

**Planning Board Minutes
Tuesday December 11, 2018
Downey Public School Cafeteria
250 Downey Street
Westwood, MA 02090 7:00 PM**

Call to Order:

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

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.

45 Clapboardtree Street, Green Company – Public Hearing for Preliminary Review of an Open Space Residential Development (OSRD)* proposal for construction of 40 age-restricted residential dwellings at former Westwood Lodge site.

Applicant:

Michael Terry, introduced himself as the attorney representing The Green Company, and introduced Dan Green. Mr. Green, President of the company, summarized the proposal. He informed the Board that he builds “Empty Nesters” housing and showed photos of examples of his work inside and out in other communities. He explained that he is proposing a townhome community. Mr. Green said that they recently held a neighborhood meeting and the major concerns centered around traffic and wanting to know the plan.

Mr. Green explained that he is proposed 40 single family age restricted units (40 homes 38 duplexes and 2 singles with the same home styles), which means at least one of the residents has to be over 55, each with 2 bedrooms, they would be approximately 2,000 sq. ft., and they are committed to providing six (6) affordable units as required by the zoning. They are proposing to have 50% open spaces and will keep the soccer fields for the town. He would like to ask the Planning Board to consider providing the affordable units off site; he has met with planning staff and the Town’s Housing Agent to discuss options. The yield calculation was submitted showing according to the zoning bylaw, 68 residences are allowed for an age-restricted OSRD for this property.

Mr. Green spoke about the waivers that he will be requesting from the Planning Board for the final design if that goes forward.

Waiver Summary from Applicant:

- Right now, Mr. Green is looking for a waiver for the Preliminary Review Plan requirement of showing the tree locations at 10 inch caliper or greater, and the plans have shown 24 inches.
- Request for the Open Space be preserved as the soccer field. Requires a waiver because the zoning requires the open space to in its natural state
- From providing the presentation model, scale model-not really necessary, want a waiver on it
- Street Intersection Location within 600 feet from other intersections. The road has been designed to exit near existing driving but both road entrances are closer than 600 ft. to Winter and Clapboardree Streets and Winter and Colby Streets.
- Waiver to provide 20 ft. of paved roadway, when 22 ft. is required
- Waiver for the centerline radii curvature. The property lines can be rounded but requesting the road to be cut back to keep to a smaller feeling, waiver to not be quite that wide.
- Roadway improvements-sidewalks of 5 feet width, requesting waiver to proposed 4 ft. wide sidewalk
- Grass plots; 6 feet from the edge of the road on each side of road, want a waiver on that. Roads and utility are private, no school children.

Board and Staff Comments:

Ms. McCabe, Town Planner, said Mr. Paradis of BETA Engineering provided a review memo and received comments from the Board's review staff. She summarized the following staff comments were also provided:

Conservation Agent - the project will require a stormwater bylaw land disturbance permit

Historical - The demolition of two of the building will re require a hearing under the historical structures bylaw.

Public Works – Would like to see sidewalks installed to connect this development to surrounding sidewalks so there is a connection on Clapbaordtree and Winter all the way to Colby. They also support traffic intersection improvements.

Phil Paradis of BETA Group, acting as the Town's on-call Town Engineer, gave a summary of his review memo. He noted that most of the existing mature trees are on the ANR lots and not in the OSRD proposed area and was not opposed to the waiver from showing the 10" trees. He recommends the Applicant provide crash records and site distances at the existing driveways; details of the curb turning radii need to be provided to the fire department to make sure they are adequate for the safety vehicles; consider another parking option for the fields that does not take any area away from the existing field area; avoid mid-block crossing that is current shown between lots 5 and 6 so that pedestrians stay on one side of the road and not cross over.

The Chair opened the hearing up for public comment. The Chair invited everyone to the podium to say their name and address for the record. He reminded everyone to stay on topic so that everyone may be heard.

Board members expressed support for a meandering sidewalk and agreed that it should be 5 ft. wide to allow room for people side by side.

Public Comments:

Mr. P. Fenn, 53 Milk Street – Concerned with traffic and would like to see a traffic study related to Clapboardtree Street. Would also like to have peer review for traffic and stormwater. Generally supportive, asked that swales, rain gardens and snow storage areas be considered.

Ms. McCabe responded that the Planning Board will get a professional peer review consultant to review the full special permit application when it comes in and will look at traffic engineering, draining study, etc.

S. Arnone, Colby Way – Commented that there is a fence on the property, set back 20-30 feet, fence in need of repair or replacement, will it be moved or replaced? She would like to see the fence repaired or replaced or other privacy measures such as green space in the winter.

D. Warshay, resident on Colby Way and Chase Estates President, he spoke in support of the project believing this project is good for the abutters.

S. Olanoff, 52 Glandore Road and former Planning Board member and currently Associate Planning Board Member. Believes the proposal with the separate ANR lots do not meet the purpose of the OSRD and recommended those lots be included into one OSRD project with more open space. He spoke against waiver request for 4 ft. wide sidewalks and support for 5 ft. concrete sidewalks on both sides. He was supportive of adding sidewalks onto Winter Street to make a great loop for 55+ residents.

M. Sullivan-Trainor, 66 Winter Street, spoke that she has significant concerns with traffic at the Winter Street drive. She wants to see more landscaping for screening and open green space.

C. Gopal, 102 Canton Terrace, asked about a market study, asked about the affordable units, and asked about impact on the school system.

Mr. Green responded that there are no similar empty nester homes in the Rte. 128 area. Reynolds Farm and University Station are very different properties. The over 55 communities are not expected to have a significant impact on schools. He built Pine Hills in Sudbury with 1,000 homes with only 10 children. Mr. Green also responded to earlier questions adding that they will submit a traffic study with the special permit application will incorporate landscaping, snow storage, and a meandering sidewalk into the final design of the plans. The Green

Company manages the condo association, and creates an advisory board, and will stay on 5-10 years after the last home is sold.

Board Question and Comments:

A Board member asked what the project home prices are.

Mr. Green replied the price depends on what they need to do and based on market and could be in the \$800-900K range.

Continued Public Comments:

T. Mullin, 126 Pond Street, representing Westwood Youth Soccer, spoke in support of the project to include saving and keeping the fields. He explained that a substantial number of Westwood's K-9 population plays in the Westwood Youth Soccer program. Mr. Mullin asked that the soccer field and parking lot is done first and careful timing to limit disruption to the field's during construction particularly during soccer season in the fall and spring.

Mr. Becker, 1227 High Street. Commented that he had concerns, particularly with the site distances are in place as safety matters. Feels the Applicant is asking for a tremendous number of waivers. Wants to see the affordable housing units on site, and feels that the Town should require 25%.

The Applicant clarified, and staff agreed, that the waiver request is not for site distances, but for the alignment of the road and the distance to the closest intersections.

M. Watsky, 65 Mayfair Drive, member of Temple Beth David, and former President of the Temple. He asked that the Applicant maintain the fence for head in parking at the Temple. Would love to see a walk or physical connection to the open space and the Temple.

D. Hayes, 84 Magnolia Drive, Were all the calculations for density based on all the lots, or just the Dark Green lots? Applicant responded just the dark green lots.

Board Discussion:

The Board members discussed the requested waivers. Board members agreed that the plans showing the 24" caliper trees was sufficient for this review.

Ms. McCabe elaborated on the process. Tonight the Board is review the preliminary plans to set the maximum density and determine if the property is suitable for an OSRD age-restricted development. The Applicant submitted a "proof plan" showing 11 ANR lots which was submitted to show what the Applicant can do by-right (without Board approval). Once a preliminary review is approved, the Applicant is then allowed to work on a special permit submission. The preliminary review approval does not allow the Applicant to build or any site

work. The ANR lots do not require Board approval other than an administrative act if they have frontage on an existing road, which they do.

Chair Atkins recommended the Board focus discussion on the waivers so they can provide feedback for the Applicant on what they would like to see, specifically the affordability requirement and asked the Housing Agent to summarize her memo.

Sarah Bouchard, the Housing Agent, provided a memo to the Board and was present to summarize her memo. Ms. Bouchard explained that affordable housing can take many forms and that it is deed restricted. Her memo explained that the Applicant is required to provide 6 affordable units within the OSRD development, unless the Planning Board finds another alternative to be equivalent to meeting the town's housing needs. Her memo included four possible options the Planning Board could consider in the final application. She also explained the affordable unit requirements of the Town and State DHCD (Department of Housing and Community Development) requires the units to be evenly distributed in a development, indistinguishable, and a marketing plan is required. A market study to establish the needs for services is recommended to be done early in the process by the Applicant. She noted that DHCD is not overly supportive of age-restricted affordable units because it is another item that limits the market for available qualified applicants but it can be considered. In response to an earlier request for a Westwood preference, that is something that can be asked for DHCD consideration as well. Her memo looks at some alternatives for the Board's consideration, and things ultimately the recommendation would be for a combination of on and off-site [*referring to outside of the open space age-restricted project*] affordable units to meet the requirement for six. She summarized Option 1, her preference, being the developer donates one of the ANR parcels to a non-profit Department of Development Services partner that would construct a single-family home for people with disabilities, which would provide four affordable units to be included on the Town's Subsidized Housing Inventory (SHI) and Applicant also provide 3 affordable units within the OSRD to provide a total of 7 affordable units to be on the SHI. Option 2 is strict adherence to the zoning by providing 6 affordable units within the OSRD, Option 3 is a mix by providing 3 within the OSRD and 3 others elsewhere in town to provide family affordable housing units but those properties would need to be identified early. Option 4 is the Applicant use the ANR parcels on this property but outside of the OSRD to provide six affordable units such as a home for disabled residences and a two family.

Chari Atkins led the discussion on the waivers. He explained that the waivers aren't necessarily official at this time – except the trees size on the preliminary plans – but the other waivers will give guidance as the process moves forward so the Applicant can design the plans.

Board Discussion of Waivers:

- Board was in support for preservation of the soccer fields.
- Board was in support of waiver to show only 24" trees and not 10" and greater.
- Board consensus is to provide a 5 ft. wide walk within the development that could be meandering throughout and not necessarily along the road.

- Support for the indoor community facility that is big enough to serve the development.
- Board not supportive of reduced road pavement width.

Applicant responded that they are proposing a facility with a kitchen, storage area, coffee area, social gathering space, mail room.

-Board support for Option 1 for the affordability requirement which is a mix of within the OSRD and out, and providing a total of 7 affordable units to be beneficial.

-Board not in support of waiver for reduced pavement width.

The other waivers will be reviewed in more detail when the special permit plans are fully designed and reviewed further.

A resident asked if the Applicant is required to provide a Subdivision Proof Plan? The Board responded that that is not required.

Board Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board members voted 5-0, to waive the preliminary submission requirement of Section 8.3.15.1 to show all existing trees over 10 inches in diameter. The Board finds the plans dated December 5, 2018 showing the trees 24" and greater is sufficient to consider this application and much of the mature trees are beyond the OSRD project area.

Mr. Mullin, Westwood Youth Soccer, asked about the field's maintenance. Mr. Green responded that he would work to coordinate construction. Ms. McCabe said that at this stage it is a little early, but when the Planning Board is finalizing the special permit with the Applicant they will look at a construction schedule for the least amount of disruption and typically have specific conditions to work on phasing and timing.

Board Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Board voted 5-0 to approve the maximum density of forty (40) residential dwellings as submitted in the Preliminary OSRD Plan application from The Green Company. The Board finds this property a suitable location for an age-restricted OSRD project. The Board makes the following recommendations for modifications to be incorporated into the final special permit application:

1. Consideration of off-site pedestrian improvements to provide connections beyond the project site to connect to nearby existing sidewalks.
2. Provide an indoor community facility large enough for family and group gatherings.
3. Incorporate at least one sidewalk within the development that is 5 ft. wide, may be meandering.
4. Inclusion of low impact development (LID) techniques and infiltration best management practices.

5. Applicant must meet the affordability requirement of providing at least six (6) affordable units within the project or another approved location.
6. Road pavement width shall be at least 22 ft. paved.

Action Taken:

Upon a motion by Mr. Gorman and seconded by Mr. McCusker, the Planning Board members voted 5-0 in favor to close the public hearing.

240 University Avenue, Dacon Corporation - EIDR* Public Hearing for façade changes, parking lot and landscape improvements.

Jennifer Luoni, representing the Applicant, talked about the building improvements. The building is currently vacant, and are looking to occupy it for storage, revitalize the uses. The plan is to replace all the windows, remove the canopies, the brick is failing, add metal panel on the back side of the building.

Drew Gavin, Meridian Associates., summarized site improvements have to do with the parking lot, restripe adding 3 handicapped spaces, 1 catch basin, replace and add a new one of the other side, add water treatment, pipe water into the town system, improve the water treatment. Landscaping improvements, and handicapped accessibility.

Board Comments:

Replace the parking lot?

-Replace it entirely and owner is in agreement, and regrade to the drainage structures.

-Ms. Luoni is in agreement with the comments

Will fix the lip on the sidewalk?

-Yes.

Staff Comments:

Ms. McCabe noted that the project also requires a special permit with the ZBA under the Water Resources Protection Overlay District because of the improvements within 400 ft. of the public water supply. Applicant is working on ZBA application for a January 16 hearing.

Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board members voted 5-0 in favor to continue the public hearing for the EIDR at 240 University Avenue to Tuesday, January 8, 2019 at 7:00 pm at 50 Carby Street.

36 Phillips Way, Eramo Building – Earth Material Movement (EMM) EIDR* Public Hearing for grading changes to the residential lot

Applicant:

Phil Eramo, of Eramo Building, was present. He owns the lot and is building for a couple in Westwood. He will break the slope with 2 retaining walls, break the grade, and to give the homeowner a flat piece of property. There is an 11 foot elevation change, tiered by 2 walls, Mr. Doyle thought it would be best for Mr. Eramo to come to the Planning Board meeting. He will make the walls out of natural borders.

Staff and Board comments:

Raising the grade of existing slope more than 5 feet after construction for the single family house lot. In 2017 Phillips Way was accepted as public road. The builder has set a bond to protect the road from damage as was conditioned as part of the street acceptance. The project recently received approval from the Conservation Commission.

Increased with local soil?

-Yes

-Making a tiered grade

Threshold height requirement?

-3 foot grade requires a fence, but it's not a walkway.

Not exporting soil?

-No

Catch basin, can you protect it?

-The catch basin 2 lots down, the site is in a gully, nothing would flow off my site, it would have to go uphill

Phil Paradis, of BETA Group acting as on-call Town Engineer, recommends protection of the catch basin to limit sediment from getting in.

Observed Catch basin across from the site,

-Project is on the other side of the road, I told Todd Korchin, DPW, that I would clean it out, I built the road, there is a lot of silt in the road, but he will clean it. Silt Sack under it I can do it, I will not create silt, and I have a construction entrance.

Mr. Eramo will clean it.

Would like to see a detailed plan of the Boulder wall, and certifications not exceeding 200 cubic yards.

Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Board voted 5-0 to approve, 36 Phillips Way, Eramo Building – Earth Material Movement (EMM) EIDR Public Hearing for grading changes to the residential lot with additional wall details and the following suggested conditions.

1. The Project Engineer shall provide certification statement from project engineer to confirm that more than 200 cubic yards of earth will not be imported or exported.
2. Any future plan or site modifications will require Applicant/Owner filing with the Conservation Commission and Planning Board.

3. The existing pavement on Phillips Way shall be protected from damage from loading and unloading of material and/or equipment related to the proposed construction.
4. The catch basins on Phillips Way shall be cleaned and protected with a silt sac and installed prior to any further work on site.
5. Provide erosion control measures for temporary stockpiles of materials.
6. The crushed stone entrance shall be replaced when the stone becomes clogged with dirt or is no longer effective in preventing excess tracking of material onto the public way.
7. The Applicant shall notify the Town Department of Public Works during installation and backfill of infiltration chamber and the roof drains that are proposed to ensure compliance with the design.
8. The project engineer shall certify that the infiltration system was installed per the proposed design shown on the submitted and approved plan.
9. Project related construction and earth material movement shall comply with the Town's General Bylaws Chapter 292, for Noise and Construction between 7:00 a.m. and 7:00 p.m. Monday through Saturday and 12:00 p.m. to 7:00 p.m. on Sundays.
10. All trucks carrying earth material to or from 36 Phillips Way shall be required to access Phillips Way via Margery Lane from Trailside Drive through Bubbling Brook Road and North Streets in Walpole.
11. If the Project, or any Condition imposed in this Decision, requires permit, license, or other approval from any other board, committee, or agency of the Town of Westwood or other regulatory agency of the Commonwealth or the federal government, the Applicant shall make an appropriate application for the same. If any condition of such permit, license, or other approval from any other board, committee, or agency is inconsistent with this Decision, the Applicant shall make application to the Planning Board for amendment of this Decision, and the Planning Board shall consider such application in accordance with the requirements of M.G.L. Chapter 40A § 9 and all applicable Planning Board rules and regulations.
12. Applicant shall promptly repair any damage which Applicant causes to sidewalks, street pavement, signs or other fixtures or features within the public right of way, after obtaining permission from the Town. Such repairs shall be performed to Town of Westwood standards.
13. Provide detail of the boulder wall.

Action Taken:

Upon a motion by Mr. Gorman and seconded by Mr. McCusker, the Planning Board members voted 5-0 in favor to close the public hearing.

Public Hearing to review the Open Space and Recreation Plan (OSRP) updated through December 11, 2018 by the Open Space & Recreation Planning Committee

Ms. McCabe reported that the Open Space & Recreation Steering Committee met on November 15 and reviewed a plan draft. They made final edits and voted to forward the Plan to the

Planning Board. An updated drafted revised through December 11, 2018 was provided to the Planning Board.

Nora Loughnane, Community & Economic Development Director, encouraged the Planning Board to take the time to review the revised OSRD add comments. She recommended opening the review up to the public, residents should review it and look at it closely, distribute to other boards and post to the website and social media.

Ms. Loughnane summarized that an overarching goal is to pursue adoption of the CPA (Community Preservation Act), a new goal since the 2000 plan is for an indoor recreation facility, and the plan calls for better management of the conservation properties. She said that the OSRP should be adopted before the Comprehensive Plan is adopted. Open Space and Recreation Plan's have specific state standards, and the state needs to approve it. It would be helpful to send to Town Meeting. The Planning Board approves it and then it is brought to the Selectmen for consideration at Town Meeting.

Mr. Olanoff, Chair of the Open Space & Recreation Plan Committee, gave a history and summary of the Community Preservation Act. The first time the Town had an election, the 2nd time it was voted on at Town meeting, it was defeated both times. This is not final, there may be some typos, but the goals are correct.

Nora Loughnane, there is an ADA requirement and it has not yet been incorporated, but will be added as an appendix.

Ms. McCabe will promote it, put it on the Planning Board website and Facebook page.

Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. Pfaff, 5-0, the Planning Board members voted 5-0 in favor of continuing the hearing to January 8, 2019.

Morgan Farm Estates, OSRD-EIDR Definitive Subdivision – Request for partial bond reduction for Phase II

Phil Paradis, BETA, gave a recommendation of \$ 27,746 balance for the remaining work but noted that there is a bit of confusion about the number of trees: what was planted and what was proposed, it has not been finalized. The Board recommended finalizing the street tree plan to determine the number of trees before releasing the funds and request plan be submitted to the Town Planner. The Board did not act on the bond reduction request.

Recommend this be continued to January 8th to allow more time for inspection, review, and a recommendation on the final cost estimate for the remaining work.

Review of Zoning Amendments to submit for inclusion on the Annual Town Meeting warrant

Chair Atkins summarized the list of articles discussed by the Planning Board at the last meeting.

Article 1 – Zoning Amendment Related to Accessory Uses in Highway Business zone, one that was approved by Town Meeting in November 2017 and disapproved by Attorney General.

Article 2 – Zoning Amendment Related to Medical Uses, one that was approved by Town Meeting in November 2017 and disapproved by Attorney General

Article 3 – Housekeeping Zoning Article, one that was approved by Town Meeting in November 2017 and disapproved by Attorney General

Article 4 – Perimeter Fence Height to increase by-right from six feet to seven feet.

Article 5 – Private Residential Garage or Storage Area for more than 3 vehicles. The Board discussed they should review the existing language, and determine what the Board's and zoning's intent is to re-write this section so there is no misinterpretation. The zoning should be updated to reflect the changing times where more people have cars per household.

Article 6 – Ms. McCabe recommended this new article they haven't discussed yet but to include an affordability requirement for the Residential Retirement Community Section 8.4 of the Zoning Bylaw. This section has only been used by Fox Hill Village and there was no affordable requirement at that time so she recommends the Board use the same language as in other sections of the by-law requirement 15% of all special permits over 8 more units to be 15% affordable.

Ms. McCabe recommending not pursuing three additional articles discussed at previous meetings that were intended to provide clarifying language due to the Board's current work load and the comprehensive plan planning efforts. The Board discussed and asked questions about the FMUOD project area and how that is determined. The Board asked if a building could be included in the project area more than once. Ms. Loughnane responded that this could not happen. She explained that when a property is granted a special permit, the terms of that special permit take the place of the underlying zoning. The gross floor area can only be included once as part of the special permit and are specifically spelled out in the special permit approval, and the special permit and the zoning requirements remain with the life of the project. No amendment could occur without Planning Board approval.

Public Comments:

F. Fusco, 20 Pine Lane, in response to the zoning discussion relative to the number of vehicles on a property, she asked if that could be determined by the excise tax, can we check the number of cars at a home that way.

Board Comments and Discussion:

Should limit the number of garage doors

Limit the number of cars stored in the driveway, revisit the language

As long as they are registered and driven vehicles there is no problem

Trying to fix a problem that is not a problem.

4 car garage will trigger special permit review

Keep this on our list and work on the language in January.

Article 5:

Questions have come up and the Building Commissioner needs some guidance.

Work out the details of the 4 cars parking.

Concerned about the appearance of the house.

Triggering a Special Permit

-Nora Loughnane, explained that the way the zoning is currently written, if you have 4 cars and you don't have a special permit, you are in violation. Proposal is to figure out what we are looking for.

The Chair explained that tonight vote on what Articles to bring to the Selectmen for the Town Meeting

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Board voted 5-0 in favor of the six amendments to submit for inclusion on the Annual Town Meeting warrant.

Comprehensive Plan (Master Plan) General Update -Respond to any submitted questions or comments

Ms. McCabe will get a town-wide survey out to the town.

A survey and a vision session will happen after the holidays.

She is working on setting up the website.

Other Business:

Islington Center Update

The Town and Petruzzello closed on the Phase I (west side/School St.) side of the street on November 28th after the ANR plan was endorsed and after approval from the state that all 12 units at 321 Washington Street were added to the SHI listing. Petruzzello is working on plans to submit to be for the Blue Hart Tavern's restoration and relocation. Once he has finalized his plans he will submit design plans and written proposal for Ms. McCabe's administrative review for compliance with your FMUOD Special Permit Approval. Demolition has started with the tailor shop building and Cafe Diva/Barber Shop. The clock is currently in storage and being serviced.

Review draft 2019 Meeting Schedule

Tuesdays: January 8 & 29. February 12 & February 26, full year approved. Ms. McCabe noted that the Board typically reviews again in May when summer schedules are known. Ms. McCabe will email a schedule.

Subcommittee Reports

Ped/Bike Committee:

Ms. McCabe explained that on December 6, 2018, the Pedestrian and Bike Safety Committee voted to recommend the Town restripe the eastbound side of Route 109 from one lane to two lanes from the Summer Street traffic signal to Lowder Brook Dr./Rte. 128 to test the effectiveness of improving traffic flow on a trial basis. This was recommended in response to traffic back up on Fieldstone and Pleasant Valley from residents on these streets experiencing heavy back up particularly during the morning rush hour. Residents inquired about a no turning restriction sign. Staff and Pedestrian and Bike Safety Committee recommended trying to improve the traffic flow of Route 109 before installing sign restrictions. Additionally, adapting signal timing is still being pursued for High Street.

Action Taken:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, Planning Board members voted 5-0 in favor of restriping the eastbound side of Route 109 from one lane to two lanes from the Summer Street traffic signal to Lowder Brook Dr./Rte. 128 to test the effectiveness of improving traffic flow on a trial basis.

General Miscellaneous Updates

MBTA committee, Steve Olanoff, Associate PB Member, reported that late night trains, there is a need for more. Do we want to send a letter to the MBTA advisory Board saying that we support late night trains on the weekends? The Board was in support of a letter in support of later evening trails on the weekends. Mr. Olanoff will work with Ms. McCabe on a letter.

Approval of Minutes:

Upon a motion made by Mr. Gorman and seconded by Mr. McCusker, the Planning Board members voted 5-0 in favor to approve the Minutes from 11/27/2018.

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 10:30 pm.

List of Documents:

45 Clapboardtree Street - Preliminary OSRD Public Hearing Notice, 12/11/2018, 1 page Preliminary Application and Narrative, 11/6/2018, 5 pages Land Use Committee Staff Memo, From: Abby McCabe, To: Daniel Green & Daniel	PDF
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<p>Caligaris, 11/7/2018, 4 pages Existing Conditions Plan, From: vhb, 11/7/2018, 2 pages By-Right "Proof Plan", From: vhb, 11/7/2018, 1 page OSRD Yield Calculations, 11/7/2018, 1 page Proposed Preliminary Plan, From: vhb, 11/7/2018, 1 page Preliminary Floor Plans, 3 pages Proposed Preliminary Renderings, 1 page Conservation Comments, From: Karon Skinner Catrone To: Abigail McCabe, 11/13/2018, 1 page Comments from Todd Korchin, DPW Director, Health Director Review Comments, From: Linda Shea, To: Abigail McCabe, 11/21/2018, 1 page Engineering - BETA- Review Comments, From: Philip Paradis, To: Abigail McCabe & Todd Korchin, 12/3/2018, 2 pages Updated Existing Conditions with Trees 12/6/2018, From: vhb, 12/5/2018, 1 page Updated Waiver List - 12/6/2018, 1 page Updated Preliminary Review Package - 12/6/2018, 19 pages Revised Preliminary Plan with Existing Trees, From: vhb, 12/5/2018, 1 page Housing Agent Memo, From: Sarah Bouchard, To: Abby McCabe & Planning Board members, 12/7/2018, 2 pages Aerial View, 1 page Public Comment letter from Irene Brennan & Robert Stairs, 22 Winter Street, Re: 45 Clapboardtree Street – Application for a Preliminary Review of an OSRD Special Permit under Section 8.3 of the Westwood Zoning Bylaws ("Application"), dated December 10, 2018 (2 pages).</p>	
<p>240 University Avenue - EIDR Application and Narrative, From: Meridian Associates, Mark Beaudry, To: Abigail McCabe, David Atkins and Westwood Planning Board, 11/8/2018, 11 pages Public Hearing Notice, 1 page 240 University Ave AO Plan, From: Planners Designers Architects, 10/8/18, 1 page 240 University Ave EX-1 Plan, Planners Designers Architects, 8/23/2018, 1 page 240 University Ave Rec Plan, From: Meridian Associates, 11/5/2018, 1 page 240 University Ave Site Dev Plan, From: Planners Designers Architects, 11/8/2018, 1 page Conservation Agent Review Comments, From: Karon Skinner Catrone, To: Abigail McCabe, 11/13/2018, 1 page Health Director Review Comments, From: Linda Shea, To: Abigail McCabe & Planning Board, 11/26/2018, 1 page Engineering Review Comments, From: BETA-Christopher Luppino & Philip Paradis, To: Abigail McCabe & Todd Korchin, 12/7/2018, 5 pages Aerial View, 1 page</p>	<p>PDF</p>

<p>36 Phillips Way Application, Westwood Planning Board, 11/5/2018, 2 pages Public Hearing Notice, Town of Westwood, 1 page Narrative, From: Eramo Building & Property, To: Westwood Planning Board, 11/2/2018, 1 page Proposed Site Plan, From: Merrikin Engineering, LLP, 1 page Conservation Comments, From: Karon Skinner Catrone, To: Abigail McCabe, 11/13/2018, 1 page Conservation - Order of Conditions, 18 pages Public Hearing Notice, Town of Westwood, 1 page Engineering & Public Works Review Comments, From: BETA, Philip Paradis & Chris Luppino, To: Abigail McCabe & Todd Korchin, 11/30/2018, 6 pages</p>	<p>PDF</p>
<p>Open Space & Recreation Plan Public Hearing Public Hearing Notice, Town of Westwood, 11/20/2018, 1 page Draft Open Space & Recreation Plan, Dated 11/15/2018, From: PGC Associates, LLC, 106 pages Open Space and Recreation Plan, revised December 11, 2018</p>	<p>PDF</p>
<p>Morgan Farm Bond Reduction Morgan Farm Bond Reduction Request, From: Wall Street Development Corp., To: Westwood Planning Board, 12/1/2018, 6 pages Memo from Robert Lamoureux and Philip Paradis of BETA Group, Subject: Morgan Farm Estates Phase II, dated December 7, 2018.</p>	<p>PDF</p>
<p>Zoning Amendment Review for Spring Town Meeting Warrant Article Open Call for Articles, Town of Westwood, 2 pages Call for Zoning Articles, 1 page Zoning Amendment Flowchart, 1 page</p>	<p>PDF</p>
<p>Draft minutes from November 27, 2018 meeting.</p>	<p>PDF</p>
<p>Meeting Summary to Planning Board from Town Planner, revised through December 11, 2018</p>	<p>PDF</p>