

Planning Board Meeting Minutes
Tuesday, June 14, 2016
Champagne Meeting Room, 50 Carby St. – 7:00 PM

Call to Order:

The meeting was called to order by Chairman Chris Pfaff at approximately 7:02 p.m. WestCAT was granted permission to videotape the meeting.

Present:

Planning Board members present: Chris Pfaff, Steve Olanoff, Trevor Laubenstein, Dave Atkins and Mike McCusker. Staff members present: Town Planner Abigail McCabe, Director Nora Loughnane and Planning & Land Use Specialist Janice Barba, who recorded the minutes.

University Station Sign Request for Project Specific Signage Alternative

Present were Paul Cincotta and Tom Shea from New England Development (NED) as well as Wegmans Regional Manager Bill Congdon. Mr. Cincotta displayed the supplemental sign plan drawing to the Board. He stated that the signage was erected in conformance with the existing signage provisions of the Zoning Bylaw. Furthermore, that the supplemental sign plan addresses traffic and operational issues unique to University Station as well as industry standards.

These signs include the following:

- Sidewalk Directory Sign; Portable Code of Conduct Sign (since last meeting this sign has changed to be nearly identical to the sidewalk directory sign); Parking Directory/Parking Control - # sign on light pole plus Restricted Parking Sign; Wegmans Cart Corral Directory Sign; Temporary Now Open Signs

Board Questions/Comments:

- A Board member requested the locations and dimensions of the Code of Conduct and requested information about its purpose. Smaller, wall mounted signs were suggested.
- Questions were asked if the Wegmans Cart Corral Signs would remain static or change.
- A Board member requested the locations of the “No Trespassing Signs”.
- A Board member suggested NED use of kiosks for permanent directory signs.
- A Board member disagreed with NED’s definition of directory signs, and stated that the signs are mini billboards.
- Board members expressed dislike for the video surveillance signs posted at Target
- Board members disliked the “private property” signs mounted on poles in parking areas near the MBTA Station.
- Board members expressed the desire for the signs to have development-wide consistency and an updated plan set to depict the signage plan.
- Ms. Loughnane commented that it is Westwood desire for signs that are tasteful, provide direction and enhance the shopping experience at University Station. She suggested that NED representatives and Ms. McCabe discuss an acceptable, sign program with this in mind.

Public Comments:

- S. Rafsky, 646 Canton St. mentioned the flexibility of the Zoning Bylaw, Section 9.7.10 – Signage, for the University Ave. Mixed Use District and said that the Planning Board would cooperate with the needs of the developer and the community.
- R. Kelly, 20 Blue Hill Drive – sizes, materials, setbacks.

Action Taken:

Ch. Pfaff requested that NED work with Ms. McCabe and return to the next Planning Board Meeting on 6/28/16 with a detailed, supplemental sign package that addresses the comments brought forth by the Board.

14 Washington Street, Hogan Tire Center – EIDR and EMM Special Permit Public Hearing for demolition of existing building and construction of new building for motor vehicle light service use and off-street parking – *Continued from 4/25/16*

(Associate Planning Board members Todd Sullivan and Steve Rafsky were present to participate in this continued public hearing.)

Applicant’s engineer Tim Paris was present and summarized revisions to the plans in response to the Town Engineer’s and Peer Review Consultant’s comments. The Applicant explained that the Hogan Tire technicians will open the garage doors and bring in the

cars as not to disturb the neighbors. The building will have better ventilation, air conditions, better sound proofing materials, and the site layout allows for better circulation and traffic flow into the building than the existing site.

Peer Review Comments:

Peer reviewer Phil Paradis of PSC gave a summary of the outstanding details in his review memo dated 6/13/16 to the Planning Board and are shown below with latest comments in bold italics.

- *Provide species, size and planting details for trees and shrubs; indicate location of significant existing trees and their future disposition; PSC recommends shade tolerant trees be planted in buffer area. **Provide details for plantings.***
- *Existing driveway on Washington Street, to be reused, is 125± feet from the centerline of the Gay Street intersection. The new access drive/ access to loading area on Gay Street is 100± feet of centerline of Washington Street. **Waiver requested.***
- *Provide information on loading operation to confirm compliance with §6.1.27. **Truck turning plans have been provided for an unspecified size tractor trailer entering the site at the Washington Street curb cut from southbound on Washington Street and for a box truck accessing the loading area from Gay Street Extension. In both cases the access is not efficient. Provide data for anticipated deliveries.***
- *The grading in the parking area is less than 0.50%. Generally pavement grades less than 1% are susceptible to ponding. **Spot grades revised. Revise the proposed 146 contour to reflect grading change.***
- *Grading and drainage for loading/Gay Street access area. **PSC notes that the proposed basement floor elevation is 136.85, which is lower than grades against the building 139.2.***
- *Provide dimension on plan to show conformance to §6.3.2.2. **There are some areas where the 20-foot buffer requirement has not been met along the southeasterly property line. However, the buffer has been improved when compared to the existing condition.***
- *Provide sufficient details on plans to show conformance to screening standards for parking lot and refuse disposal and dumpster areas.*
- ***Two of the wall mounted lights are indicated to be mounted at 20 feet above ground. Revise plan to comply with 15 foot maximum height.***
- ***Landscape plan provided; Indicate proposed surface treatment for all areas where areas where pavement is proposed to be removed. Include detail or note clarifying "Lawn Area" and proposed swale.***
- ***Provide details for the electrical connection including details for a transformer should one be necessary and dumpster enclosure.***
- *Provide Soils tests. **Soil boring logs and groundwater readings have been provided that indicate that subsurface infiltration system 1 is properly set relative to groundwater elevations. The information is not clearly definitive for subsurface infiltration system 2. PSC recommends a condition to provide test pit prior to construction to verify proper separation from high groundwater elevation.***
- ***Applicant is proposing to connect the foundation drain to an existing catch basin in Gay Street. Plans do not indicate an outlet for this catch basin.***

Public Comments:

S. Zinno, 6 Lull St. – expressed concern about being assured that Hogan Tire’s garage doors will remain closed; said that the pylon sign is offensive; requested to review the landscape buffer plan; and wants the existing fence shifted off his and the neighbor’s property.

B. Fleming, 10 Lull St. – requested a list of conditions associated with the Planning Board’s Decision and asked that the new trees in the landscape area be large and to be visible over the fence when planted.

Board & Staff Questions & Comments

- Ms. Loughnane requested the Applicant to provide a material/sample board for the Planning Board’s convenience. (Applicant went out to his car to retrieve the materials board and presented it to the Board.)
- Ms. Loughnane advised the Board to authorize Ms. McCabe to work with Hogan Tire to review of the existing and proposed trees to finalize a final landscape plan.
- A Board member commented that the large size of the pylon sign, and requested the dimensions, noting that it cannot be higher than the building. A small monument style type sign would be a better fit for Washington Street.

- Ms. Loughnane suggested the use of a platform sign, which is no higher than the landscaped area, eight foot maximum height was suggested.

Action Taken:

On a motion by Mr. Olanoff and seconded by Mr. Laubenstein, the Board voted 5-0 to grant the following waivers:

1. Waiver of the strict adherence to the traffic study requirement of Section 7.3.7.3 of the Westwood Zoning Bylaw. The Board finds this requirement is not necessary because the proposed motor vehicle general repair use has existed at this location for some time and the project will not increase the level of business activity at the site.
2. Waiver of the strict adherence to the 150 ft. minimum distance for access or egress points to a parking area from an intersecting street as required in Section 6.1.25 of the Westwood Zoning Bylaw. The proposal includes reusing the existing access point for the driveway off of Washington Street.
3. Waiver of the submission of the presentation model required in Section 7.3.7.7 of the Westwood Zoning Bylaw. The Board finds this requirement is not relevant to this application.

On a motion by Mr. Olanoff and seconded by Mr. Laubenstein, the Board voted 5-0 to grant Approval pursuant to Section 6.3.9 [Screening Standards Special Permit] to allow the continuance of the nonconforming landscape screening along rear southeasterly property line, Section 7.1 [Earth Material Movement (EMM)] for a Special Permit to import 1,038 cubic yards of fill for construction, and Section 7.3 [Environmental Impact and Design Review] EIDR for 14 Washington Street – Hogan Tire subject to the Conditions stated herein:

CONDITIONS OF APPROVAL:

1. Except as modified by the Conditions and Findings hereof, the Project shall comply with the Project Plans in all respects and the Applicant shall pursue completion of the Project with reasonable diligence and continuity.
2. A final revised plan set and corresponding documents shall be revised and submitted to the Planning Board’s peer reviewer and Town Planner for approval to address all outstanding items in the memorandum from Philip Paradis of PSC dated June 13, 2016.

The plan entitled “Site Plan of 14 Washington Street, Westwood, Massachusetts”, prepared by Timothy D. Paris, P.E., dated March 6, 2016, and last revised on June 6, 2016 consisting of 4 sheets, shall be revised to include the following changes:

- Add contour 146 to reflect grading change;
- Show dumpster screening detail;
- Show the limit of work;
- Provide detail for electrical connection for a transformer and details for the proposed transformer or mechanical area on the north side of the building; and
- Show the location with correct dimensions and orientation for the proposed bicycle rack.

The landscape plan entitled “Landscape Planting Plan, Hogan Tire, 14 Washington Street, Westwood, Ma” Sheet 1, prepared by MF Landscape and Design, LLC of Walpole, MA, dated May 12, 2016 shall be submitted to the Town Planner for review and approval with the following revisions:

- Show planting details;
- Add details to clarify the front lawn area and proposed swale;
- Add dense plantings of shrubs and trees to serve as visual screening planted at a height visible over the existing stockade fence;
- Label the dimension of the landscape buffer; and
- Identify proposed surface treatments for all areas where pavement is proposed to be removed.

3. A final Erosion and Sediment Control Plan and Operation and Maintenance Plan including bi-annual pavement sweeping shall be submitted to the Planning Board's peer reviewer and Town Planner for review and approval.
4. A final sign package detailing the dimensions, material, and lighting for the proposed free-standing sign shall be submitted to the Town Planner for approval. The exact height shall be determined after a site visit and based on visibility but shall not be higher than eight (8) feet.
5. The submitted photometric plan shall be revised so that the proposed "W2" wall light be mounted no higher than fifteen (15) feet above the ground directly below.
6. Test pit data for subsurface infiltration system #2 shall be provided to the Board's professional peer reviewer and Town Planner prior to construction to verify proper separation from high ground water elevations. Any plan modifications as a result of further testing shall return to the Planning Board for review.
7. All exterior lights shall be installed so there is no glare onto nearby properties as shown on the submitted light details and photometric plan. No wall mounted light fixtures shall be mounted higher than 15 ft. above the grade directly below.
8. The garage doors shall remain closed at all times, except as necessary to move vehicles into and out of the garage bays.
9. The proposed future location for building mechanical area on the north side of the building shall be screened from view with landscaping or fencing. The final details for any equipment such as the air conditioning condenser units shall be submitted to the Town Planner for review and approval if this mechanical area is determined to be necessary for the new building.
10. The removal and replacement of the existing concrete sidewalk and driveway apron shall be coordinated with the Department of Public Works and replaced to match the existing materials.
11. Trees to remain shall be protected to prevent damage during construction as shown on the project plans.
12. The Owner/Applicant shall clean the property daily of any trash or debris. All trash, recycling, and material storage shall be within the proposed enclosure. The frequency of waste removal shall be increased if found to be insufficient.
13. All work within the right-of-way shall be coordinated with the Westwood Department of Public Works relative to the Washington Street resurfacing planned for July – August 2016. Work associated with this project shall not damage the new pavement or the traffic signal conduit under the sidewalk.
14. Prior to demolition the Applicant shall hire a pest control company to inspect the premises and submit the inspection report and invoices to the Westwood Health Department.
15. Prior to demolition the Applicant shall submit a copy of the asbestos inspection conducted in compliance with DEP Asbestos Regulations to the Westwood Health Department.
16. The waste hauler and/or portable toilet shall be licensed with the Board of Health if used during this project.
17. Applicant shall submit revised emergency plans to meet the Westwood Board of Health Hazardous Materials Bylaw after project completion to identify the storage and management of any hazardous materials.
18. All trucks carrying the fill shall access and exit the property from Washington and Gay Streets only and shall not travel down the side streets.
19. The existing pavement on Washington Street shall be protected from damage from loading and unloading materials and/or equipment related to the proposed construction.
20. Prior to the proposed connection, the Applicant shall verify the outlet for catch basin in Gay Street for the proposed foundation drain connection.
21. The driveway shall be cleaned daily during construction to prevent excess tracking of material onto the public way and a crushed stone entrance shall be used and replaced when necessary to keep dirt from being tracked onto the street.
22. The Applicant shall provide three (3) certified copies of an "As Built" Site Development Plan prepared by a Registered Professional Engineer and/or Land Surveyor, and shall indicate that all driveways, parking areas, sidewalks, storm drains, sewer mains, water mains and their appurtenances have been constructed in material compliance with said Project Plans and are accurately located as shown thereon. The "As Built" plan shall be delivered to the Board in a format approved by the Information Systems Director (Auto Cad and PDF) for compatibility with the Town of Westwood GIS database.

23. 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.
24. This Approval shall lapse if a substantial use thereof or construction thereunder has not begun, except for good cause, within two (2) years following the grant thereof. The Planning Board may extend such approval, for good cause, upon the written request of the Applicant. In the case of the EIDR Approval, the term “substantial use thereof or construction thereunder” shall mean the commencement and substantial progress of the approved activity.
25. A copy of this Decision and the Project Plans shall be kept on the Project Site at all times during construction.
26. Any alterations, modifications, deletions or amendments to the EIDR or the Special Permit Approval shall be done in accordance with the requirements of M.G.L. Chapter 40A § 9.

On a motion by Mr. Laubenstein and seconded by Mr. Olanoff , the Board voted to continue this meeting to Tuesday, July 12, 2016 at 7:00 p.m. in the Champagne Meeting Room, 50 Carby Street.

Final Comments:

- Applicant requested permission to allow the gas company installation to proceed.
- Applicant said will start discussions with DPW to check the integrity of the water main.
- Applicant will empty catch basin.

Westwood Estates Subdivision (Wight Lane & 9 Hedgerow Ln.) – Definitive Subdivision and Earth Material Movement Special Permit Public Hearing – Continued from 4/12/16

Ms. McCabe informed the Board that the Applicant’s attorney Peter Zahka submitted a request for a continuance of this hearing.

Action Taken:

On a motion by Mr. Olanoff and seconded by Mr. Rafsky, the Board voted 5-0 to continue this hearing without testimony taken to Tuesday, June 28th at 7:00 p.m., in the Champagne Meeting Room at 50 Carby Street.

36 & 44 Blue Hill Drive and 124 Canton Terrace – Preliminary Subdivision Public Hearing

Ed Musto was present to explain that this application proposed two-lot subdivision application was submitted before Town Meeting in April 2016. The intent of the submission is to receive zoning protection, which would give the land the benefit of zoning protection to the zoning in place at the time of submission. Mr. Musto said that he will submit an application for a Definitive Subdivision before the deadline of November 27, 2016.

Board & Staff Comments:

Ms. McCabe summarized the staff comments received from the Town Engineer and Health Director.

At last year’s preliminary subdivision application on this same proposal the Town Engineer noted that any work within the right-of-way should be completed prior to the paving of Blue Hill Drive in August 2015. Mr. Musto completed utility work prior to the 2015 paving.

Public Comments:

- An unidentified resident asked for a definition of SRD (Senior Residential Development) bylaw.
- M. Ridge, 57 Blue Hill Drive – asked questions about process is and asked when she will find out what is being built.
- N. Aleid, 47 Blue Hill Drive – expressed concern about development of elderly housing.

Action Taken:

On a motion by Mr. McCusker and seconded by Mr. Laubenstein, the Board voted 5-0 to approve the plan for a Preliminary Subdivision for a two-lot subdivision named Canton Terrace at 36 & 44 Blue Hill Drive and 124 Canton Terrace.

On a motion by Mr. Laubenstein and seconded by Mr. McCusker, the Board voted 5-0 in favor to close the hearing.

Approval of Minutes:

On a motion by Mr. McCusker and seconded by Mr. Olanoff, the Board voted 5-0, to approve the minutes of 05/24/16 with one correction to the budget estimate he reported during Committee Reports for the construction of the Green Line through the Dedham Street Corridor.

Other Business:

Review and Signing of Decisions from prior meetings or hearings closed on 6/14/16

Board members signed the Decision signature page for 14 Washington Street – Hogan Tire

Committee Reports

Regional Transportation Advisory Council - Mr. Laubenstein reported that a new, more flexible fare collection system is being proposed for the MBTA.

MBTA Advisory Board – Mr. Olanoff reported a correction to the budget figure that was provided for the expansion of the Green Line through the Dedham Street Corridor.

Housing Authority / WAHA – Mr. Atkins reported that the Housing Authority is supporting an application submitted by Habitat for Humanity to the Zoning Board of Appeals for a request for a variance to build a new house on the vacant lot, 5 Highview St., which is currently zoned as an un-buildable lot. If a variance is not granted then the applicant will file under Ch. 40B.

Other Business:

Islington Center Task Force – The next meeting is June 22nd which will begin with a Walking Tour of Islington Center followed by a meeting at the Islington Community Center to discuss redevelopment plans; the Petition; and to distribute proposal for review and schedule a date to discuss the proposal.

Fire Station – Progressing well; tower has been placed.

Police Station – Groundbreaking for new police station is scheduled for Friday, July 1st at 8:00 AM. Deerfield Ave. is complete with the exception of an Eversource/Verizon utility pole that needs to be relocated on the street.

Zoning Reform Bill - On June 9th the Massachusetts Senate passed legislation to address the housing needs of the Commonwealth by updating the state’s zoning laws. The bill, An Act Promoting Housing and Sustainable Development, changes local and state zoning laws to increase housing stock and build communities that will reduce sprawl and eliminate restrictive zoning laws.

Blue Hart Tavern Walk-Thru – Ms. McCabe set Thursday, June 23rd at 6 p.m. as the date for the Board and members of the Historic Commission to walk through the Blue Hart Tavern for the purposes of documenting historically significant attributes prior to its move.

Upcoming Meetings:

Next meeting is 6/28 at 7:00 p.m.

Adjournment:

Upon a motion by Mr. McCusker and seconded by Mr. Laubenstein, the Board voted unanimously in favor to adjourn the meeting at approximately 10:42 p.m.

Upcoming Planning Board Meetings: 6/28, 7/12, 8/2, 8/23 & 9/6 *Note: New start time for meetings is 7:00 p.m.*

List of Documents

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| • Memo from Town Planner to Planning Board, June 14 th Meeting Summary dated 06-10-16 rev. 06-13-16 | PDF |
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| • University Station – Supplemental Sign Plan drawing (3 sheets) 5/10/16 | PDF |
| • University Station & Wegmans – Photographs of Proposed Alternative Signage | PDF |
| • 14 Washington St. - Hogan Tire – Town Planner Review Memo to Planning Board rev 06-13-16 | PDF |
| • 14 Washington St. - Hogan Tire – PSC Peer Review Memo to Planning Board rev 06-13-16 | PDF |
| • Memo to Town Planner from T. Paris, dated 05-31-16 re: 14 Washington St. - Hogan Tire Response to PRC Engineer’s comments | PDF |
| • 14 Washington St. - Hogan Tire - Revised Site Plans (11 sheets) 06-06-16 | PDF |
| • 14 Washington St. - Hogan Tire - Sign Plans (3 sheets) | PDF |
| • 14 Washington St. - Hogan Tire - Revised Site Elevations 05-18-16 | PDF |
| • 14 Washington St. - Hogan Tire - Aerial Photographs (Site & Zoning) | PDF |
| • 14 Washington St. - Hogan Tire – Photographs Existing Conditions | |
| • Westwood Estates - Letter of Request for Continuance to Planning Board from Peter Zahka, Attorney for David Spiegel | PDF |
| • Canton Terrace Preliminary Subdivision Site Plan (3 sheets) 03-10-16 | PDF |
| • Canton Terrace - Aerial Photographs | PDF |