

Planning Board Meeting Minutes
Tuesday, May 23, 2017
Champagne Meeting Room - 7:00 PM
Westwood, MA 02090

Call to Order:

The meeting was called to order by Chairman Laubenstein at approximately 7:05 p.m.

Present:

Planning Board members present: Trevor W. Laubenstein, Steven H. Olanoff, David L. Atkins, Jr., Michael L. McCusker and Brian D. Gorman. Staff members present: Town Planner Abigail McCabe and Planning & Land Use Specialist Janice Barba.

277-283, 291-295 Washington Street & 9 School Street (Alexandra Way) – Preliminary Subdivision Public Meeting – Proposal for four lot subdivision and ~344 ft. long road

266-278, 280, 283 Washington Street & East Street (Camille Way) – Preliminary Subdivision Public Meeting – Proposal for six lot subdivision and ~297 ft. long road

Ms. McCabe received letters from the co-applicants Petruzziello Properties and the Town of Westwood formally requesting permission to withdraw without prejudice, the preliminary subdivision application for 277-283, 291-295 Washington Street & 9 School Street (Alexandra Way) and the preliminary subdivision application for 266-278, 280, 283 Washington Street & East Street (Camille Way).

Chairman Laubenstein read the Town's letter into the record. Peter Zahka, Attorney for Petruzziello Properties read a summary of the letter requesting the withdrawal without prejudice into the record.

Action

Taken

Upon a motion by Mr. Atkins and seconded by Mr. McCusker, the Board voted unanimously in favor to accept the applicants request to withdraw the Preliminary Subdivision Applications for Alexandra Way and Camille Way.

University Station (Development Area B) Medical office Building Enabling Package Project Development Review (PDR) Public Meeting - Proposal for completion of roadway, drainage, utility, lighting, and landscape improvements

Presentation

Paul Cincotta of NED was present to give a summary of the Enabling Package proposal submitted as a PDR application. He explained that the plaza has seating along the walls, trash and recycling receptacles to match the rest of the development, and will occur in two parts and the phase b will be loamed and seeded in the interim and to be coordinated with the construction of the future residential development.

Peer Review Comments

Merrick Turner of BETA Group provided a summary of a memo to the Planning Board dated 5/22/17 with its findings and recommendations for the utilities; land uses and common areas and public gathering areas; grading plan L-200; Planting Plan L-300; street design, circulation, traffic impact and public street access; public safety; stormwater management; outdoor lighting; and water quality; over 100 trees proposed; requested additional furniture and a tree in the central area of the park area for additional shade and gathering; detailed coordination items with Brigham's plans; revise turn at corner closes to the Brigham and Women's garage exit; drainage design is consistent with the recent master plan modification; provide full lighting plan. (A copy of this memo is available with these minutes.)

Board Questions & Comments

- Board members exchanged questions and comments with peer reviewers and proponent on the updates and further suggested revisions to the Project.
- A board member asked for additional tree and shade cover in the park; asked about public events in park; and

for irrigation

Town Planner Comments

Ms. McCabe stated that she prepared a draft approval with eight conditions based on BETA's review memo dated May 22. The draft approval was provided in the Board's electronic packet dated May 23 and she summarized the following conditions:

1. Submit revised plans prior to start of any construction address all items in BETA's May 22 memo, clearly delineating the phase A and phase B, increased caliper of trees, revise the walkway to be angled at the 45 degrees, eliminate the crosswalk coming out of the Brigham's parking garage, updated exhibit CP-1 to reflect that there is no four way stop, color stamped asphalt crosswalk, and landscape at the corners where walk way meets the street crossing.
2. She noted that draft condition #2 relative to a temporary access drive to Bridges Way can be removed because comments from the Fire Department were received that the plans have been revised to provide adequate access to and from property.
3. All sidewalk crossing overs driveways are to be continuous and maintain the same height as sidewalk
4. Applicant return to the Planning Board for review of a detailed landscape plan for Phase B
5. Applicant is responsible for any other permits that may be record
6. A copy of decision kept on site
7. A final as-built plan
8. Applicant is responsible for completing Phase A of Enabling Project on or before December 1, 2018 or prior to the issuance of Certificate of Occupancy for the Brigham and women's Hospital office building, whichever occurs sooner. This condition sets a specific timeline for completion of the park and work within the right-of-way and ties it to the opening of the Brigham's or will need to be secured.

Action Taken

Upon a motion by Mr. Atkins and seconded by Mr. Olanoff, the Board voted unanimously in favor to grant approval for the Enabling Package as conditioned in the draft prepared by staff dated May 23 and further amended with plan revisions this evening.

University Station (Development Area B) Brigham and Women's Hospital Project Development Review Public Meeting - Proposal for two story 30,000 sq. ft. medical office building in a phase I, and a four story 50,000 sq. ft. building and structured parking garage in a phase II. - continued from 5/9

Presentation

Steve Dempsey and Emma Jones representing Brigham and Women's development team were present to give a PowerPoint presentation with extensive details of the updates made since the Board's last meeting. (A copy of this presentation is available with these minutes.) The loading and unloading is proposed in the back of the building with trash and hazardous pick up during business hours because staff needs to be present. The garage is proposed to be pre-cast concrete.

Peer Review Comments

Merrick Turner of BETA Group and Architect Mike Sinesi of KAO Design, Group provided a summary of a memo to the Planning Board dated 5/22/17 on the updated review of the supplemental materials provided for the Project Development Review for the project. Request for more trees in Phase II (The Applicant responded that they agree to more tree plantings and will add to the plans), additional test pit data is needed, and the Fire Department has confirmed that they can adequately access and exit from the site in Phase I with one request to pull back the rear curbing to make the turn from the rear of the building and head towards University Ave. (A copy of this memo is available with these minutes.)

Board Questions & Comments

- Board members exchanged questions and comments with peer reviewers and proponent on the updates and further suggested revisions to the Project.
- The Board asked and the Applicant confirmed that the sidewalk across the garage exits and entrances would be up and not slope down in Phase II
- The Board asked about the timing for phase II and the Applicant responded it would be in 3-6 years;

Staff Comments:

Ms. McCabe informed the Board that the Applicant met with the subcommittee (Fire Dept. staff, BETA Group, KAO Design, Planning Staff, NED, T. Laubenstein and S. Olanoff) on May 15 and reworked much of the circulation. The Fire Chief provided additional comments in a memo to Ms. McCabe on 5/23/17. (A copy of this memo is included with these documents.) Ms. McCabe provided a draft Approval with 16 conditions for the Board's review in the electronic packet dated May 23 and summarized them as follows:

1. A final revised plan set incorporating the following items in the memorandum from BETA Group dated May 22, be submitted to the Town Planner and BETA Group with the following revisions:
 - Updated cover sheet;
 - Update the plans to coordinate the spandrel glass with the proposed wall design;
 - Provide an updated lighting plan;
 - The landscape plan be updated;
 - Update sheet C-4B to clarify what the proposed 15" drain on the east side of the garage is connected to;
 - Update plans to show utility phasing;
 - Revise the bike rack type to match others in the University Station Development;
 - The backup area for the southern most accessible parking space at the front of the building shall be removed and the sidewalk curved at the corner to provide the most direct route;
 - Update all parking spaces adjacent to front of buildings to be accessible;
 - Update sheets C-2A and C-2B to address comments in BETA's memo;
 - A final way signage package detailing the traffic flow and circulation for Phase I shall be submitted (and a one-way sign from the Courtyard be added);
 - Revise the curbing on the landscape bump out between the parking spaces and drive aisle to allow full access for fire department emergency vehicles to turn right from the rear of the Phase I building onto the access drive between the surface parking area and future parking garage; and
 - Update the circulation signage package to address BETA's comment;
 - And added tonight is to revise the southeast curb to provide full access from rear for fire department vehicles.
2. Prior to the issuance of building permits, the Applicant provide to the Town Planner and BETA Group updated plans and information addressing all stormwater and drainage comments to their satisfaction all items outlined in BETA's May 22, 2017
3. An ANR plan creating the Applicant's lot be submitted for endorsement to the Planning Board.
4. The Applicant return to the Planning Board for detailed review of the exterior materials, elevations, floor plans, renderings and façade treatments for the Phase II medical office building and parking garage.
5. Sidewalk crossings over driveways across the parking garage entrances in Phase II and the loading /unloading and at the waste/recycling area in the rear are continuous and maintain the existing height of the adjacent sidewalk. The driveway aprons shall slope down to meet the grades of the street and the site's driveway.
6. The Applicant shall return to the Planning Board for review and approval of an alternative landscape plan if Phase II does not commence within five years from the date of this approval (May 23, 2022). Said alternative landscape plan shall include ground cover, trees and other plantings which are similar in size, type and density to

those landscaped areas approved by the Planning Board in other portions of the University Station Development.

7. Loading and unloading shall be during business hours (8:00 AM to 6:00PM).
8. The Applicant has provided turning templates to confirm adequate access for emergency vehicles for Phase I with a recommendation from the Deputy Fire Chief for a slight curb modification as described in condition #1.
9. The Fire Chief has reviewed the proposed plans and is in agreement with the general layout of the proposed site and emergency access for Phase II at full buildout. If the Fire Chief determines the proposed functionality does not provide satisfactory emergency access and circulation, the Applicant shall make improvements to address public safety and may need to return to the Board if any modifications are needed.
10. There be no gates that could impede emergency vehicle access to or from this Project. Emergency vehicles shall have full access to the Brigham's building from University Avenue over both access ways. If any gate to a future phase of the overall Development is proposed, it shall be programmed to open when an emergency vehicle approaches, or shall be controlled in a manner acceptable to the Westwood Fire and Police Departments. The Applicant is responsible for completing the parking and driveway access in the rear along the east side of the proposed Brigham parcel to connect with the future residential development prior to a final certificate of occupancy for the Phase I building as shown on the submitted site plans and traffic circulation plans.
11. A final Operations and Maintenance Plan ("O&M Plan") shall be submitted for review and approval by the Town Planner, Fire Chief, the Town Engineer, and BETA Group prior to issuance of a final Certificate of Occupancy for the Phase I building. The O&M Plan shall include satisfactory provisions addressing snow removal, trash and recycling, hazardous materials storage and any possible spill prevention and comment SPR-2 of the May 22, 2017 BETA review memorandum.
12. A final signage package with lighting, material, color, sign backing details, and dimensional details that comply with Section 9.7.10 of the Zoning Bylaw shall be submitted to the Town Planner for review and approval prior to submission of a sign permit application to the building department. If the signage package does not meet the specific bylaw requirements the Applicant shall return to the Planning Board for a Project-Specific Signage Alternative.
13. The Applicant is responsible for submitting a list of hazardous materials, including quantities and manner of storage, for approval by the Westwood Board of Health.
14. The Applicant is responsible for submitting and obtaining approval of any other relevant project permits required by state, local, or federal laws such as the Westwood Board of Health or Conservation Commission.
15. A copy of this decision be kept on the project site at all times during construction.
16. Submit a certified As-Built Plan.
17. This condition for clearing of the site daily during construction was added during the meeting.

Action Taken

Upon a motion made by Steven Olanoff, pursuant to Section 9.7.12.2.2 of the Westwood Zoning Bylaw, the Planning Board:

- (1) Approve a medical office facility substantially as shown in an application packet filed on behalf of Brigham and Women's Hospital, Inc., on April 18, 2017, as supplemented, subject to the conditions set forth in a draft decision dated May 23, 2017 as amended; and
- (2) Make the following findings:
 - a. The proposed medical office facility project, as modified by the conditions, materially conforms to the Modified Master Development Plan, last revised November 22, 2016 and approved by the Planning Board on April 11, 2017;
 - b. The proposed project, as modified by the conditions, does not pose new material adverse impacts or exacerbate existing impacts that have not previously been addressed;
 - c. The proposed project, as modified by the conditions, results in net fiscal benefits to the town, and the proponent has adequately mitigated any adverse fiscal impacts by, among other things, entering into a community services agreement with the town;
 - d. No previously developed portion of the UAMUD project has resulted in a material adverse impact that does not comply with regulatory requirements or is substantially detrimental to public health, safety or the environment; and
 - e. The proposed project, as modified by the conditions, complies with the requirements of Section 9.7 of the Westwood Zoning Bylaw.

Motion seconded by: Michael McCusker, and approved by a vote of five in favor and none opposed.

480 Summer Street, Special Permit Public Hearing – Proposal for a 500 ft. long common driveway to serve three single-family residences on west side of Summer St. – *continued from 5/9*

Presentation

Paul Brodmerkle of Site Design Professionals was present representing Paul Sullivan of Coastal Building Solutions, Inc. to provide an update on the Shared Driveway plans for 480 Summer Street since the Board's last meeting. The updates were clay dams added for infiltration, driveways revised to be less than 150 ft. to each house from the shared driveway, a 25 ft. buffer in rear and plan note to keep the healthy trees, speed humps added, sheds to be relocated.

Staff Comments

Phil Paradis, of BETA acting on behalf of Town Engineer, asked that the swale shown in one of the graphic sections be removed, and the sight distance issues were addressed in the revised plan. In a memo to Ms. McCabe from Fire Chief Scoble dated 5/23/17, the following modifications were requested: the 55 foot diameter turnaround, should be shown on the plan constructed integral to the driveway construction and that construction of the surface of the turnaround be similar to that of the driveway and that there are no possible damaging obstructions (i.e. rocks) on the interior or exterior edges of the turnaround; his opposition to any type of lock or chain on the gate; and note to prevent landscape trailers from blocking access. (A copy of this memo is included with these documents.) Staff noted that the Application for a Shared Driveway is a Special Permit and not a Subdivision Application because the lots can be created through an ANR and not a Definitive Subdivision.

Board Questions & Comments

- Board members exchanged questions and comments with peer reviewer and proponent on the updates and further suggested revisions to the Project.

Public Comments

- J. Toffoloni, 65 Ridge Road: he is not in favor of approving this shared driveway application; said it is a way to

- circumvent the subdivision control law; the driveway is within 600 ft. of Westfield Street intersection;
- M. Gillis, 136 Westfield Street: said the Special Permit Application is faulty; address is not on the application – only a PO Box; Summer Street is a major road and the driveway doesn't meet the minimum distance from intersections for Subdivisions.
- M. Mouhana, 480 Summer Street: said he has no intention of giving up the easement.
- J. Gillis, 136 Westfield Street: claims the gate to the easement is open all the time.

Action Taken

Upon a motion by Mr. McCusker and seconded by Mr. Olanoff, the Board voted unanimously in favor to continue this hearing until Tuesday, July 11, 2017 at 7:00 p.m. in the Champagne Meeting Room, 50 Carby Street and asked for more background and information from staff, review with Town Counsel the special permit regulations for shared driveways and the easement.

Approval Not Required (ANR) Plan - 91 Green Hill Road and 51 Mill Brook Road (Assessor's Map 27, Lots 130 & 131)

The purpose of this plan is to relocate the lot lines so the existing retaining wall on 91 Green Hill Road is fully within the property. A land swap in the back of 51 Millbrook Road will ensure that both parcels maintain overall total square footage.

Action Taken

Upon a motion by Mr. Olanoff and seconded by Mr. Gorman, the Board voted unanimously in favor to endorse the Approval Not Required (ANR) plan of 91 Green Hill Road and 51 Mill Brook Road (Assessor's Map 27, Lots 130 & 131) as submitted.

Other Business:

Committee Reports

Islington Center Community Task Force met May 15th and heard a presentation from the Proponent with six options and one alternative.

MAPC - The next meeting is May 25th.

Approval of Minutes - Upon a motion by Mr. Olanoff and seconded by Mr. Atkins, the Board voted four votes in favor and one abstention (B. Gorman) to approve the minutes as submitted for the following Planning Board meetings: 2/27/17, 3/6/17 and 4/11/17.

Adjournment

Upon a motion by Mr. Atkins and seconded by Mr. McCusker, the Board voted unanimously in favor to adjourn the meeting at approximately 10:41 p.m.

List of Documents

• Memo to Planning Board from A. McCabe dated 5/17/17 & revised 5/23/17 re: Meeting Summary	PDF
• Letter to Town Planner, A. McCabe from Town Administrator M. Jaillet, dated 5/23/17 re: request to withdraw preliminary subdivision plans without prejudice	PDF
• Letter to Town Planner, A. McCabe from Attorney Peter Zahka, dated 5/23/17 re: request to withdraw preliminary subdivision plans without prejudice	PDF
• Brigham & Women's University Station – Westwood PowerPoint Presentation, Revised 5/23/17	PDF
• Application, plans and material for Brigham and Women's Project Development Review	PDF
• Memo to Planning Board from BETA Group, Inc. dated 5/22/17 re: Medical Office Building	PDF

Enabling Plan	
• ANR plans and application for 91 Green Hill Road and 51 Mill Brook Road	PDF
• Application and plans for Preliminary Subdivision Alexandria Way	PDF
• Application and plans for Preliminary Subdivision Camille Way	PDF
• Enabling Package Plans and Narrative for PDR Application	PDF
• Memo to Planning Board from BETA Group, Inc. dated 5/22/17 re: Brigham & Women’s Hospital at University Station PDR	PDF
• Letter from Deputy Chief Michael F. Reardon to Abby McCabe, dated May 23, 2017 (1 page – Brigham Phase I and Phase II)	PDF
• Draft Planning Board PDR Decision for Medical Office Building Enabling Package (5 pages)	PDF
• Draft Planning Board PDR Decision for Brigham and Women’s Hospital – University Station (7 pages)	PDF
• Proposed Motion – Brigham and Women’s Medical Office Facility	PDF
• Memo to A. McCabe, Town Planner from W. Scoble, Fire Chief dated 5/23/17 re: 480 Summer St.	PDF
• Revised plans for 480 Summer Street	
• 480 Summer Street – Vehicle Turning Movements Plan	PDF