

Westwood Planning Board Meeting Agenda
Tuesday, May 15, 2018 – 7:00 pm
Champagne Meeting Room, 50 Carby Street
Westwood, MA 02090

Call to Order:

The meeting was called to order by Chairman Trevor Laubenstein at approximately 7:11pm.
The meeting was video recorded by Westwood Media Center.

Present:

Planning Board members present: Chairman Trevor Laubenstein, David L. Atkins, Jr., Steven H. Olanoff, Michael L. McCusker and Brian D. Gorman. Staff members present: Abigail McCabe, Town Planner and Jessica Cole who recorded the meeting minutes.

University Station Phase II, Development Area B – Enabling Package Project Development Review – Review of final items and detailed landscape plans for linear park per condition #3 of May 23, 2017 approval for plantings, walks, benches, lighting receptacles, etc.

Applicant:

Paul Cincotta of New England Development, reviewed the park that was approved by the Board in 2017. The layout of the park is essentially the same with one exception, some slight changes because of fire access to the residential condo building revised during the recent Pulte project. The Park features two open elements; a lawn area and a plaza area; Ten (10) foot wide sidewalks and applicable fire access. There will be 2 phases, before Brigham & Women's opening and before Pulte Building opening. Stamped colored concrete sidewalks, sitting walls, bike racks and trash/recycling receptacles. There will be able to make the lights dim, shade will be provided by trees, there will be areas where the earth is mounded to provide privacy and the park is fully irrigated.

There is a controller cabinet on the north westerly side of the Park that will be screened from the park side. Finally, Mr. Cincotta went over the response to BETA's comments chart distributed this evening (exhibit).

Planning Board's Peer Review Consultant Comments:

Merrick Turner of BETA Group, explained that Mr. Cincotta did a good job summarizing BETA's comments in his presentation to the Board. He had a chance to review the Applicant's responses via a phone conference and feel comfortable with the responses provided this evening to the Board.

Board Comments:

Plenty of screening on all sides?

~Yes

How big is the park?

~120 feet long, 60 feet at the widest, but close to 30-40 feet wide.

20 feet for the Fire Truck access

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Is the lighting is brighter than other parts of the park?

~It is still under 3 foot candles. Not a dramatic difference and the lights will be able to dim, probably. With the density of the vegetation it will cut down on the glare.

In response to BETA's comments the plans will be revised to include a concrete pad under all recycling and trash receptacles, it will be a condition of this approval/acceptance by the Board.

Bump up radius at the Fire Truck access before Pulte Building.

When will loam and seeding park take place? Add as a condition to note the specifics of the interim conditions of Phase B in relation to Phase A.

~It will be done during Phase 1

L303: Light indicator? It does not look consistent with the others.

~Applicant will take a look at it and adjust the light post layout as to not conflict with any sidewalks or crosswalks

Jug handle area, what is the height of the plantings?

~Flowering trees, will get big enough so as not to interfere with the sidewalks.

Who will maintain the security of the park?

~Yes, the owner, NED, full time security along with cameras. It's a special place and want to maintain it as safe and inviting.

Will the Park and Plaza area be open to community wide events such as festivals, selling of Girl Scout cookies?

~The space is really for the residents in the University Station Development, guests of Brigham & Women's and employees of the various businesses. The Park is private property, liability is an issue and concern with opening up to community events, but we don't want to shut out anyone.

What shade structures did you look at?

~Circular structure, traditional structure not desirable, a couple of umbrellas and tables with chairs is more desirable.

A Board member wants to see a non-tree shading structure.

Are tables part of the conditions?

~Applicant would like to see if there is a need to see if the demand is there once residents and employees occupy the space.

Ms. McCabe said the Applicant should be willing to agree to a couple of tables and umbrellas if the Board were to impose a condition requiring umbrellas.

~The Applicant agreed to provide tables and umbrellas but asked if the exact density and amount could be approved by staff, the Town Planner.

The Board added the following five (5) conditions in addition to BETA's requests:

1. Security Department of New England Development to coordinate with Westwood Police Department to review the security procedures.
2. Relocate/verify no conflict in the light post location near the sidewalk/crosswalk closest to Brigham & Women's.
3. Show the interim conditions for Phase B will be loamed and seeded.
4. Revise the corner radius for the turn in the sidewalk.
5. Provide tables, chairs, and umbrellas in the Park Plaza, the exact density and amount shall be approved by the Town Planner.

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Public Comments:

There were no Public Comments.

Action Taken:

Upon a motion made by Mr. Atkins and seconded by Mr. Olanoff, the Board voted to accept the revised plans prepared by Shadley Associates from April 2, 2018 and incorporate changes from BETA's May 9, 2018 review memo, and tonight's meeting with the five conditions/request for changes have been discussed here and include the responses to the questions here from Tetra Tech dated May 10, 2018.

The five (5) additional conditions:

1. Review security measures with the Westwood Police Department;
2. Review a proposed table umbrella layout of the plaza with staff;
3. Amend the radii at the intersection of the northwest of the Western Pulte Building;
4. Remove or relocate the light fixture near the crosswalk to Brigham and Women's; and
5. Loam and seed the Phase B area and annotate on the Plan.

All Board members were in favor 5-0.

60-90 Glacier Drive, Modify EIDR* and Special Permit Public Hearing – Request from Prime Motor Group/AMR Auto Holdings, LLC to modify parking plan approved in 2015 and modified in 2017 to reduce the number of vehicles stored on site.

Applicant:

Prime Motor Group, David Makwell, Senior Associate of Kelly Engineering Group, explained that they are here to update the ongoing Zoning Board special permit for exterior storage of unregistered cars. Specifically for tenant changes in the building due to a change in the parking count the new tenant needs more parking and Prime would now like to reducing the storage of cars to allow more parking spaces available for the new tenant.

Staff and Board Comments:

New tenant wants needs parking spots

Ms. McCabe explained that the previous review of the Planning Board required a special permit to allow relief from providing the minimum parking spaces to allow for storage of the unregistered vehicles. However, this new proposal modifies the parking plan so that only the excess spaces are used for vehicles storage. Thus, no parking relief is requested or needed.

No change to the building?

~No

Change any exterior lighting?

~No

Action Taken:

Upon a motion made by Mr. Atkins and seconded by Mr. McCusker, the Board unanimously voted to accept and approve the modified parking plan subject to approval by the ZBA with one special condition that in the event that further tenant or occupancy changes occur within the building, the Applicant shall return to the Board to modify the parking plan and reduce storage spaces.

Continued Public Hearing for Zoning Amendments submitted for Annual Town Meeting, Prepare Planning Board Report to Town Meeting relative to Articles 13 and 15:

Article 13: The Planning Board is sponsoring the map amendment to request the map be amended to include the full Islington Center project. Ms. McCabe explained that the Board voted to make a recommendation to the Finance & Warrant Commission already but the Board should vote to make a recommendation to Town Meeting.

Article 15: Petitioner Article-Resident verbatim what was recommended at the previous town Meeting but with lower limit from 90-to 30. The Board previously gave a negative recommendation for this article. The Board discussed the possibility of making a floor recommendation and how it would be received in relation to the original public hearing notice. It was the consensus of the Board to not recommend a floor amendment.

Ms. McCabe added that the Planning Board typically provides a written report and Chairman Laubenstein will give a verbal report at Town Meeting on May 30, 2018.

Action Taken:

Upon a motion made by Mr. Olanoff and seconded by Mr. McCusker, the Board voted 4-1 (Gorman voting against) to recommend approval of Article 13 to Town Meeting.

Upon a motion made by Mr. Olanoff and seconded by Mr. Atkins, the Board voted 4-1 (Gorman voting against) to recommended against Article 15 because it is too restrictive to encourage redevelopment of underutilized properties, it is in conflict with the stated purpose and goals of the FMUOD bylaw and the proposal violates uniformity requirements.

Upon a motion made by Mr. McCusker and seconded by Mr. Atkins, the Board unanimously voted to close the public hearing on the proposed zoning articles.

Parking Design Standards – Rules and Regulations Amendment Public Hearing, continued from 3/20 & 4/10 – Public Hearing to amend the Planning Board’s Rules and Regulations related to parking standards last adopted in 1992.

Board and Staff Comments:

Ms. McCabe recommended revisions to include standard parking spaces 9 ft. x 18 ft. Does anyone put in smaller spaces?

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~yes, not too often-compact spaces may be adequate

Ms. McCabe suggested revisions include the parking stalls still be 9 x 18 ft., which is the industry standard for clearance, consider adding language relative to electric car charging stations and curb stops or bollards for protection in pedestrian areas or against sidewalks. She requested the hearing be continued to allow more time to prepare draft updates for the Board's review.

Action Taken:

Upon a motion made by Mr. Atkins and seconded by Mr. McCusker, the Board unanimously voted to continue this public hearing to June 12, at 7 pm, at 50 Carby Street, Champagne Meeting Room.

Other Business:

Ms. McCabe reported that samples of the brick styles were received for the Police Station's Plaza Area and she asked for the Board's input on the brick style. The Town is hoping to have the Farmer's Market there this summer. June 12th will be the first day of the Farmer's Market. Need a preference on the brick color: Three board members liked the darkest red.

Ms. McCabe noted that there was also a verbal request to relocate a light fixture hoping to move the switching of a light fixture because of the interference of a tree. Ms. McCabe is looking for an okay, and the board agreed to allow this light fixture relocation by administrative approval.

-Various Committee Reports – Affordable Housing in proposed OSRD,
Open Space & Recreation Plan Committee, Pedestrian Bike Safety Committee

- Progress on Zoning Reform Legislation

Meeting at the State House: Last year it made it to the Senate this year hope to make it to the House. Letter being sent to all of the State Reps. Zoning Reform means: ANR would be replaced and can be tailored to the scope, zoning board would have more power.

Approval of Minutes: 3/20, 3/26, 4/4, 4/10, 4/23, 4/30 minutes

Action Taken:

Upon a motion made by Mr. Olanoff and seconded by Mr. McCusker, the Board unanimously approved the Minutes from 3/20, 3/26. 4/4, 4/10 4/23 and 4/30 were accepted and amended.

Housing Sub Committee meeting: 215 High Street OSRD Project

They are looking at properties to make Affordable Housing. This is the challenge, it is hard to convert housing. We saw a good alternative in Medfield. Find a parcel of land and then work with a builder. The Islington Project will add 12 additional units [SHI] which will be huge for Westwood.

Upcoming Planning Board Meetings: The meeting originally planned for May 29 can be canceled. The next regular meeting is June 12.

Upcoming OSRP Committee: Wed. 5/16; 7 pm at Thurston Middle School to review draft goals and objects

Gay Street Sidewalk: 30% Design Meeting scheduled for 7:00 pm on Wednesday, June 6 at the Main Library.

Westwood Public Works has hired BETA to look at all of our sidewalks in town. Initiative pushed by Pedestrian and Biking Committee. Need to make sure the town is ADA compliant, this would be a major part of it.

Adjournment:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Board voted 5-0 in favor to adjourn the meeting at approximately 9:14 pm.

List of Documents:

University Station - Submission for Approved PDR	PDF
Cover Letter, From: New England Development, To: Abigail McCabe, University Station Park Design Plan Review, 4/12/2018, 1 page Plans-Landscape Details Revised 2018, Shadley Associates, 4/2/2018, 12 pages Decision from May 2017 Enabling Package for Linear Park, 5/26/2017, 6 pages Approved Plans from May 23, 2017, From: Tetra Tech, To: Abigail McCabe, Proposed Medical Office Building, 5/16/2017, 60 pages BETA's Review Comments from May 2017, From: BETA, To: Abby McCabe, Medical Office Building Enabling Plans, 5/22/2017, 6 pages Applicant's Response to Comments, From: Tetra Tech, To: Paul Cincotta, New England Development, University Station, 4/25/2018, 5 pages Park Lighting Plan, From: Tetra Tech, University Station Phase 2, 1 page Details Sheet, From: Shadley Associates, University Station Phase II, Medical Office Building Enabling Plans, 1 page Stormwater Infiltration Report, From: Sanborn, Head & Associates, Inc., To: Kurt Sjostedt, New England Development, 10/16/2017, 14 pages Geostorage Shop Drawing, Underground Stormwater Detention System Specifications, 5/13/2017, 4 pages Landscape Master Plan, From: Shadley Associates, University Station Phase II Area, 1 page Planting Rendering, From: Shadley Associates, Plant List, 4/23/2018, 1 page BETA Review Comments, May 9, 2018, From: Merrick Turner, To: Abby McCabe, Medical Office Building Enabling Plans-Linear Park, 5/9/2018, 8 pages Applicant's Response to Comments 5/14/2018, From: Nathan Cheal, Tetra Tech, To: Paul Cincotta, New England Development, University Station, 5/14/2018, 1 page Outstanding Comment Matrix 5/14/2018, 5/9/2018, 1 page	

<p>60-90 Glacier Drive</p> <p>Public Hearing Notice, 4/25/2018, 1 page Application, 4/20/2018, 2 pages Revised Parking Plan, From: Kelly Engineering Group, Prime Motor Group Proposed Parking Plan, 5/15/2018, 1 page Parking Letter From Applicant, From: Prime Motor Group, To: Town of Westwood building Division, 60 Glacier Drive Parking Plan, 4/4/2018, 1 page Original Approval 2015 Decision, Town of Westwood, 7/7/2015, 7 pages Approved Parking Plan from 2015, Kelly Engineering, 6/15/2015, 1 page 2017 Modification Approval/Decision, Town of Westwood, 4/10/2017, 7 pages 2017 Modified Approved Plan, Kelly Engineering Group, 2/17/2017, 1 page</p>	<p>PDF</p>
<p>Continued Public Hearing For Zoning Amendments</p> <p>Proposed Zoning Map, May 2018, Town of Westwood, May 2018, 1 page Town Meeting Warrant Posted April 14, 2018, Town of Westwood, 12 pages Planning Board Memo to FinCom 4/19/2018, From: Abby McCabe, To: Jane O'Donnell, Planning Board Update for Annual Town Meeting Zoning Articles, 4/19/2018, 3 pages Article 13 Zoning Change Visual, 5/30/2018, 2 pages Town Meeting Warrant Book, Town of Westwood, 5/30/2018, 112 pages</p>	<p>PDF</p>
<p>Board Rules & Regulations Public Hearing</p> <p>Old Bicycle Parking Design Guidelines/Amendments Approved on 4/10/2018, Town of Westwood Planning board, 8 pages Current Parking Design Standards (Vehicles), Town of Westwood Planning Board, 5/18/1992, 3 pages Public Hearing Notice, Westwood Planning Board, 2/26/2018, 1 page Changes to bicycle Parking Guidelines Approved on April 10, 2018, 1 page</p>	<p>PDF</p>