if no meeting is needed. June 11, June 25, July 23, Aug 13. Fall will continue as scheduled.

Open Space and Recreation Plan (OSRP) – Continued Public Hearing.

Action Taken:

Upon a motion made by Mr. Pfaff and seconded by Mr. Atkins, the Planning Board voted 5-0 to continue the Open Space and Recreation Plan Public Hearing to Tuesday July 23, 7pm, 50 Carby Street, Champagne Room.

Board signatures for Registry of Deeds and Land Court

Ms. McCabe passed around the form for signatures.

Comprehensive Plan Update – Community Visioning Session on Saturday, May 18 at 11:30 am at Thurston Middle School. Lunch will be provided; there will be raffle prizes and child entertainment.

Approval of Minutes:

Upon a motion made by Mr. Atkins and seconded by Mr. Pfaff, the Planning Board voted 4-0-1(Delay) to accept the Minutes from March 12 and March 19 as written.

Adjournment:

Upon a motion made by Mr. Pfaff and seconded by Atkins, the Planning Board members voted in favor 5-0 to adjourn the meeting at approximately 8:40 pm.

List of Documents:

<p>Meeting Agenda & Procedures Agenda & Meeting Procedures, Westwood Planning Board, 5/14/2019, 2 pages Meeting Summary from Town Planner Abby McCabe to Planning Board Members, dated May 10, 2019 revised May 14, 2019 (8 pages).</p>	<p>PDF</p>
<p>Station Drive Final Plan Review Revised Landscape Plans, From: Shadley Associates, 5/1/2019, 6 pages Planning Board Approval – April 23, 2019, From: Westwood Planning Board, 4/25/2019, 5 pages Full Set of Final Revised Plans, From: Tetra Tech, 5/1/2019, 38 pages BETA Comments – Revised Landscape Plan, From: Merrick Turner, BETA, To: Abigail McCabe, 5/14/2019, 1 page Presentation for May 14, From: Shadley Associates, 5/1/2019, 7 pages</p>	<p>PDF</p>
<p>Westwood Estates Subdivision Modification Public Hearing Public Hearing Notice, Westwood Planning Board, 4/18/2019, 1 page Narrative of Changes, From: Norwood Engineering, To: Abigail McCabe, 4/15/2019, 2 pages Approved Plans Westwood Estates Subdivision 2016-11-01, From: Norwood Engineering, 1/10/2017, 2 pages Proposed Modified Plans Westwood Estates Hedgerow Layout, From: Norwood Engineering, 4/15/2019, 1 page Exhibit Highlighting Hedgerow Layout Lot Changes Proposed, From: Norwood Engineering, 4/15/2019, 1 page 2016 Planning Board Subdivision Approval-Certificate of Vote, From: Westwood Planning Board, 11/15/2016, 16 pages 2016 Approved Plans Westwood Estates Definitive Subdivision, From: Norwood Engineering, 1/10/2017, 16 pages Aerial Westwood Estates Hedgerow Lane 2017, 1 page Visuals for May 14, 2019 Hearing, From: Norwood Engineering, 4/15/2019, 5 pages Proposed Plan with Driveways, From: Norwood Engineering, 2/10/2016, 1 page</p>	<p>PDF</p>
<p>357 Fox Hill Street ANR ANR Plan, From: Norwood Engineering, 4/26/2019, 1 page Aerial 357 Fox Hill Street, 1 page</p>	<p>PDF</p>
<p>Top Golf Settlement Agreement Draft minutes from March 12 and 19, 2019 meetings</p>	<p>PDF</p>