

**Westwood Planning Board Meeting  
Tuesday, October 9, 2018 – 7:00 pm  
Champagne Meeting Room, 50 Carby Street  
Westwood, MA 02090**

**Call to Order:**

The meeting was called to order by Chairman Atkins at approximately 7:03 pm. The meeting was video recorded by Westwood Media Center.

**Present:**

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

**446 High Street (Assessor's Map 09, Lot 098) Approval Not Required (ANR) Plan to split single-family house lot into two lots**

**Staff Comments:**

Ms. McCabe explained the property is currently a single-family house lot with an existing house and barn in the SRC zone which requires 125 ft. of frontage. The plan proposes splitting the back of the lot into a new lot. Lot 1 will contain the existing barn and house with 328.91 ft. of frontage on High Street and the new lot 2 proposes 125.44 ft. of frontage on Fox Hill Street.

**Board Comments & Questions:**

A board member asked if the existing house or barn is being demolished. Ms. McCabe responded that the plan shows the existing structures remaining.

*Action Taken:*

Upon a motion made by Mr. McCusker and seconded by Mr. Pfaff, to approve the ANR plan for 446 High Street. All Board members in favor, 4-0.

**215 High Street, Westwood 215 High LLC - Pre-application review of the preliminary OSRD (Open Space Residential Development) approval from March 2018 for senior housing.**

Michael Yanoff was present to reintroduce the plan. Mr. Yanoff explained that he is a Westwood resident looking to downsize and stay local. He has partnered with another resident and they are looking to build a community they can live in. They are currently working with an abutting property owner to obtain a portion of the land to meet the minimum land size requirement's to file this application as an Open Space Residential Development (OSRD).

In response to a board questions about including a community facility, Mr. Yanoff said he spoken has spoken to Fox Hill and they are willing to share facilities.

Meeting the affordability requirement is still a big expense and they are looking to purchase a two-family home and an additional single-family residence off site to provide the minimum of three units.

Mr. Yanoff's partner, Lee Barberi explained that he wants to build it in Westwood and has built Highland Meadows in Weston.

Board Comments and Questions:

A board member asked about the open space requirements and how it would be maintained.

The Applicant responded that there would be a homeowner's association and they would be required to maintain the open space areas and common areas.

The board members were supportive of providing the affordable units off-site.

The board asked about providing a community facility which is required by the zoning unless determined not to be necessary by the Planning Board.

The Applicant responded that they have shown a small gazebo and didn't believe a community center or indoor gathering area would be desired.

Board members encouraged the applicant to incorporate a community center component such as outdoor gathering or entertainment spaces. The board will have to make a positive finding that the proposal meets the social needs of the residents.

Board members encouraged continued discussion with neighbors.

Staff Comments:

Ms. McCabe reported that in March 2018, the Planning Board approved the Preliminary OSRD (Open Space Residential Development) Plan for 19 single-family age-restricted units.

That approval essentially approved the density of the 19 units and gave initial support for the affordable housing being off site (15% requires 3 units). The Board had also recommended incorporating the community facility, trails, perimeter landscaping, and the units must be secured prior to any Planning Board Special Permit approval.

Public Comments:

A. Yanoff, 21 Longmeadow Dr., added that she wants to live there and they have been looking for a place to downsize.

### **Comprehensive Plan Update Work Session**

Ms. McCabe gave an update that notecards were distributed at Westwood Day and talked to many people about volunteering for the Comprehensive Plan Steering Committee. The surplus cards were distributed at the libraries, the senior center, Town Hall, the ICC and Carby Street. Staff has sent out weekly email blasts to about 200 residents and distributed to other boards

and committees. Applications are due Friday, October 12. A total of 149 people signed up on the Westwood Wire to receive updates specific to the Comprehensive Plan. Seven applications submitted so far, but nine would be the minimum preferred. Ms. McCabe will keep following up with people. The Board of Selectmen will get the applications, review them and make appointments. The Board suggested reaching out to the Hometown Weekly.

Ms. McCabe said that staff is updating the data, redlining what has been completed to give a draft of the updated conditions to the steering committee members.

**Draft RFP for Consultant Services** – Ms. McCabe will work on this next, draft not yet prepared.

**Other Business:** Review upcoming ZBA application for an accessory apartment at 866 Gay Street. A draft memo was prepared by staff and there were no additional comments from the planning board.

Associate Planning Board Member: Currently only two applicants: Steve Rafsky and Steve Olanoff, staff will confirm the joint meeting which is expected November 5<sup>th</sup>.

**Other Misc. Updates: October 23** – This meeting will be at Town Hall, upstairs due to early voting at Carby Street.

**November 5** – Meeting will also be at Town Hall so we can hold the joint meeting with the Board of Selectmen for the Associate Planning Board Members and possibly also selection of Comprehensive Plan Committee. The Planning Board will meet with the Board of Selectmen if we have other items.

**Adjournment:**

Upon a motion by Mr. McCusker and seconded by Mr. Pfaff, the Board voted 4-0 in favor to adjourn the meeting at approximately 8:15 pm.

**List of Documents:**

<p><b>446 High Street ANR Plan</b>          Application ANR 446 High Street, 9/25/2018, 2 pages          Plan ANR 446 High Street, From: GLM Engineering Consultants, Inc.,9/18/2018, 1 page          Aerial View 446 High Street Existing, 1 page</p>	<p><b>PDF</b></p>
<p><b>215 High Street - Pre-Application Conference</b>          Meeting Request Narrative, From: Michael Yanoff, To: Abigail McCabe, 10/3/2018, 1 page          Preliminary Review Hearing Presentation 215 High Street OSRD, From : High Meadow Team, 20 pages          Existing Aerial View, 1 page          Planning Board Preliminary OSRD Approval, March 20, 2018, Town of Westwood, Planning Board, 6/28/2018, 2 pages</p>	<p><b>PDF</b></p>