

Planning Board Meeting Minutes
Tuesday, October 18, 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 7:04 p.m. The Chairman announced that WestCAT was recording this meeting.

Present:

Planning Board members present: Christopher A. Pfaff, Steven H. Olanoff, Trevor W. Laubenstein, Michael L. McCusker and David L. Atkins, Jr. Participating in the Westwood Estates Subdivision hearing were Associate Member Todd Sullivan and Associate Member Steve Rafsky. Staff members present: Town Planner Abigail McCabe, Nora Loughnane, Director of Community & Economic Development and Janice Barba, Planning & Land Use Specialist.

Westwood Estates Subdivision - (443 Canton St., Wight Lane & 9 Hedgerow Lane)

Chairman Pfaff read a statement into the record that in accordance with 940 CMR 29.10(5), Associate Planning Board member Steven Rafsky will be participating remotely in this public hearing for the Westwood Estates Subdivision, as he is out of state due to work travel. Furthermore, Mr. Rafsky is attending this public hearing, via speakerphone. Chairman Pfaff added that all votes taken on this matter this evening will be taken by roll call.

Proponent's Attorney Peter Zahka, David Johnson from Norwood Engineering, and David Spiegel was present. Mr. Zahka gave a brief summary of the revised plans submitted since the last meeting and turned the presentation over to Mr. Johnson.

Norwood Engineering Response to Comments from Professional Services Corp. (PSC): Mr. Johnson provided a brief summary of responses to outstanding comments in the PSC review.

1. Ownership rights to Wright Lane have been confirmed.
2. AutoTURN for fire truck access to emergency – a 32' radius has been provided but it will not accommodate a fire truck at the end of Lyons Drive with a landscape island in the center. Staff suggested eliminating the island to allow the fire truck to access the emergency road from Lyons Drive.
3. The Applicant still request a Waiver of Traffic Study but a limited study of the existing conditions, future conditions, traffic volumes and future potential operations of a through street on Lyons Drive by Bayside Engineering was provided.
4. A request for a Wavier to show trees greater than 10" on plans is still requested
5. A request for a Wavier to show sight distances is requested, but stopping sight distances and intersection sight distances were provided.
6. A request for waiver from §IV.A.4.b & c. to allow 1207 foot dead end with emergency access is requested. A proof plan was submitted to demonstrate the ability to design a subdivision in full compliance (waiver-less). An agreement has been forged with abutting landowner to acquire the necessary land to construct the proposed emergency access without the need for the previously proposed retaining wall.

Summary of Responses to Comments from Professional Services Corp. (Phil Paradis) - Mr. Paradis provided a brief summary of responses to Norwood Engineering on unresolved issues only.

1. Provide updated full sized cut/fill plan and balance summary for earthwork.
2. Planning Board should discuss applicant's request for Waiver of Traffic Study
3. Planning Board should discuss applicant's request for Waiver to show trees greater than 10" on plans.
4. Planning Board should discuss applicant's request for Waiver to allow 92.4' of separation between intersections.
5. Planning Board should discuss applicant's request for Waiver from §IV.A.4.b & c. to allow 1207 foot dead end with emergency access. PSC recommends requiring construction of a through road.

6. Planning Board should discuss applicant's request for Waiver for the use of a 25' wide easement for stormwater management facilities.
7. Planning Board should discuss applicant's request for Waiver from the requirement to provide Open Space or park for recreation purposes.
8. Planning Board should discuss the requirement for plans to show domestic water and sewer locations or private utilities.
9. Hydrants – Proposed connection width and hydrant location is acceptable to Fire Chief
10. Planning Board should discuss applicant's request for Waiver from requirement for construction of two sidewalks.
11. The following details for Infiltration Basin should be provided: (a) consider relocating open basin to avoid a 28' cut (b) provide a section through the fill portion of the basin (c) delineation of 144.5 contour (d) emergency overflow spillway (e) maintenance access around basin (minimum of 15') (f) monitoring wells and (g) drawdown device in outlet structure for maintenance purposes.
12. Will the Lyons Drive residents be included in the Homeowner's Association? (The infiltration basin serves primarily Lyons Drive and emergency access drive.) The proponent responded that no, the Lyons Drive residents would not be part of the Association – the new residences only.
13. Soil tests are required in order to approve stormwater infiltration basin design and recommended they be complete now rather than a condition in case any changes are needed on the plans.
14. The Planning Board should add a condition that the Town Engineer should observe excavation for infiltration systems to verify groundwater elevations and adequacy of soil to provide infiltration rate include in the design calculations.
15. The SWPP (erosion and sediment control plan) should be a standalone document from the Long Term Operations and Maintenance Plan. Plans, details, schedules and forms should be submitted.
16. BMP's with specific maintenance requirements should be managed by a professional engineer and funded through a homeowner's association.

Town Planner's Comments:

Ms. McCabe summarized the comments received from Town staff including Police, Health, DPW, Fire and Conservation Departments. The recommendations included: no gates, fences or other obstructions on the emergency access road, removal of the existing island on Lyons Drive, requirement that the access road be paved 14' with 3' wide gravel shoulders, mountable curbing that is 4" high or less, requirement to file with the Conservation Commission.

Board Questions & Comments:

A board member suggested underground infiltration systems. Mr. Johnson responded that the DPW has recommended against a subsurface infiltration system as it requires more maintenance and suggested the use of above ground infiltration system.

A question was asked about the basin and its maintenance. Mr. Johnson responded that the basin is large and flat and due to the side-slope a machine would be required to maintain it.

A question was asked about the status of the soil testing. Mr. Johnson responded that the soil testing has not been done yet as the property has only recently been acquired by Mr. Spiegel. Furthermore, the neighbors had requested that major disturbances to the land be held until the plan is approved.

A Board member asked for some details about catch basins. Mr. Paradis responded that different types of stormwater flow through the catch basins in different ways: roof run off will not have the same sediment that the roadway drainage will have and believes that this catch basin design could be modified, and agrees with the proposed location of it but not the access point to the basin outlet.

A Board member asked about the status of the current cart paths. Mr. Johnson responded that there is an existing cart

path that will be reused as a 10' wide access area and that the Conservation Commission will likely require the abandoned cart paths to be revegetated while remaining outside the 100' buffer zone.

Town Planner Ms. McCabe asked for the status of the realignment of #18 and #21 Hedgerow Ln. Mr. Zahka responded that at this point agreements have not yet in writing but he does not anticipate neighborhood objections. Some options were discussed including removing the pavement, grassing over these areas, and extending the driveways. The maintenance of this grassed area would become the developer's responsibility. This would take away the need to add this square footage to either #18 or #21, which would increase owner's real estate taxes. The land would be altered but remain part of road's right of way in the same way that it is used now.

A Board member asked Mr. Paradis if he had a high level of confidence regarding the Applicant's request for waivers. Mr. Paradis responded that there aren't any major issues with the requested waivers.

A Board member asked Mr. Paradis to comment on the traffic impacts of the subdivision. Mr. Paradis responded that the project itself is not going to increase traffic but stated that he is not certain about the traffic impacts on Canton St. and Everett St.

A Board member asked Mr. Johnson to respond to the resident of 88 Lyons Drive saying that there are no current drainage problems. Mr. Johnson commented that oftentimes quantity in terms of drainage is what people are looking at and not necessarily quality of drainage and the proposed new drainage system will improve water quality and recharging ground water and wells.

A Board member noted that lot #10 to be in violation of the Wetland Protection Act and Bylaw as it is proposed to be fully within the 100' wetland buffer zone. Mr. Zahka responded that an application will be filed with the Conservation Commission. Ms. Loughnane commented that the Application still needs Conservation Commission review and the resource areas and buffers are within the jurisdiction of the Conservation Commission rather than the Planning Board. The Planning Board's role in this application as a standard subdivision under the Subdivision Control Law is really only the lots as they pertain to the Zoning Bylaw, the road and infrastructure.

In response to a resident's request to accept Lyons Drive as a public street, Ms. Loughnane informed the Board that she received a conservative and very preliminary construction cost estimate of \$40,000 from the DPW in order to improve Lyons Drive to a more acceptable standard. This cost would be divided amongst the abutters and each abutter would be assessed a betterment charge to bring the Lyons Drive road up to today's standards prior to the Town accepting the road as public. Following that, this request would have to pass a Town Meeting 2/3 vote. Ms. Loughnane added that the most likely way to have Lyons Drive accepted by the town is to have this project create a through way street, which would require agreement from the Town of Norwood and even after that there is no guarantee that the street will be accepted by public by Town Meeting. Ms. Loughnane added that the Planning Board would advocate for public street acceptance and if the new street is a private street, then a homeowners association would be responsible for the maintenance of the street.

Public Comments:

D. Cronin, 45 Lyons Dr. – commented that he favors the plans that have been presented this evening and said that those neighbors who have not come to the meeting are either indifferent or in favor of the plans. He requested that the Town accept Lyons Drive as a public way.

Mrs. Wong So, 83 Lyons Drive – commented that many cars come down Lyons Drive thinking that it is a through way. She is opposed to Lyons Drive becoming a through way but is ok with the proposed emergency access.

Mr. Wong So, 83 Lyons Drive – commented that he favors the cul-de-sac with the emergency access and not a through street. He commented that the traffic study only measures the existing conditions and is concerned that the neighbors'

quality of life will be impacted, asking that the decision is made carefully.

N. Shangyao, 88 Lyons Drive – commented that this plan should be rejected.

Closing Comments:

Board members and Ms. McCabe agreed that the following items should be addressed prior to the next meeting:

- Update the waivers on the cover page to indicate approval granted on 10/18/16 and include the waiver for the open space requirement and the waiver of the separation of the intersections, and the modified waiver to show the trees over 24”
- Show the trees over 24” , proposed and to remain, and clarify the limit of work
- Remove the island from the Lyons Drive cul-de-sac
- Provide soils test data for the basin and all requested information for Phil Paradis’s review, revise access to basin outlet for equipment
- Show the proposed street light locations on the plan, including the fixture details (should be LED), and proposed light pole heights
- Label transitional curbing on plan sheet 10
- Continue the sidewalk all the way around the cul-de-sac (Hedgerow)
- Provide a draft Homeowners Association document outlining the details of the operations and maintenance plan for pre and post construction of the roadway and emergency access road. (stormwater detention basins, road repairs, snow and ice removal)

Ms. McCabe provided the Board a list of all the requested waivers and asked the Board to vote on each waiver. Chairman Pfaff announced that all waives would be by roll call.

Waivers Requested/Needed:

1. Waiver from the maximum road length for a dead-end road (500 ft. required, 1207 ft. with emergency access connection proposed) (§IV.A.4.b & c). *(Upon a motion by Mr. Laubenstein and seconded by Mr. Sullivan, the Board voted (in a roll call vote) 5-0 in favor to approve waiver #1 because the emergency access road provides a second means of access.)*
2. Waiver from showing trees greater than 10” (§III.B.3.n). *The Board voted to allow a partial amended waiver to allow applicant to show trees that are 24” and over only and the Applicant agreed.*
3. Waiver from minimum intersection separation between new realigned Hedgerow and Hemlock (§IV.A.2.a). *The Board found that the intersection distance is being increased from the existing conditions.*
4. Waiver from minimum width for drainage easement (30 ft. required, 25 ft. proposed) (§VI.C.1)
5. Waiver from Open Space playground dedication requirements (IV.E). *The Applicant argued that a single-family residential community would likely not support a public park area and would be harder to sell. The Board found the location of the subdivision was not likely to attract people to the area for a public park.*
6. Waiver / “minor variance” for unaligned centerline and right-of-way for the realigned section of Hedgerow – if the right-of-way is adjusted with this proposal.
7. Waiver from requirement for sidewalk on both sides of street (one side proposed) (§V.H.1). *The Board asked and Applicant agreed to submit funds to a sidewalk improvement fund based on the estimated cost to construct the sidewalk.*
8. Waiver from requirement of providing traffic study (III.B.1.h) (Upon a motion by Mr. Olanoff and seconded by Mr. Laubenstein, board voted (in a roll call vote) 5-0 in favor to approve this waiver as written.)
9. Waiver for coverage of sewer pipe with ductile iron pipe. The Board found that there were no objects from DPW and the request is reasonable based on the existing conditions.

Action Taken:

On a motion by Mr. Laubenstein and seconded by Mr. Sullivan, the Board voted 5-0 (in a roll call vote) to continue this hearing to Tuesday, November 1, 2016 at 7:00 p.m. in the Selectmen's Meeting Room, 580 High Street.

Del Frisco's Grille – 60 University Ave. – Continued Public Meeting for Conformance Determination

This application was presented to the Board on 10/4 for consideration of Conformance Determination, as it relates to the approved University Station Master Development Plan and revised plans were provided to the Board.

Presentation by Paul Cincotta, NED - Mr. Cincotta updated the Board on the status of the outstanding recommendations of Peer Review Consultant BETA Group, Inc. and KAO Design, Inc. as well as the Planning Board's requests for changes since the last meeting:

1. Circulation, Traffic Impact & Street Access – suggested creating a more direct connection between the walkway and the sidewalk leading to the MBTA station. *Due to an eight foot change in the grade between the walkway along the face of the building and the sidewalk on University Ave., adding a staircase would not meet the standards for handicapped accessibility.*
2. Parking Lot Revisions: removing the parking space immediately east of the dumpster enclosure - *Trash pickup occurs during off-hours and no interference is anticipated. If conflicts arise in the future, the parking space could be striped-out* Verify and label width of access aisle adjacent to the island at the northeast corner of the parking area – *Width has been confirmed and labeled.* Van accessible parking spaces need designated signage – *Master Plan details include requirements for Van Accessible signage.*

Board Comments

Chairman Pfaff asked the Town's peer review consultant to address the previously identified recommendations.

Mike Sinesi of KAO Design, Inc. stated that Tetra Tech and NED have addressed all outstanding issues related to Submission Requirements and revised the plans as suggested related to the design; Building Design; Visual Mitigation & Screening; Utilities; Public Safety; Stormwater Management; Outdoor Lighting; Water Quality, Spill Prevention & Response; Water Efficiency and Signage. The roof equipment will be set back and not visible.

Town Planner's Comments

Ms. McCabe summarized staff comments and read a list of recommended conditions as part of the draft motion for the Conformance Determination.

Action Taken:

Upon a motion by Mr. McCusker, pursuant to Section 9.7.12.2.1 of the Westwood Zoning Bylaw the Planning Board:

- (1) Votes to approve a Conformance Determination for Del Frisco's Grille in Core Development Area 3, as shown on the plan entitled "University Avenue Mixed Use District, Master Development Plan," prepared by Tetra Tech, last revised march 22, 2013, which was approved pursuant to Article 1 of the May 6, 2013 Special Town Meeting and is on file with the Town Clerk and the Planning Board; and
- (2) Makes the following findings:
 - a. The documents on file with the Planning Board and in oral and written reports and other documentation delivered by the Town's consultants and the Proponent's consultants, including without limitation plans entitled "University Station – University Avenue, Restaurant C Conformance Determination," prepared by Tetra Tech, dated September 13, 2016 and last revised October 7, 2016, sheet C-111 "Site Layout Plan, sheet C-121 "Grading and Drainage Plan", Sheet C-131 "Utility Plan"; plans entitled

University Station – University Avenue, Restaurant C Conformance Determination,” prepared by Shadley Associates, dated September 13, 2016 and last revised October 7, 2016, Sheet L-105 “Planting Plan” and Sheet L-105.1 “Planting Details”, architectural plans entitled “Del Frisco’s Grille, Concept Design: Elevation and Materials, prepared by HFA/Allevato, dated October 7, 2016, Floor Plan sheet A100, and Roof Plan Sheet A102, prepared by Harrison French & Associates, LTD, dated October 7, 2016. Materials board prepared by HFA/Allevato dated October 4, 2016. Light specification sheets for Slot Square LED and Microslot Square LED, Sistemalux, for Del Frisco’s Grille, Westwood, MA. Memorandum from Health Director Linda R. Shea, to Abigail McCabe, dated September 20, 2016. Memorandum from Merrick Turner of BETA Group, Inc. to Town of Westwood Planning Board dated September 28 and October 17, 2016.

b. The Core Development Area 3 Final Plans and Materials otherwise comply with the standards and requirements set forth in Section 9.7 of the Westwood Zoning Bylaw; and

(3) Imposes the conditions listed below, revised October 18, 2016, from Abby McCabe, Town Planner, to the Planning Board.

- All construction details not included in this conformance determination shall comply with the approved Master Plan documents.
- Final planting details for the planters and planting beds along the patio shall be submitted to the Town Planner and BETA Group for final review and approval.
- All issues and construction details related to Energy Efficiency, Water Efficiency, and Sustainability included responses to note WE2, shall be submitted to the Town Planner, Building Commissioner, and Town Engineer demonstrating compliance with Sections 9.7.11.11, 9.7.11.12, and 9.7.11.15 of the Zoning Bylaw.
- The grease trap sizing and details shall be submitted for review and approval to the Town Planner, Building Commissioner, and Town Engineer prior to issuance of building permit.
- A final sign package including details on dimensions, materials, colors, sizes, and lighting shall be submitted to the Town Planner and Building Commissioner for review and approval prior to applying for sign permit.
- Signage identifying all accessible spaces shall be installed in compliance with 521 CMR 23.6 of M.G.L. prior to Certificate of Occupancy.
- A revised HydroCAD model to reflecting the installed infrastructure for Restaurant B and C shall be submitted with the Village Modification/Phase II modification request.
- Final food establishment plans in compliance with 105 CMR 590/Federal Food Code shall be submitted to the Board of Health prior to issuance of building permits.
- The Applicant shall apply for a license with the Westwood Board of Health for the dumpster disposal, waste hauler, portable toilet used during construction.
- The Applicant shall apply for a Common Victualler with All Alcoholic Beverages License and an Entertainment License with the Office of Community & Economic Development.
- Two sets of a final certified as-built 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.

Motion seconded by Planning Board Member Trevor W. Laubenstein.

Record of the Vote:

The following members of the Planning Board voted to issue this Conformance Determination: Christopher A. Pfaff, Trevor W. Laubenstein, David L. Atkins, Michael L. McCusker, and Steven H. Olanoff.

580, 582, 590 High Street and 72 & 90 Deerfield Avenue – EIDR Minor Modification (Police Headquarters) – *update and response to August 23 minor modification approval Town Planner's Comments* - Ms. McCabe informed the Board that since the EIDR Minor Modification of the Approved Plans for Police Headquarters in August, plans have been further modified to forgo the use of the mechanical chimney and removed from the project. The plans have also been updated to show the boiler vents on the sides of the building (5), downspouts, snow guards, and exhaust fans on the roof, cable panel and cable trays on the sides of building. The plans will be revised to remove the dog kennel, screening of the roof vents and bicycle rack detail.

Chip Heitkamp from Dore & Whittier Architects presented the following plans and summarized the proposed modifications in accordance with the memo to the Planning Board approval from 8/23/16.

- Exterior Elevations - Revised 8/23/16 (mechanical chimney removed)
- Bicycle Parking Detail Plan
- Roof Plan Revised
- Plaza Detail
- Revised Landscape Submission

Action Taken:

On a motion by Mr. Atkins and seconded by Mr. Laubenstein, the Board voted 5-0 to accept these modifications as minor in nature.

On a motion by Mr. McCusker and seconded by Mr. Atkins, the Board voted 5-0 to accept approve the minor modifications to the EIDR for Police Headquarters.

75-85 Providence Highway Colbea Enterprises, LLC – ANR (Approval Not Required Plan) Ms. McCabe informed the Board that a condition of the Planning Board's Special Permit/EIDR Decision for 75-85 Providence Highway was the combining of the two lots with an ANR plan. The fully executed application and plan was received in the Planning Office on 10/17/16 and after being reviewed by Ms. McCabe, it has been determined to meet frontage requirements on Providence Highway. The address will change to 75 Providence Highway. The Applicant has received State approval for the requested curb cuts.

Action Taken:

On a motion duly made and seconded, the Board voted to endorse the ANR for 75-85 Providence Highway.

Other Business:

Upcoming Islington Center Task Force Meeting - The next meeting is tentatively scheduled for Thursday, 11/10/16. Updated information will follow.

Canton/Everett/Forbes Traffic Calming Project Update Meeting – Wednesday, 11/2 at 7:00 PM at Downey School

Adjournment:

Upon a motion by Mr. Laubenstein, and seconded by Mr. McCusker, the Board voted unanimously in favor to adjourn the meeting at approximately 10:35 p.m.

List of Documents

• Planning Board Meeting Summary to Board Members from Abby McCabe, dated 10/17/16	PDF
• Remote Participation Request from S. Rafsky, dated 10/7/16 for 10/18/16 Meeting	PDF
• Westwood Estates Definitive Subdivision Plan: Drainage Narrative & Project Documents, dated 10/5/16 provided by D. Johnson of Norwood Engineering	PDF
• Copy of Letter to P. Zahka, from K. Cram, Traffic Engineer of Bayside Engineering, dated 10/12/16 RE: Traffic Impacts of Lyons Drive emergency connection	PDF
• Westwood Estates Definitive Subdivision Plan: Pre-Development & Post Development Stormwater Discharge Rates, dated 10/5/16 provided by D. Johnson of Norwood Engineering	PDF
• Memo to Town Planner from Professional Services Corporation, dated 10/17/16, RE: Westwood Estates Definitive Subdivision Plan – Peer Review Update	PDF
• Westwood Estates Definitive Subdivision Plan: Boulevard Option, sheet 2	PDF
• Westwood Estates Definitive Subdivision Plans – Revised 10/5/16	PDF
• Westwood Estates Definitive Subdivision Plans – Erosion Control Plans Revised 10/5/16	PDF
• Memo to Town Planner from D. Johnson of Norwood Engineering, dated 10/05/16, RE: Westwood Estates Definitive Subdivision Plan – Response to Supplemental Comments	PDF
• Peer Review letter from Phil Paradis of PSC, Re: Westwood Estate Definitive Subdivision, Peer Review Updated, dated 10/17/16 (12 pages)	
• Letter to Town Planner from Conservation Agent, dated 10/17/16 RE: Westwood Estates Definitive Subdivision Plan Review	PDF
• Email to Town Planner from Health Director RE: Westwood Estates Definitive Subdivision Plan Review	PDF
• Email to Town Planner from Fire Chief RE: Westwood Estates Definitive Subdivision Plan Review	PDF
• Email to Town Planner from DPW Operations Manager RE: Westwood Estates Definitive Subdivision Plan Review	PDF
• Memo to Planning Board Members from Abby McCabe, Re: Waivers for Westwood Estates Proposals, dated October 18, 2016	PDF
• Memo to Planning Board, dated 10/17/16 RE: Del Frisco’s Grille Conformance Determination Summary from Abby McCabe	PDF
• Del Frisco’s Grille Conformance Determination Site Plans Resubmission, dated 10/7/16, Pgs. 1-9	PDF
• Del Frisco’s Grille Revised Architectural Plans, including elevation & materials; materials board; floor plan; & roof plan dated 10/7/16	PDF
• Copy of Letter to P. Cincotta, NED from Tetra Tech, dated 10/11/16 RE: Restaurant C Conformance Determination, Response to Peer Review Comments	PDF
• Del Frisco’s Grille Conformance Determination- Stormceptor Sizing Summary	PDF
• Del Frisco’s Grille Conformance Determination – Site Photometric Plan	PDF
• Del Frisco’s Grille Conformance Determination – BETA Review Comments	PDF
• Email to A. McCabe from P. Cincotta dated 10/7/16 RE: Del Frisco’s Grille Plan Revisions	PDF
• Copy of Memo to P. Cincotta of NED from B. Carasitti of Building, Fire & Access Route, Inc. RE: Site Accessible Ramp, dated 10/11/16	PDF
• Police HQ – Perspective Views dated 8/23/16	PDF
• Police HQ – Copy of Memo to Compass Engineering, dated 9/16/16 RE: updates on comments	PDF

from 8/23/16 PB Meeting	
• Police HQ – Exterior Elevations - Revised 8/23/16	PDF
• Police HQ – Vent Image	PDF
• Police HQ – Bicycle Parking Detail Plan	PDF
• Police HQ – Roof Plan Revised A3-10, dated	PDF
• Police HQ – Plaza Detail	PDF
• Police HQ – Revised Landscape Submission	PDF
• 75-85 Providence Highway - ANR Plan	PDF