

## Westwood Planning Board - Meeting Minutes

April 14, 2015

50 Carby Street

7:30 PM

### **Attendance & Call to Order:**

Ch. Rafsky called the meeting to order at 7:35 p.m. and granted WestCat TV permission to record/videotape the meeting.

### **Present:**

Planning Board members: Steve Rafsky, Steve Olanoff, Jack Wiggin, Bruce Montgomery and Chris Pfaff. Staff members: Nora Loughnane, Director of Community & Economic Development, Abigail McCabe, Town Planner, Phil Paradis of BETA Group, Inc. as Town Engineer and Janice Barba, Planning & Land Use Specialist (who recorded the minutes).

### **Continuation of Public hearing for Consideration of Proposed Zoning Bylaw Amendment Articles for Annual Town Meeting**

#### *Motion/Action Taken:*

Upon a motion by Mr. Montgomery and seconded by Mr. Pfaff, the board voted unanimously in favor to immediately continue this hearing until Monday, April 27<sup>th</sup> at 7:30 p.m., in the Champagne Meeting Room, 50 Carby Street.

### **Continuation of Public Hearing for Consideration of Proposed Access Approval Overlay District Zoning Bylaw Amendment Article for Annual Town Meeting**

#### *Motion/Action Taken:*

Upon a motion by Mr. Montgomery and seconded by Mr. Pfaff, the board voted unanimously in favor to immediately continue this hearing until Monday, April 27<sup>th</sup> at 7:30 p.m., in the Champagne Meeting Room, 50 Carby Street.

### **Continuation of Public Hearing for Discussion of Proposed Revisions to Various Planning Board Rules and Regulations**

#### *Motion/Action Taken:*

Upon a motion by Montgomery and seconded by Mr. Olanoff the board voted unanimously in favor to immediately continue this hearing to Monday, April 27<sup>th</sup> at 7:30 p.m. in the Champagne Meeting Room, 50 Carby Street.

### **Joint Public Hearing with Tree Warden for Scenic Road Approval to Permit Tree Removal along East Street for Temporary Fire Station at DPW Shed – Morrison Park – 300 Washington Street**

Town Engineer Jeff Bina as Acting Tree Warden and Deputy Fire Chief Mike Reardon were present before the board.

- Tree removal is necessary so as to allow for a slight expansion of the pavement on-site to create a safer turning radius for the fire apparatus during the temporary relocation of the fire station.

#### *Board Comments*

- Board members reviewed the photographs provided with the application and had a brief exchange of questions and answers with Mr. Bina and Deputy Reardon.

#### *Public Comments:*

None

#### *Motion/Action Taken:*

Upon a motion by Mr. Olanoff and seconded by Mr. Wiggin the board voted unanimously in favor to approve the Scenic Road Approval to permit tree removal along East Street for Temporary Fire Station at DPW Shed – Morrison Park.

### **Consideration of Modification to Signage & Wayfinding Package for Gables Monument Sign at University Avenue Mixed Use District**

Staff explained that the Hanover Company has asked for a modification to the sign previously approved by the Board in November 2014 as shown on sheet 6 of the November 2014 sign package. Gables has requested a revised monument sign as prepared by Natural Graphics Inc. dated April 13, 2015 and distributed to Board members. This sign would replace the previously approved sign.

### **On a motion made by Planning Board Member Mr. Montgomery, as follows:**

I move that, pursuant to Section 9.7.10.12 of the Westwood Zoning Bylaw and with respect to the "University Avenue Mixed Use

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District, Master Development Plan" approved by the Town of Westwood on May 6, 2013 (the "Master Development Plan"), the Planning Board:

- (1) Votes to approve the signage depicted in the document entitled, "Job: University Station, Client: Gables (Hanover)", prepared by National Graphics Inc., dated November 21, 2014 and submitted to the Planning Board on April 14, 2015, consisting of two pages (the "Gables Monument Sign Graphics"), such that signage depicted herein shall replace the Gables Monument Sign depicted on sheet 6 of the document entitled, "University Station Signage and Wayfinding Package," submitted by Westwood Marketplace Holdings LLC and approved by the Planning Board on November 10, 2014;
- (2) Finds that the signage depicted in the Gables Monument Sign Graphics addresses the needs of the development and traffic safety while appropriately balancing any impacts on the surrounding environment;
- (3) Finds that the Gables Monument Sign Graphics materially conform to the Master Development Plan and supporting documents on file with the Town Clerk; and
- (4) Incorporates the Gables Monument Sign Graphics by amending and supplementing that certain Conformance Determination granted by the Planning Board with respect to Core Development Areas 1 and 2 on April 29, 2013 (effective May 6, 2013), as amended by that certain "Master Sign Plan Package" and that certain "Construction Sign Package", each approved by the Planning Board on October 14, 2014, and as further amended by that certain "University Station Signage and Wayfinding Package" and that certain "David's Bridal Sign Plan", each approved by the Planning Board on November 10, 2014, and as further amended by that certain "Chipotle Sign Package Modification" and "Bridges Sign Package Modification", each approved by the Planning Board on January 13, 2015, and as further amended by that "University Station Mixed Use District Modified Target Signage Package" approved by the Planning Board on February 24, 2015 .

**Motion seconded by Planning Board Member Mr. Olanoff.**

### Record of Vote:

The following members of the Planning Board voted to issue this Alternate Sign Package Approval and Conformance Determination: John J. Wiggan, Steven M. Rafsky, Bruce H. Montgomery, Christopher A. Pfaff and Steven H. Olanoff.

### Continuation of Public Hearing for Consideration of FMUOD Approval for Proposed New Fire Station – 300 Washington Street

Presentation on Emergency Communications Tower: Rick Almeida of Dore & Whittier Architects, Marc Gabriel of Pare Corp.

#### Highlights:

- Project Schedule; Site Development; Building Plans and Exterior Imagery
- 60' tall, housing five antennas, which includes two for two radios, two for vision21 and one for the master box.
- Tower structure will be installed on a concrete pad within a fenced-in enclosure
- Displayed renderings of the Proposed Site Improvements; the views of the fire station with the communications tower from School Street, East Street, Center Field, Softball Left Field and Washington Street as well as the aerial view.

#### Board Comments:

- Board members were generally satisfied with the revised plans for the emergency communications tower.
- Board members requested that the tower and associated cabling be painted a light grey or similar color paint so as to be as unobtrusive as possible.

#### Public Comments:

None

#### Motion/Action Taken:

Upon a motion by Mr. Wiggan and seconded by Mr. Pfaff the board voted unanimously in favor to approve the FMUOD Special Permit with conditions as discussed for Proposed New Fire Station at 300 Washington Street.

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Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff the board voted unanimously in favor to close this hearing.

### **Continuation of Public Hearing to Consider Application by CRP Development, LLC for Proposed Senior Residential Development – Four Seasons Village at Harlequin Stables – 215 High Street**

Matthew Zuker and Jerry Rappaport, Jr. of CRP Development, LLC and Attorney Mike Terry of Hill and Plakias were present.

*Ch. Rafsky reopened the public hearing and read a letter received from the Proponent, CRP Development, Inc. on April 10, 2015 into the record. The bulleted items are excerpts from the letter:*

- Have engaged a residential home architects to prepare a concept plan for 4 “homes” under 8,000 sq. ft. with 4 units in each “home”
- Request a continuance (plans will be ready within four weeks)
- Request the Board give a straw vote on this new plan
- If continuance is granted, request that Steve Rafsky be appointed as an alternate member to finish the meetings of this project

#### *Board Comments*

- Ch. Rafsky informed that he is against granting the request for a continuance of the hearing and will remove himself from the discussion as he does not intend to take any new information from the Proponent tonight, based on the Board’s requested submission deadline of March 31<sup>st</sup> for revised and additional material.

#### *Proponent’s Presentation:*

Matt Zuker gave a brief statement about reasons for requesting the continuance and added that they need time to meet with the neighbors and complete plans for a revised plan with substantial changes.

#### *Board Comments:*

Ch. Rafsky asked Board members to take a straw poll as to whether it should entertain the request for continuance.

- Mr. Montgomery stated that he was encouraged by the Proponent’s desire to meet with the neighbors; and is not opposed to looking at another concept plan.
- Mr. Olanoff commented that he is well aware of what seniors in this town want (one floor living) and asked the Proponent to explain what they think Westwood senior citizens want. Mr. Olanoff said that he thinks that he would consider another concept plan but only if it will really work and fit into the neighborhood.
- Mr. Wiggin said that his inclination is not to approve the request to further continue this hearing. He suggested that the Proponent could submit a new application at a later date after the Board has amended the SRD bylaw.
- Mr. Pfaff said that he agreed somewhat with Mr. Olanoff’s comments; said that he would listen to further development plans but didn’t think the plans could be finalized within the next few weeks if they haven’t over the last several months.
- Ch. Rafsky commented that he is still troubled by the size of this development and agrees that this bylaw is flawed and that alternative housing options for seniors is needed.
- Straw poll results – 3 members in favor of continuing the hearing and one against continuing, one member abstained due to term ending.

#### *Public Comments:*

- Attorney L. Legere of Legere & Associates, Inc., representing Westwood Citizens for Zoning Integrity (WCZI) commented against the Proponent’s request to continue further.
- S. Hayes, Fox Hill Village, commented against the Proponent’s request to continue.
- J. Onderdonk, 28 Lynne Terrace, reiterated the need for senior housing.
- J. Tierney, Grove Street, commented against the Proponent’s request to continue.

#### *Motion/Action Taken:*

Mr. Montgomery proposed a motion to continue this hearing until May 12, 2015 at 7:30 p.m., 50 Carby Street but there was no “second” to the motion and the motion failed.

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Mr. Olanoff proposed a motion to continue this hearing until April 27, 2015 but there was no "second" to the motion and the motion failed.

Mr. Wiggin began proposing a motion to close the hearing and the motion was seconded by Mr. Pfaff and then: Mr. Zuker asked for a two minute recess from the meeting to have a discussion with his counsel.

Mr. Zuker and his attorney returned to the meeting room.

*The motion resumed:*

Upon a motion by Mr. Wiggin and seconded by Mr. Pfaff, the board voted four votes in favor and one abstention (Ch. Rafsky abstained) to close the hearing on the Application for Senior Residential Development by CRP Development, LLC for Four Seasons Village at Harlequin Stables, 215 High Street, and to deliberate and vote on the Application on Monday, April 27, 2015 at 7:30 p.m. in the Champagne Meeting Room, 50 Carby Street.

### **Pre-application Conference for Proposed New Speculative Commercial Building – 100 High Street**

Present: Attorney Phil Mackey, present on behalf of KJMJ, LLC; Architect Robert Elfer of Studio Troika, Civil Engineer Jessica Berber, PE of Samiotes Consultants, Inc. and Project Manager Mark Urbanek of C.R.E.SOURCE Consulting

*Presentation:* Rob Elfer from Studio Troika Architects presented concept plans for a proposed office building.

- Site Context Plan & Existing Site Plan – existing footprint is 2,500 sf
- Roof Site Plan & Ground Floor Plan – new footprint is 11,300 sf
- Renderings of Perspective from High Street A Plan, B Plan & C Plan
- Renderings of Perspective from Site & Perspective from Lowder Brook Drive

Jessica Berber, PE of Samiotes Consultants, Inc.

- Lot Coverage Plan – total impervious coverage is 13,800 sf, proposed pervious paving 42,200 sf, 107 parking spaces
- Discussed Pervious Pavement System

### *Board Comments*

- Concept plans are inconsistent with the specific standards for High Street.
- Building style is too modern, too many large windows creating a see-through style that is not harmonious with the architectural style of the existing structure on site.
- Major design elements such as the height, setbacks, roof and cornice lines are not harmoniously related to the neighborhood
- An easement from Meditech must be obtained to enter the site from behind the building, as plans depict.

### *Public Comments:*

None

### ***Motion/Action Taken:***

The proponent will revise plans and will contact the town planner at a later date.

### **Pre-application Conference for Proposed Alterations at New England Sports Academy – University Avenue**

Present: Henry Shterenberg, owner of New England Sports Academy at 345 University Avenue

- NESAs is proposing a modern redesign of the interior and exterior building without increasing the footprint.
- The proposal for the exterior includes a large NESAs logo sign and a video digital display
- Business has increased and many new activities related to technology are planned
- Proposing a new outdoor recreational area, fenced in the front of the building
- Proposing to create an automobile turn-around and additional parking spaces (20) by removing a grassy area in front of the building

### *Discussion*

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- A Site Plan Review is required. Board will need to determine if there would be enough parking based on the proposed increase in square footage of new programming activities. (If the amount of parking spaces is not sufficient, would the Board consider granting a Special Permit for a reduced parking requirement?)
- Parking Lot Design Standards would require new landscaping and construction of a new stormwater management system in the parking lot
- Mr. Shterenberg does not own the property and needs the cooperation of the owner to bring the parking lot into compliance.
- The existing parking lot has no landscaped islands and therefore does not meet the current standards. (Would the Board be willing to waive the landscaping requirements?)
- Larger signage, including the addition of a video display would require relief from the ZBA

### *Public Comments:*

None

### *Motion/Action Taken:*

None needed.

Mr. Shterenberg will be in contact with the town planner in the near future.

### **Continuation of Public Hearing for Consideration of EIDR Application for Prime Dealerships – 375 & 411 Providence Highway**

Present: Matt McGovern, Prime Motor Group, Attorney Paul Ayoub, Attorney Anthony Antonellis, David Mackwell of Kelly Engineering Group, Inc., as well as representatives of Connolly Brothers Architects, Hawk Design Landscape Architect, and MDM Traffic Consultants, Inc.

### *Presentation:*

- Mr. McGovern gave a brief summary of the revisions made to the plans since the last hearing.
- Mr. Mackwell reported on engineering matters in response to all findings and comments made by BETA Group and KAO Design Group and informed that the plans submitted this evening incorporate all of the requested revisions.

### *Peer Review Consultant Comments by Phil Paradis, Greg Lucas and Matt Crowley of BETA Group, Inc. and Mike Sinesi of KAO Design Group*

- Both Mr. Paradis and Mr. Sinesi provided final comments on some minor issues to be addressed. Mr. Paradis stated that the traffic information provided found that there is no change to the existing traffic, the access easement is outstanding, and suggested having a right turn only sign in and out on Route 1. The stormwater improvements are a significant upgrade from the existing conditions of the property.

### *Board Comments*

- A board member requested that the “Glacier Park” sign be free-standing as opposed to the proposed location shown directly under the automobile display stand.
- Requested condition that no automobile parking be on the grass areas except for the six in the three designated display areas.
- Clean up the corners consistent with the conservation commission’s order of conditions.
- Subsequent submittal for a sign package can be administrative.
- Requested waivers and conditions were discussed and will be included in the Board’s Decision.

### *Staff Comments*

Ms. Loughnane stated that two waivers were needed; one for the five foot landscape strip at the entrance and for the size of the trees (3 – 3.5 inches proposed, 4 inch caliper required) for the proposed tree plantings. No sign application was submitted at this time but the applicant can submit an application for an alternative sign package to the Town Planner for administrative review.

### *Public Comments:*

Paul Kelly, 107 Willard Circle, commented about excessive noise levels on Route 1 due to test drivers of new vehicles; will seek to have the Route 1 U-turn eliminated; suggested “no parking” signs on Glacier Dr. and Wilson Way.

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### *Motion/Action Taken:*

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the board voted unanimously in favor to approve EIDR Application for Prime Dealerships – 375 & 411 Providence Highway with conditions as discussed.

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

### **Continuation of Public Hearing to consider EIDR Approval of Proposed Alterations at Needham Bank – 341 Washington Street**

Present: Attorney Peter Zahka, Project Manager Vic Taylor and Architect James Zygowich of MZO Group, Inc.

- Mr. Zahka gave a brief update since the last hearing and Mr. Zygowich presented the revised parking plan and landscape plan.

### *Town Engineer's Review & Recommendations for Revisions by Phil Paradis, BETA Group, Inc.*

- Revised plans to provide the 5-ft. separation from the southerly property line and parking area;
- Add the required tree plantings in the front, south, and rear buffer areas;
- Provide edging of masonry, steel, heavy timber or concrete
- Show the existing light pole;
- Relocate the smaller / compact parking spaces;
- Restore the extended planting bump out on the south corner of the building and annotate on the plan;
- Clarify whether the existing planting bed off the south corner of the building is to be removed or modified;
- Show all the drainage structures and pipes and if they connect to the town system;
- Add a raised island with a different surface texture or small rain garden instead of the painted aisle to re-route cars
- Provide evidence that stormwater from parking lot can be captured on site.

### *Board comments:*

- *Make the property more conforming, this is not just a parking lot re-striping plan.*
- *Improve the stormwater on site.*
- *Add the five foot landscape buffer and relocate the compact spaces to not be located in the spaces closest to the building.*

### *Public Comments:*

None

Applicant stated that plans will be revised accordingly.

### *Motion/Action Taken:*

Upon a motion by Mr. Wiggin and seconded by Mr. Olanoff the board voted unanimously in favor to continue this hearing until Monday, April 27<sup>th</sup> at 7:30 p.m.

### **Consideration of Modification to South Elevation of Building "O" at University Station to Not Require Approved Green Screen for Camouflage of Gas Meters – 149 University Avenue**

#### *Town Planner's Summary:*

- In early March field changes at Building O occurred: there was insufficient space to allow for the green screen planter (to screen gas meters) without reducing the adjacent sidewalk from 6' to 4' in width.
- The resolution was to paint the piping to match the building materials, and to install vertical deflectors on either side of the gas fittings to lessen the chance of someone bumping into the fittings while walking along the sidewalk.

### **Board Comments**

- A board member commented that he does not agree of the resolution and wants a screen such as a planter placed there as well.

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**Public Comments:**

None

**Motion/Action Taken:**

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin the board voted four votes in favor and one opposed (S. Olanoff) to approve this field change as minor in nature and to remain as pictured.

**Discussion on Zoning Board Application for 220-310 Providence Highway – Lambert’s**

*Town Planner’s Summary:*

- ZBA public hearing - 4/15/15 requesting approval of the addition of 10 picnic tables located outside, in the front of the building and to enclose the area in front of the business.
- EIDR is required for any changes to the exterior and to the parking lot.
- Requesting authorization by the Board to allow the town planner to send letter to the ZBA recommending continuation of its public hearing until an EIDR application has been submitted by Lambert’s.

*Motion/Action Taken:*

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin the board voted unanimously in favor to authorize the town planner to send a letter to the ZBA on its behalf.

**ANR Plan – 36 & 44 Blue Hill Drive and 124 & 124 Rear Canton Terrace**

*Presentation*

- Ed Musto property owner of 36 & 44 Blue Hill Drive presented ANR to combine four lots into one buildable lot.
- Houses will be demolished on all lots.

*Board Comments*

- Upon further review of the plan it was found that the locus was drawn incorrectly and the Applicant was asked to correct the plan and resubmit a revised plan for consideration at the next meeting of the Board.
- The board was also considered about when the houses would be demolished. The zoning by-law only allows for one principal building on a lot and was concerned that the lots would be combined without the buildings be demolished, which would create a nonconforming property.

*Public Comments:*

None

*Motion/Action Taken:*

None needed.

**Adjournment:**

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin the board voted unanimously in favor to adjourn the meeting at approximately 11:40 p.m.

**Next Meeting:**

- Monday, April 27<sup>th</sup>, 7:30 p.m., Champagne Meeting Room, 50 Carby Street

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**List of Documents:**

UAMUD Modification to Signage and Way finding Package for Gables Monument Sign - Motion	PDF
ANR Plan 36 & 44 Blue Hill Drive and 124 & 124 Rear Canton Terrace	PDF
Letter to Ch. Rafsky from CRP Development, LLC re: request for continuance 215 High St.	PDF
Photo: University Station – Building O Gas Meter Deflector Bumper	PDF
100 High Street – Concept Plans	PDF
Memo to Planning Board from Phil Paradis, BETA Group, Inc., dated 04-13-15 re: Review of Needham Bank Parking Lot Modification	PDF
Needham Bank - Revised Parking Plan, Sheet 1 by MZO Group and Landscape Plan - Sheet L1	PDF
Photographs of Needham Bank taken by Town Planner 04-13-15	PDF
Photographs of Trees for Removal on Scenic Road - East St.	PDF
Preliminary Emergency Communication Tower Design Plans – 300 Washington Street	PDF
Letter to Planning Board from Andrew Chagnon of Pare Corp., dated 2-23-15 re: FMUOD SP – Revision Request	PDF
Communication Tower Presentation by Dore & Whittier Architects	PDF
Parts & Accessories Sheets for Guyed Towers 45GSR	PDF
Site Development Plans 375-411 Providence Highway – Prime Motor Group, sheets 1-11, revised 03-20-15	PDF
Luminaire Schedule 375-411 Providence Highway – Prime Motor Group, revised 03-10-15	PDF
Signage Plan 375-411 Providence Highway – Prime Motor Group, 04-01-15	PDF
375-411 Providence Highway – Prime Motor Group, Exterior Elevations	PDF
375-411 Providence Highway – Prime Motor Group, Overall Landscape Plan, sheets L1-L3 04-08-15	PDF
375-411 Providence Highway – Prime Motor Group, Planting Details, sheet D1, 04-08-15	PDF
375-411 Providence Highway – Prime Motor Group, Vehicle Display Perspectives Plan, sheets P1, 04-08-15	PDF
375-411 Providence Highway – Prime Motor Group, Overall Landscape Plan, sheets L1-L3 04-08-15	PDF
Memo to Planning Board from BETA Group, Inc., dated 02-18-15 re: EIDR Peer Review of 375-411 Providence Highway – Prime Motor Group	PDF
Letter to Planning Board from David Mackwell, Kelly Engineering Group, Inc., dated 04-09-15 re: 375-411 Providence Highway – Prime Motor Group, Responses to BETA Group, Inc. peer review comments	PDF