

**Westwood Planning Board
Meeting Minutes
Tuesday, January 12, 2016
Islington Community Center - 288 Washington Street
7:30 P.M.**

Call to Order:

The meeting was called to order by Chairman Pfaff at approximately 7:35 p.m. WestCAT was granted permission to videotape the meeting.

Present:

Planning Board members present: Chris Pfaff, Steve Olanoff, John Wiggin, Bruce Montgomery and Trevor Laubenstein. Staff members present: Town Planner Abigail McCabe, Community & Economic Development Director Nora Loughnane, and Land Use Specialist Janice Barba Planning, who recorded the minutes.

420 Providence Highway – Vote on Definitive Subdivision – *Public hearing continued from 12/15/15. Proposal to subdivide existing lot into two lots with a ~177 ft. new road and cul-de-sac.*

Ms. McCabe, Town Planner, gave the Board a brief summary of the status of the Definitive Subdivision since the last hearing and referenced her 1/12/16 memo to the Board which stated that the waivers from the minimum site distance and distance from the intersecting streets were denied by the Board at its meeting on 12/15/15. Furthermore, Ms. McCabe said that she received a request from the Applicant to withdraw the application without prejudice; but after consideration and consultation with town counsel she recommended that the Planning Board deny the Definitive Subdivision for 420 Providence Highway.

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the Board voted to disapprove the Definitive Subdivision Project for 420 Providence Highway: four votes in favor and one abstention (Mr. Laubenstein did not participate in this hearing due to his absence at the December 15th hearing in which the vote on the waivers was made.)

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the Board voted four votes in favor and one abstention to close this hearing.

485 Canton Street (PB-2016-01) – Special Permit Public Hearing– *Application to move greater than 200 cubic yards of earth material associated with the construction of a single-family residence.*

Ms. McCabe reported that in accordance with her memo to the Planning Board dated 1/8/16, Town Engineer Jeff Bina reviewed the application and provided initial comments to in a memo dated 1/5/16 which requested grading revisions to eliminate runoff patterns onto the Town layout. The Applicant made plan revisions to address the Town Engineer's comments which are reflected on the plan revised 1/7/16 included in the Board's packet.

Applicant, David Spiegel Trustee of the Canton Street Realty Trust was present with engineer David Johnson of Norwood Engineering. Mr. Johnson explained to the Board that Norwood Engineering has addressed comments contained in the Town Engineer's memo and stated that grading has been revised to meet the requirements under Section 7.1.2, and runoff pattern has been eliminated from the Town layout.

Public Comments:

Chairman Pfaff opened the hearing to public comment.

Ms. M. Delcupolo of 493 Canton Street commented that she was concerned about drainage and the height of the foundation was significantly increased from what it used to be and submitted photographs that were entered into the record.

Staff and the project engineer, Mr. Johnson, explained that the proposal does include raising the grade of the property by 6 ft. but the proposal includes installing retaining walls and a swale to direct water to the rear of the property in keeping with where it drains presently.

Upon a motion by Mr. Montgomery and seconded by Mr. Laubenstein, the Board voted unanimously in favor to approve the Earth Material Movement Special Permit for 485 Canton Street, subject to the standard conditions and the following specific conditions related to the town engineer's comments:

- Accessible cleanouts shall be provided at the bends in the four inch piping leading from the roof drains to the infiltration chambers.
- The Applicant shall notify the Town Department of Public Works during installation and backfill of infiltration chambers that are proposed to ensure compliance with the design.
- All trucks carrying earth material to or from 485 Canton Street shall be required to access Canton Street from the South from University Avenue only. Trucks going to or from the property shall be prohibited from travelling north on Canton Street and prohibited from travelling on Everett Street.
- The project engineer shall certify that the infiltration system was installed per the proposed design shown on the submitted and approved plan last revised on January 7, 2016. If the final design varies significantly from the proposed design, an as-built plan certified by the design engineer shall be submitted to the Town Planner and Town Engineer prior to the issuance of the Certificate of Occupancy.

Upon a motion by Mr. Montgomery and seconded by Mr. Laubenstein, the Board voted unanimously in favor to close this hearing.

301-315, 317, 323 Washington Street – Continuation Public Hearing for Special Permit

Chairman Pfaff welcomed the developers Antonio & Giorgio Petruzzello of Petruzzello Properties; attorney Peter Zahka and project architect Mike McKay of McKay Architects.

Applicant's Presentation:

Attorney Peter Zahka gave a brief introduction of the Developer, current intentions of the project and identified similar mixed-use development projects completed in abutting towns and Westwood's Colburn School redevelopment. Mr. Zahka said that the proposed tenants of these residential units will be subject to credit check, CORI check etc. in response to questions at the December hearing of who would be living the proposed apartments; are not likely to have school-aged children living with them since the proposal is for one bedrooms; and are prohibited under MA State Building Code to have more than two persons per unit.

Architect Mike McKay summarized the changes made to the proposal since the last public hearing, referencing his letter to Town Planner Abby McCabe, dated 12/18/15. Mr. McKay presented a revised design presentation, which responds to the major concerns of the Planning Board and the peer review comments from BETA Group and KAO Design. The following changes were summarized in the presentation:

- The proposed number of residential units has been reduced from 16 to 12, one-bedroom apartments
- The first floor commercial square footage has been increased from 2,750 SF to 4,859 SF
- The 20' landscape buffer has been provided at the rear of the building
- 20' tall white pine trees will be planted at the rear of abutter's property at 57-59 Beacon Street per an agreement between that property owner

- Total number of parking spaces has been increased from 74 to 85 spaces, with six tandem parking spaces in the underground parking garage (24 total in the underground garage) – provided revised parking analysis. The garage use is for the tenants of the building.
- A sidewalk has been added at the rear of spaces 1-9
- The partial overhang of the garage has been eliminated
- A residential lobby with mailroom has been added
- The rear façade has been redesigned to provide additional detailed relief.
- The dumpster has been relocated for easier access by both residents and commercial tenants
- The signage proposal will be provided later
- The heights of other buildings in the area were also reviewed and shown visually; Roche Brothers is 27 ft. high but the building is set down and back from the street, the proposed fire station is 42 ft. at the tower, the Islington Community Center is 36 ft., the Café Diva building is 30 ft., the optometrist at 361 Washington Street is 43 ft., Needham Bank is 33.6 ft., and the existing yellow building on this property is 26 ft.
- The HVAC units on the roof are visible from the back and they will respond to comments to show screening in a future submission
- The landscaping plan is concept level only and will be further developed.

Staff Comments & Peer Review Comments:

The Planning Board's professional peer review consultant, Phil Paradis and Greg Lucas of BETA Group, Inc. and Michael Sinesi of KAO Design Group, Inc. were present to discuss and summarize its findings referred to in the BETA memo to the town planner dated 1/7/16 and included in the Board's meeting documents.

Mr. Paradis discussed the four major areas for further review following more than just schematic documents include: (1) Building & Architectural Design (2) Parking & Access (3) Landscape & Buffers and (4) Traffic Study. The site plans and fully engineered plans still need to be provided but the comments at this point are based on the conceptual plans submitted for this hearing. Mr. Sinesi asked the applicant to provide a delivery solution, consider one way in from Washington St. and out to School Street, provide access to the building from the rear, provide sidewalk access from the garage and residential areas, add more windows per unit as this proposal includes only one window for each unit, and see if the elevator shaft can be shielded. Mr. Lucas was concerned about the slope going into the garage (looked to be ~25%), clarify how the tandem parking will work, update the traffic report to reflect the reduced unit count and plan changes from the original submission, and asked the applicant to answer the questions in the initial review comment letter. Mr. Paradis commented that the planting of 20-ft. pine trees are very difficult to succeed and recommended a different size and tree be considered that will thrive and provide good screening.

Ms. McCabe said that the applicant had initially requested two waivers from the Board (the waiver from the 20 ft. landscape buffer and the minimum project area), the proposal has been revised to push the building and parking out of the buffer area so that waiver is not needed behind the new building if the landscaping is provided and a landscape plan showing the tree plantings should be provided in the next submission. The Board would only need to review a partial waiver in regards to maintaining the existing nonconforming buffer behind the building that's not being removed at 301-315 Washington Street. The parking spaces don't need a waiver; rather the number of spaces is to be determined by the Board. In response to several comments, the three properties are being considered as one project because the buildings are adjacent to each other and are contiguous. As mentioned at the December hearing, a standard condition of the Board for projects that use multiple sites is that all the lots would be combined so that they would continue to be exit as one site.

Board Comments:

In general Board members agreed that the improvements to the proposal are heading in the right direction; are much improved; parking the biggest concern; questions remain about the revised parking analysis and circulation; garage design is improved though more details are needed; questions arose about service access/loading area issues; walkways/sidewalks on School Street should be made safer;

questions remain about the possibility of school impacts and the need for more study – requested that the fiscal impact study be updated; an updated traffic study should be submitted; sidewalk improvements – sidewalks over the driveways should be six inches above the street and not sloped down, more information on the management of the parking spaces in the garage, secure garage with a gate or door; concerned about the roof AC units; future maintenance of trees plantings on Beacon St. lot should be provided in an official document either with an easement or deed protection for the Beacon Street property and an agreement/condition for maintenance by this development. The Board was supportive of two tenants in the commercial space.

Chairman Pfaff opened the hearing to public comment.

Public Comments:

- M. Masterson, 33 Hooper Street – commented that no variances should be granted for this project.
- Unidentified resident – commented that he wants the traffic analysis to include pedestrian traffic.
- D. Atkins, 85 Parker Street – member of the Pedestrian & Bicycle Safety Committee (PBSC) and the Housing Authority provided a written report summary on behalf of the Committee which was submitted as part of the record. The PBSC requested a left turn signal from Washington to East St., a raised crosswalk across School St., more modern bike racks, outdoor improvements in front of 301-315 to create an inviting, usable gathering space to encourage foot traffic; revise the landscaping to bring people to the businesses, consider outdoor seating, exterior lighting, sidewalk and street furniture improvements. On Behalf of the Housing Authority, the Authority requests the affordable units be provided on site and remain affordable in perpetuity.
- J. Dwyer, 91 School Street – suggested development of a master plan for Islington before any further development; asked what businesses were proposed, and feels Westwood is too dense and overdeveloped.
- Applicant G. Petruzzello – responded that at this time the long-term leases in place for many of the tenants of his buildings at other properties prevent the development of a master plan until a later date, plans for other properties are unknown at this time.
- B. Gorman, 145 School Street – commented that the improvements presented were done well with the exception of the parking, commented that a petition would be submitted, didn't think the dumpster was accessible, and would like to see a loading space/delivery area. Asked for additional information on the side entrance to Islington Pizza.
- H. Khuri-Trapper, 11 Strafford Road – requested more information on the kind of retail space and better pedestrian access, encouraged businesses such as cafes, coffee shops, and breweries where people can congregate and help the area thrive.
- Applicant G. Petruzzello – stated that he is willing to meet with D. Atkins to discuss pedestrian access and outdoor spaces. He added that the commercial tenants are unknown at this time because it is too early in the process although it would be much easier to design a building if he knew the tenants.
- R. Shinshiri, 1 Park Circle – commented that the plans have made a world of difference
- J. Previtera, 16 Dean Street – commented that he believed a deed restriction for the proposed tree plantings on Beacon Street lot would be difficult; suggested the trees be zig-zagged to create the best buffer; a left turn light at Washington Street and adequate handicapped parking spaces.
- L. Fitzherny, 57 Brookfield Road – concerned about parking and requested that waiver references to the minimum project area be resolved; had questions about parking analysis; questioned the traffic impacts of Upland Woods in Norwood on this project; suggested that the three on-street parking spaces are eliminated; agreed with no left turn onto Washington Street from the project.
- P. Meredith, 53 Beacon Street – concerned about the proposed a/c units on the roof; suggested an agreement for the future tree maintenance asked if the agreement or easement could be turned over to the town
- A Board member suggested the creation of a landscape easement

Board Final Comments and Action:

Chairman Pfaff thanked the development team for its presentation and improvements in the proposal, which incorporated changes based on the feedback of the residents and board members and said he looked forward to further plan details.

Upon a motion by Mr. Montgomery and seconded by Mr. Laubenstein, the Board voted unanimously in favor to continue this hearing until Tuesday, February 23, 2016 at 7:30 p.m., in the meeting room at the Westwood Library on High Street.

75-85 Providence Highway – EIDR & Special Permit – approved by Planning Board on 10/20/15 and hearing was continued to allow time for review by the Conservation Commission.

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted unanimously in favor to continue this hearing without testimony taken until Tuesday, February 23, 2016 at 7:30 p.m., in the meeting room at the Westwood Public Library on High Street.

Review Town Meeting Warrant Articles

Peter Paravalos, Chairman of the Historic Commissioner, was present and reviewed the proposal to submit an article for Town Meeting related to the Historic Structure Demolition Delay General Bylaw. Since last year's town meeting proposal that was defeated, the bylaw's name has changed, the time frames for review has changed and been shortened, and are no longer appealed to the Board of Selectmen. The delay is based on complete demolition of houses constructed before 12/31/1910 and gives the Historic Commission to review and the six month delay can be shorted if not significant. The Historic Commission intends to have a public meeting in February.

The Planning Board suggested a press release or something in the newspaper and outreach to the owners that attended last year's information session as many of them were supportive. Board members were generally supportive of the draft "Historic Structure Demolition" bylaw.

Ms. McCabe reported that the Board of Selectmen will close the Town Meeting warrant on Wednesday, January 20th and has requested that the Planning Board send any requests for warrant articles to its office by Friday, January 15th. Ms. McCabe reviewed the articles that were identified in her memo to the Board dated 01/12/15. The Board decided to request space for the following list of articles on the 2016 Annual Town Meeting Warrant.

- Article 1: Zoning Amendments Related to Senior Housing
- Article 2: Zoning Amendment to Allow Outdoor Seating as an Accessory Use
- Article 3: Zoning Amendments Related to Calculating the Required Affordable Units
- Article 4: Zoning Amendments to Allow Administrative Review for Minor Alterations of Existing Wireless Facilities
- Article 5: Zoning Amendments Related to Joint-Off Street Parking
- Article 6: Housekeeping Amendments to Zoning Bylaw and Official Zoning Map

Other suggestions included building lights be a maximum of 15 ft. above the ground directly below, revisit the cap on the number of accessory apartments.

Verizon, 137 University Avenue – Project Specific Signage Alternative – Proposal for vinyl on window

Ms. McCabe reported that Identiti Resources, the company working on the external signage for Verizon has requested the installation of black-tinted vinyl on the interior surface of a window at the rear of the store where the safe is located. The purpose of the vinyl is to black out the entire window so the safe is completely concealed.

Board members discussed the request and generally expressed a lack of support for this type of window covering as it detracts from the architectural design of the building's façade and encouraged applicant to look into other permissible options.

Ms. McCabe said that she would inform the representative from Identiti Resources of the Board's disinterest in this type of signage alternative and report back with new information at the next meeting.

Other Business -

Endorse Far Reach Road Plans

Ms. McCabe presented the final Definitive Subdivision Plan for the Far Reach Road – OSRD-EIDR & OSRD Subdivision for Board endorsement as the appeal period has ended with no appeal filed.

Adjournment:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor to adjourn the meeting at approximately 11:15 p.m.

Upcoming Planning Board Meetings: Tuesdays: 2/9, 2/23, 3/15, 4/12, Monday 4/25

List of Documents

<ul style="list-style-type: none">• Town Planner’s Meeting summary for 01-12-16 Planning Board Meeting, dated 01/12/16	PDF
<ul style="list-style-type: none">• Request to withdraw definitive subdivision application for 420 Providence Highway, from Joseph Federico, received 1/7/16.	PDF
<ul style="list-style-type: none">• Memo to Town Planner from J. Bina Town Engineer dated 01-05-16 re: EMM SP 485 Canton St.	PDF
<ul style="list-style-type: none">• Memo to Town Planner from Norwood Engineering dated 01-07-16 re: EMM SP 485 Canton St.	PDF
<ul style="list-style-type: none">• Application and plans prepared by Canton Realty Trust for 485 Canton Street, Special Permit.	PDF
<ul style="list-style-type: none">• Norwood Engineering Response to Comments: 485 Canton Street, dated 1/7/16.	PDF
<ul style="list-style-type: none">• Letter to Town Planner (undated) from Identiti Resources re: Request for use of vinyl under Project Specific Signage Alternative	PDF
<ul style="list-style-type: none">• Town Planner’s Memo to Planning Board Members, dated 11/24/15 and revised through 1/8/16 re: FMUOD Special Permit – 301-315, 317 & 323 Washington St., including Table of Interdepartmental Staff Comments	PDF
<ul style="list-style-type: none">• Memo to Town Planner dated 1/7/16 from BETA Group re: 301-323 Washington Street – peer review report	PDF
<ul style="list-style-type: none">• Memo to Town Planner from McKay Architects dated 12/18/15 re: 301-323 Washington Street	PDF
<ul style="list-style-type: none">• Plan set prepared by McKay Architects dated 12/18/15 and revised again on 1/11/16 (10 sheets)	PDF
<ul style="list-style-type: none">• Memo to PB from Town Planner dated 01/12/16 re: Request for Consideration of Zoning Bylaw Warrant Articles – Annual Town Meeting	PDF
<ul style="list-style-type: none">• Draft Demolition Permit Zoning Bylaw, List of Historic Homes	PDF
<ul style="list-style-type: none">• Photographs from M. Delcupolo of 485 Canton Street.	Hard copy in file.
<ul style="list-style-type: none">• Letter from Pedestrian Bike Safety Committee, dated 1/12/16 (7 pages)	PDF