

Westwood Planning Board Meeting Minutes
Tuesday, March 15, 2016
Downey School Cafeteria, 250 Downey St. – 7:30 PM

Call to Order:

The meeting was called to order by Chairman Chris Pfaff at approximately 7:33 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 and Planning & Land Use Assistant Janice Barba, who recorded the minutes.

200 & 210 Providence Highway - Approval Not Required (ANR) Plan

Engineer Ardi Rrapi of Cheney Engineering, Co. Inc. attended the meeting and presented a revised ANR plan of 200 & 210 Providence Highway for endorsement. This plan depicts a portion of Map 17, Lot 73 (210 Providence Highway) to be combined with Map 17, Lot 72 (200 Providence Highway). Both lots have the required minimum frontage of 90'.

On a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted 5-0 to endorse the ANR for 200 & 210 Providence Highway.

79 Country Lane – Earth Material Movement (EMM) Special Permit Public Hearing *(continued from 2/23/16) –*

Proposal to remove ~1,045 cubic yards of fill to regrade the property, construct a new driveway, walkway, landscape retaining wall, rain garden, and addition to the existing single-family residence. The Applicant's Attorney Ned Richardson was present to give the Board an update on the EMM plans since the last hearing which reflect the revisions requested by Town Engineer Jeff Bina including submission of a hydrologic report. Mr. Bina further recommends the wall be removed and reconstructed with the detail on the 2/14 plan and set it back at least three feet from the property line with stepped vertical offsets, a decorative wall stepped back from the front of the property, vegetation on top of the wall to help stabilize the site, roof drains directed to the Town's drain system to be approved by the department of public works, and a final as-built plan.

Public Comment:

Paul Pender, 87 Country Lane - commented that the block wall used in this project is not a preferred residential style retaining wall and he was concerned about drainage and damage to his property.

On a motion by Mr. Montgomery, and seconded by Mr. Wiggin, the Board voted 5-0 to grant Special Permit approval for 79 Country Lane with the standard conditions of approval plus the following:

- The existing wall between #79 and #89 Country Lane shall be removed and reconstructed in compliance with the detail as shown on the February 14, 2016 revised plan. The wall shall be installed in a stepped manner with offset vertical joints and the vertical foot of the wall set back a minimum of three (3) ft. from the property line.
- Vegetation and plantings shall be installed above the landscape retaining wall to stabilize the site.
- A natural decorative stone wall to curve from the front of the property back 30 – 40 ft. to the retaining wall shall be installed.
- All trucks carrying earth material to and from the Project Site shall be required to access Country Lane from Summer Street via High Street/Route 109 only.

- The Applicant shall submit an as-built plan certified by a professional engineer showing the property lines, walls, roof downspouts and drain connection, and plantings prior to the issuance of the Certificate of Occupancy.
- The roof's downspouts shall be directed and piped to the Town drain system and shall be approved by the Westwood Department of Public Works and the connection shown on the final as-built plan.
- The Applicant/Owner shall be responsible for maintaining the rain garden.
- The Applicant shall not damage abutting properties during this Project. Any repairs shall be coordinated with property owners.

On a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted 5-0 to close the hearing.

510 Far Reach Road – Earth Material Movement Special Permit Public Hearing

Mike Morris of Norwood Engineering was present for this application. This is a proposal to import and move more than 200 cubic yards of earth material in a residential district for the construction of a single-family dwelling. The Applicant stated that an administrative review under the Stormwater Bylaw by the Conservation Agent has been completed.

Ms. McCabe stated that the Applicant revised the plans to include a catch basin in the driveway and the retaining wall detail in response to the Town Engineer's memo. She also asked if the existing trees shown outside the limit of work would remain. Mr. Morris responded that the existing trees on the perimeter of the lot are not planned to be removed and shown outside of the limit of work, which is only in the area surrounding the new house and drive area.

Public Comments:

Jim Glaser, Attorney for the abutting residents of 488 Far Reach Road asked the height and design of the proposed retaining wall.

On a motion by Mr. Laubenstein and seconded by Mr. Olanoff, the Board voted 5-0 to grant Special Permit Approval for Earth Material Movement for 510 Far Reach Road with the standard conditions of approval plus the following:

- Except as modified by the Conditions and Findings hereof, the project shall comply with the Project Plans in last revised March 14, 2016 and the anchor retaining wall detail in all respects and the Applicant shall pursue completion of the Project with reasonable diligence and continuity.
- The project engineer shall certify that retaining wall and infiltrations system was installed per the proposed design shown on the submitted and approved Project Plan. If the final design varies from the proposed design, an as-built plan certified by a professional engineering shall be submitted to the Town Planner and Town Engineer prior to the issuance of the Certificate of Occupancy.
- Project related construction and earth material movement shall comply with the Town's General Bylaws Chapter 292, for Noise and Construction between 7:00 am and 7:00 pm Monday through Saturday and 12:00 pm to 7:00 pm on Sundays.
- All trucks carrying earth material to and from the Project Site shall be required to access the Project Site from Summer Street via High Street/Route 109 only.

On a motion by Mr. Montgomery and seconded by Mr. Laubenstein, the Board voted 5-0 to close the public hearing.

264 Canton Street Scenic Road Public Hearing

In conjunction with Tree Warden Brendan Ryan, the purpose of the public hearing is to seek permission to remove one dead tree within the scenic road right-of-way. Mr. Ryan was present and gave a brief report and submitted a photograph of the affected tree.

On a motion by Mr. Wiggin and seconded by Mr. Montgomery, the Board 5-0 in favor to grant approval of the removal of the dead tree within the public right-of-way in front of 264 Canton Street in accordance with the Scenic Road Act and the Scenic Road Rules and Regulations without conditions.

248 Nahatan Street – Limited EIDR Minor Modification Request from First Parish (Mr. Laubenstein recused himself from this agenda item as he is a direct abutter of the property.)

Brian Bayer, Moderator of the First Parish Church was before the Board to give a brief summary of the purpose of this minor modification is to make revisions to the drainage outlet and grading to be fully on the First Parish property following the sale of the rear portion of the lot to the Town, eliminating the walkway and stairs to the kitchen entrance, reducing the size of the paved parking area to be replaced with crushed stone to allow for future paving, removing the planting beds along the edges of the parking lot, eliminating perimeter plantings along the parking lot (with the exception of the east side plantings), relocating the dumpster, removing the bicycle rack, and eliminating the original proposal for the chapel addition. Mr. Bayer also requested the option to expand the parking lot, install the additional landscaping, bicycle rack, and the addition for the chapel to its original proposal in the future.

Board members requested clarification about which trees that will be left on the property. Mr. Bayer responded that the plantings proposed on the east side of the parking lot closest to the Thatcher Street abutters are proposed to remain.

On a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted 4-0 in favor to consider this request for Limited EIDR modification as minor in nature.

On a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted 4-0 in favor to grant the Minor Modification of the Limited Environmental Impact and Design Review Approval for First Parish Church with the following condition:

1. The submitted plans last revised on January 27, 2016 shall be revised to indicate the locations of and include a notation that the additional planting beds and perimeter landscaping, expansion of the paved parking area, bicycle rack, and chapel addition as shown on the original 2015 approved plans is a possible option in the future and shall be at the Applicant/Owner's discretion without having to return to the Planning Board.

75-85 Providence Highway – Special Permit and EIDR Minor Modification Request

Tony from Ayoub Engineering was present for this application. The purpose of this minor modification is to alter the building's design by proposing a hip roof with a 6:12 slope rather than the previously approved flat roof, roof mounting of all HVAC equipment and the addition of a cupola. The requested modification is to the design of the proposed retail building.

Board members commented that these modifications are a big improvement to the aesthetics of the building.

On a motion by Mr. Olanoff and seconded by Mr. Montgomery, the Board voted 5-0 to consider this Special Permit and EIDR modification as minor in nature.

On a motion by Mr. Olanoff and seconded by Mr. Montgomery, the Board voted 5-0 to grant a Special Permit and EIDR Minor Modification for the elevation plans for the retail building at 75-85 Providence Highway.

850 High Street (AT&T) – EIDR Public Hearing- Alterations to expand existing wireless communications facility

Attorney Michael Dolan was present on behalf of the Applicant to summarize the proposed work to modify the existing telecommunications facility at 850 High Street at the Thurston Middle School. The modification includes replacing three panel antennas and adding three remote radio heads. The existing stealth canister will be replaced with a new stealth canister that will increase in diameter from 2 ft. to 3 ft. The height of the top of the structure is not changing and will remain 83 ft. above grade. Associated amplifiers, cables, fibers and remote radio heads will also be installed within the new enclosure. The purpose of the work is to provide network enhancement and new technology, which will result in a slight increase in coverage area.

Board members exchanged a few questions and answers with the applicant.

Public Comment:

School Committee member, J. O'Brien, commented that he was present to be sure he fully understood that the facility is regulated and complies with the FCC's regulations concerning emissions. The Applicant and Board members responded that a Radio Frequency – Electromagnetic Energy (RF-EME) Compliance Report has been submitted with this application and is mandated by the FCC as a part of this application.

Board members granted the following waivers:

1. Waiver of submission of a providing the full site plan showing all exterior buildings and structures.
2. Waiver of submission of a balloon test.
3. Waiver from the requirement to provide an exterior lighting plan, traffic study, landscape planting plan, site plan showing grading, topography, storm drains, water and sewer, natural features, signage, and parking areas.

On a motion by Mr. Montgomery, and seconded by Mr. Olanoff, the Board voted 5-0 to grant Environmental Impact and Design Review Approval of the Wireless Communication Facility at 850 High Street, with the standard conditions plus the following:

- The highest point of the steeple / belfry enclosure shall not exceed eighty-three (83) ft. above ground level.
- A maximum of one carrier is permitted with this approval; any future request will require a special permit approval by the Planning Board.
- The antenna array and associated cabling, fibers, and remote radio heads shall be located entirely with the belfry and cylindrical enclosure as shown on the approved plans.
- The new stealth canister shall be painted a flat white color to match the existing facility and repainted as necessary.

On a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted 5-0 to close the hearing.

60-90 Glacier Drive (PB-2016-02) – Special Permit Public Hearing for Major Wireless Communications Facility (Postponed from 1/19/16 & 2/9/16).

Ms. McCabe informed the Board that the Applicant requested a leave to withdraw for this application.

On a motion made by Mr. Montgomery, and seconded by Mr. Olanoff, the Board voted 5-0 to grant the applicant's request for *Leave to Withdraw without Prejudice* relative to the Special Permit for the temporary and permanent wireless communications facility under Zoning Bylaw Section 9.4.

Chairman Pfaff noted that if Applicant submits a new application, the Board is inclined to apply previous fees paid but the Applicant shall pay the difference in cost if fees increase.

Continued Public Hearing for the Proposed Zoning Amendments for Annual Town Meeting

On a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted 5-0 to continue this public hearing to Monday, March 28th at 7:30 in the small meeting room at the Library.

Public hearing for Board Rules and Regulations update (Subdivisions)

On a motion by Mr. Laubenstein and seconded by Mr. Olanoff, the Board voted 5-0 to continue this public hearing to Tuesday, April 12th at 7:30 in the meeting room at the Library.

Select peer review consultant for upcoming applications (Westwood Estates Definitive Subdivision, 4/12 public hearing)

Ms. McCabe informed the Board that the following firms submitted scope of work estimates for the review of the Definitive Subdivision for Westwood Estates, scheduled for public hearing on Tuesday, April 12th: Beals & Thomas; Beta Group; Professional Services Corporation (PSC) and McMahon Associates. The Board reviewed all proposals and selected PSC based on familiarity with the Town's zoning and subdivision regulations on past projects and one of the lowest prices.

On a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted 5-0 to select Professional Services Corporation as the peer review consultant for the review of the Westwood Estates Definitive Subdivision.

Review and Signing of Decisions from Prior Meetings – Ms. McCabe prepared the signature pages for the two Earth Material Movement Special Permits, which were signed by the Board.

Adjournment:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor to adjourn the meeting at approximately 9:29 p.m.

Approval of Minutes: 2/9/16 – On a motion by Mr. Olanoff and seconded by Mr. Laubenstein, the Board voted 5-0 to approve the minutes with amendments.

List of Documents

• Memo to PB from A. McCabe date 3/11/16 re: March 15 Meeting Summary	PDF
• Memo from J. Bina to A. McCabe dated 3/8/16 re: EMM SP 79 Country Lane	PDF
• Memo from J. Bina to A. McCabe dated 3/9/16 re: EMM SP 510 Far Reach Road	PDF
• Copy of Site Plan and retaining wall detail - #510 Far Reach Road dated 1/27/16 and revised 3/14/16	PDF
• Photograph of 264 Canton Street – Scenic Road Tree Removal Public Hearing	PDF
• Letter from B. Bayer, First Parish Church to A. McCabe dated 3/8/16 re: Minor Revisions of Approved Site Plans, 248 Nahatan Street	PDF
• EIDR submittal packet including plans, reports, narrative, waiver requests, for 850 High Street	PDF
• Letter Requesting for Leave to Withdraw, 60-90 Glacier Drive, dated 3/9/16	PDF
• Copy of Site Plan 248 Nahatan Street	PDF
• Letter to Ch. Pfaff from M. Vaughn, Riemer/Braunstein dated 3/9/16 re: Minor Site Alternation – 75-85 Providence Highway	PDF
• Copy of Plan A2.0 – Exterior Elevations for Season's Corner Market – Colbea Enterprises, LLC	PDF
• Revised plans and Hydrologic Report for 79 Country Lane	PDF