

Westwood Planning Board - Meeting Minutes
Tuesday, June 16, 2015
50 Carby Street - 7:30 PM

Call to Order

Vice Chairman Olanoff called the meeting to order at 7:32 p.m. and granted WestCat TV permission to record/videotape the meeting.

Present:

Planning Board members present: Steve Olanoff, Jack Wiggin, Bruce Montgomery and Trevor Laubenstein. Chris Pfaff was absent. Staff members: Town Planner Abigail McCabe, Community & Economic Development Director Nora Loughnane and Planning & Land Use Specialist Janice Barba, who recorded the minutes.

New Business:

1. Life Time Fitness, University Station Development Area C – Alternative Sign Package

Scott Ferguson, Development Manager for Life Time Fitness was present to request approval to apply a tree-branch patterned film on the eastern façade (the University Avenue side) of the inside surface of the windows similar to glazing panels. Photographs of the proposal at another location, elevations showing the proposed window screen area, and a material sample were presented. Mr. Ferguson stated that the purpose of the patterned film is to help block undesirable views of the surrounding industrial properties for those inside the facility looking out while still allowing sunlight to filter through it.

Ms. McCabe and Ms. Loughnane explained that the proposal for this patterned film affixed to the glass for window screening, is not allowed in the zoning by-law, however, a Project Specific Signage Alternative package could be considered by the Board under Section 9.7 of the zoning by-law. Ms. McCabe prepared a draft motion for the Board.

Public Comments: None.

Motion/Action Taken:

**UNIVERSITY AVENUE MIXED USE DISTRICT
PROJECT-SPECIFIC SIGNAGE ALTERNATIVE
SIGN PACKAGE
LIFE TIME FITNESS, INC., Development Area C – Harvard Street**

At a meeting of the Westwood Planning Board held on June 16, 2015

Motion made by Planning Board Member Bruce H. Montgomery, as follows:

I move that the Planning Board vote to approve the alternative sign package for the semi opaque branch pattern window screening to be installed on the inside of the window panels on the east side of the building as described in the letter from Lifetime Development Manager, Scott Ferguson, dated June 10, 2015 and as shown on the exterior elevation plan dated December 18, 2014.

Motion seconded by Planning Board Member John J. Wiggin.

Record of Vote:

The following members of the Planning Board voted to issue this Alternative Sign Package Approval: Steven H. Olanoff, Trevor W. Laubenstein, Bruce H. Montgomery, and John J. Wiggin.

2. Public Hearing: Application for EIDR – 220-310 Providence Highway – Lambert’s Market

The Applicant’s attorney Ned Richardson was present and gave the Board a brief history on zoning for the property and past projects since the property has been a grocery store since the early 1970s. The Applicant, Anthony (Nino) Lambert, was present to answer any questions of the Board.

Vice Ch. Olanoff opened the public hearing and read the legal notice.

Attorney Richardson explained that they are before the Board to enclose the former storage area in the front of the building and seek approval for 19, six-foot long picnic tables for use by patrons. There are presently nine picnic tables under the semi-enclosed area in front of the building and 10 picnic tables are located on the sidewalk. The applicant is seeking retroactive approval for all of the tables. Mr. Lambert explained that the curtains in the front of the business have been there since 2009.

Board Member Comments:

The Board asked if the applicant had received the memorandum from the fire department that outlined public safety concerns related to egress and access and installing a sprinkler system in the building. The Applicant responded that they had received the memo but didn't believe all of the requests were necessary. The Board asked the applicant to review and address directly with the fire department. The Board was also concerned that the tables were too close to the cars because there was not enough sidewalk space between the cars and the tables and asked that there be a five foot clearance, install bollards (in lieu of curb stops), and to provide a plan showing a close up of the seating area with dimensions.

In response to a question from the Board regarding the new storm water by-law, Ms. Loughnane explained that the proposal does not trigger the storm water by-law because they are not proposing any new impervious surface. A Board member also asked about some of the noncompliant signs and asked that the temporary sign announcing food items (burritos) be removed.

The Board reviewed staff's memo dated June 12 with the Applicant and requested the following plan revisions for the next meeting on July 7.

- All dumpsters be enclosed, locations and enclosure detail identified and noted on the plan;
- Repair the six foot high stockade fence along the rear and side property lines;
- Install a no parking sign on a post and yellow striping painted at the property's entrance;
- Install bollards at the head of the parking spaces adjacent to the picnic table area;
- Provide a 5 ft. sidewalk clearance between the parking spaces and the picnic tables (show close up layout detail with dimensions);
- Install a rip rap area at least one foot along the rear paved parking area to catch trash and silt from going into the drainage swale and annotate on the plan;
- Provide a parking summary table, identify accessible parking spaces including at least one van accessible, and label dimensions;
- The light fixtures under the building overhang be shielded. Before and after photographs shall be submitted to the Board;
- Verify satisfaction with the Fire Department (details on egress points and sprinkler protection) as described in the fire department's memo dated 6/12/15.
- Remove the parking lot stripes for the spaces that are not accessible.
- Remove the temporary signs.

Public Comments:

P. Kelly, Willard Circle expressed dissatisfaction with glare he sees from his property from newly installed ceiling lighting and asked if shields could be added to the lights.

The Board reviewed the list of waivers requested by the Applicant and the Board voted to waive the requirement for an exterior lighting plan, subject to the Applicant shielding the lights on the front of building's overhang and to provide before and after photographs to the Board, and waived the requirement for a traffic study and rendering due to the scope of the project.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor to continue this public hearing to Tuesday, July 7th at 7:30 p.m., in the Champagne Meeting Room, 50 Carby Street.

Old Business:

3. Continuation of Public Hearing - Revisions to Various Planning Board Rules and Regulations

Vice Chairman Olanoff reopened the public hearing.

Board members generally agreed that they had no additional comments or edits. One Board member suggested final editing of spaces and numbering of the document and made two edits on page one and three.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Laubenstein, the Board voted unanimously in favor to approve the amended Planning Board Rules & Regulations relative to Special Permits.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Laubenstein, the Board voted unanimously in favor to continue the public hearing for amendments to their Rules and Regulations related to Subdivisions and EIDR until Tuesday, August 18th at 7:30 p.m. in the Champagne Meeting Room, 50 Carby Street.

Approval of Meeting Minutes - 05/26/15

Motion/Action Taken:

Upon a motion by Mr. Laubenstein and seconded by Mr. Montgomery, the Board voted three votes in favor and one abstention (Mr. Wiggin abstained due to absence at the May 26 meeting) to approve the meeting minutes of May 26, 2015 as written.

Other Business:

The Board members signed the form for plan recordings for the Registry of Deeds and Land Court and an updated Zoning Bylaw and Zoning Map was distributed to Board member with the spring 2015 amendments. The Board picked the following fall meeting dates: September 1 & 15, October 6 and October 20.

Adjournment:

Upon a motion by Mr. Montgomery and seconded by Mr. Laubenstein, the Board voted unanimously in favor to adjourn the meeting at approximately 9:18 p.m.

Next Meeting:

- Monday, July 13th, 7:30 p.m., (Joint meeting with BoS), Selectmen’s Meeting Room, 580 High Street
- Tuesday, July 7th, 7:30 p.m., Champagne Meeting Room, 50 Carby Street

List of Documents:

Memo to A. McCabe, Town Planner, from S. Ferguson, Life Time Fitness, dated 06-10-15 re: Façade Window Cling Request; University Station Development Area C: Plan A2.01: Exterior Elevations and photograph	PDF
Lambert’s Market, 220-310 Providence Hwy. Plan dated 2008, photographs, Memo from Deputy Chief Reardon to Town Planner, dated 06-12-15 re: concerns related to EIDR application	PDF
Draft Rules & Regulations	PDF