

**Westwood Planning Board
Meeting Minutes
Tuesday, January 19, 2016
50 Carby Street, Westwood, MA
7:30 P.M.**

Call to Order:

The meeting was called to order by Acting Chairman Steven Olanoff at approximately 7:34 p.m. WestCAT was granted permission to videotape the meeting.

Present:

Planning Board members present: Steve Olanoff, John Wiggin, Bruce Montgomery and Trevor Laubenstein. Staff members present: Town Planner Abigail McCabe, Community & Economic Development Director Nora Loughnane.

Verizon, 137 University Avenue

Ms. McCabe informed the Board that Verizon has withdrawn their signage request to install vinyl on the window and have decided to explore other by-right options.

Morgan Farm Open Space Residential Development (OSRD) Subdivision, Sidewalk Modifications for Phase II. Request for sidewalk waiver.

Mr. Lou Petrozzi of Wall Street Development asked the Board to consider a modification to the approved OSRD-EIDR and Definitive Subdivision plans to remove the five foot sidewalk on the west side of the end of Morgan Farm, this is the sidewalk in phase II which is from the Bridge to the end of the road, which serves the last three lots. He explained that he is working on planting the street trees in the spring and with the location of the utilities under the grass strip next to the road the trees cannot be located with enough room for the root system in addition to the sidewalk. He is requesting that the sidewalk be removed so he can plant the trees.

Ms. McCabe explained that the 2012 Board approval showed a five foot sidewalk on the west side of Morgan Farm and the final landscape plan showing the tree plantings meeting the Subdivision Rules and Regulations was conditioned to be submitted for approval by the Town Planner at a later date. Mr. Petrozzi is now working on finalizing that landscape plan.

The Board felt the sidewalk was important and preferred the trees be relocated around the sidewalk, on the other side, or rearranged even if not spaced exactly at the 30 ft. intervals. The landscape plan should be worked around the sidewalk and submitted to the Town Planner for approval.

On motion made by Board Member Trevor Laubenstein, seconded by John Wiggin, the Board voted 4-0 to deny the request to remove the sidewalk at the end of Morgan Farm Road.

Approval Not Required (ANR) Plan – 9 & 21 Appleseed Lane (Map 13, Lots 212 & 213)

Mr. Petrozzi explained that this plan shows some land being added to the two properties at the end of Appleseed Lane off of Morgan Farm. The land is being conveyed from Hale Reservation.

On a motion made by Board Member Trevor Laubenstein, seconded by Bruce Montgomery, the Board voted 4-0 to endorse the ANR Plan for 9 & 21 Appleseed Lane (Assessor's Map 13, Lots 212 and 213).

60-90 Glacier Drive (PB-2016-02) – Special Permit Public Hearing for Major Wireless Facility

Ms. McCabe informed the Board that this application was found to be incomplete and the applicant is working to submit the missing and required application materials.

On a motion made by Board Member Bruce Montgomery, seconded by John Wiggin, the Board voted 4-0 to postpone the public hearing to their February 9 meeting at 50 Carby Street at 7:30 pm.

Review Zoning Amendments for Annual Town Meeting Warrant Articles

Ms. McCabe informed the Board that she submitted seven zoning amendment articles to the Board of Selectmen for their review tomorrow on 1/20/16 when they close the town meeting warrant. A couple others were discussed at the Board's last meeting on 1/12/16 but they are being delayed until the fall unless they were critical at the time to allow time to focus mainly on the changes to our senior housing zoning.

Article 1 – Related to the senior housing (OSRD, SRD, and RRC zoning bylaws)

The Board discussed the proposal to combine aspects of the SRD into the OSRD because the OSRD provides a very clear formula for developing the land by taking a careful look at the land that is actually developable because any wetlands are not included. The OSRD has a yield calculation and this proposal includes an addition, a density bonus for age-restricted housing, in addition to the yield calculation, of three times the yield calculation. The intent is to provide an incentive to developers to build age-restricted housing but forces applicants to look carefully at the land, layout, and the neighbored and also provides a more predictable outcome than the current SRD bylaw. The SRD and RRC would be deleted with this proposal and the senior housing portion of the OSRD is a special permit, similar to the process today. The OSRD, and now the age-restricted housing, of this bylaw are only permitted in the SRC, SRE, and SRB. The Washington, Glacier, and High Street FMUOD zones provide multi-family housing today.

The Board suggested the requirement for the accessible units and accommodations for older residents included in the SRD be included in the proposed new OSRD.

Public Comment:

Mr. Petrozzi commented that is difficult to bring proposals forward when they are not allowed by-right because there is a lot more risk for special permit applications. Mr. Petrozzi also suggested the earth material movement special permit for single and two families be changed to a site plan review / EIDR rather than a special permit.

Article 2 – Outdoor Seating

Ms. McCabe explained that this amendment proposes to allow outdoor seating as an accessory use for commercial uses with approval from the Building Commissioner provided there is 6 ft. of clearance, adequate parking, and appropriate separation with buffers and protection from vehicles, maintained.

The Board commented that it should be clear that this regulation and Building Commissioner approval process does not apply for patios and seating on their residential properties.

Article 3 – Calculating Affordable Units

The Board discussed how to calculate the number of units when the result of the 15% requirement is a fraction. The Board discussed rounding down when below .5 and rounding up when above .4. The Board also discussed providing an in-lieu fee for the fractional portion and discussed how that would be calculated.

Public Comment:

Dave Atkins, of the Westwood Housing Authority (WHA), was present and expressed the WHA's support for always rounding up. They would prefer to have the result be the creation of a new unit, preferably within the proposed new development, because it is difficult to determine the equivalent amount. If units are provided on site it is very difficult for the WHA to construct one and there are maintenance and management costs as well. The creation of a housing trust is another option.

Ms. Loughnane suggested that the if the Board's purpose is to result in the creation of a unit, rather than money towards the WHA, then the rounding should be clarified.

A sliding scale outlining how many affordable units are required based on the total proposed units could be included in the bylaw to essentially do the math and explore the different options. Specific how many affordable units are required when you construction a specific number of units.

Article 4 – Administrative Review of Wireless Communication minor changes

This proposal is to allow an administrative EIDR by the Town Planner for minor changes such as removing and replacing antennas, radio units or like for like. The Board suggested language that there is not substantial visible change.

Article 5 – Off street parking

Section 6.1 is related to the minimum parking requirements, a reduction of parking requirements by special permit and the use of shared and joint spaces. The proposal is to clarify what is by special permit and which is by waiver. The Board was supportive of considering shared spaces by a waiver from the planning board rather than a special permit. Special permits must be included in the initial advertisement and have an appeal period. A waiver is essentially the same thing but can be worked out during the board’s review process.

Article 6 – Housekeeping

Ms. McCabe explained that this section is reserved for various housekeeping amendments.

Article 7 – FMUOD-1

Ms. Loughnane explained that the proposal is to reduce the minimum project size from 30 acres to 10 acres in the FMUOD-1, which is the University Avenue Business District. This is related to an old takings case during the Westwood Station development and the town’s legal counsel is close to reaching a settlement agreement and the 10 acres is critical. Additionally, this amendment proposes to define what the minimum project area is, this can be a note to the table that applies to all FMUOD districts.

Board Rules and Regulations Public Hearing

The hearing was continued to the Board’s March 15 meeting.

Approval of Minutes:

On a motion made by Trevor Laubenstein, seconded by John Wiggin, the Board voted 4-0 to approve the minutes from 12/1/15 and 12/15/15 as written.

Review and Signing of Decisions from Prior Meetings: None

Adjournment:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor to adjourn the meeting at approximately 9:50 p.m.

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

List of Documents

• Electronic Mail from Lou Petrozzi dated 1/7/16, plan showing sidewalk and trees.	PDF
• Request from Jessica Woods on behalf of Verizon for signage and sign elevation.	PDF
• Application and ANR plan from Lou Petrozzi, for 9 & 21 Appleseed Lane.	PDF
• Special Permit Application submittal for 60-90 Glacier Drive, Verizon Wireless	PDF
• Draft Minutes from 12/1/15 and 12/15/15	PDF
• Newspaper legal notice for Zoning Amendment Article public hearing for 2/9/16 (Short Version)	PDF
• Letter to Board of Selectmen, Subject: Request for Consideration of Zoning Bylaw Warrant Articles for Annual Town Meeting, dated 1/14/16, revised 1/19/16	PDF
• Draft long version of legal notice for Zoning Amendments Article public hearing for 2/9/16 (3 pages)	PDF
• Proposed revisions to Zoning Bylaw Section 8.3 (OSRD)	PDF