

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

Call to Order

Chairman Pfaff called the meeting to order at 7:30 p.m. and granted WestCat TV permission to record/videotape the meeting.

Present:

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

Unfinished Business:

1. 220-310 Providence Highway – Lambert’s Market – Public Hearing

The Board re-opened the public hearing continued from the June 16, 2015 meeting. The Applicant, Anthony (Nino) Lambert, and Attorney Ned Richardson were present to provide an update on plan revisions requested at the public hearing on June 16. Mr. Richardson reported that the plans were revised to show three (3) dumpster enclosures behind the building, a note was added to the plan that the stockade fence along the rear property line would be repaired, a one foot wide rip-rap berm along the drainage swale is shown on the revised plan, new bollards in front of the picnic tables, a five foot asphalt walkway has been added between the cars and tables by moving the parking spaces back and will be restriped, accessible spaces were added, and updated parking lot striping in the back of the building. Mr. Richardson added that the Applicant has withdrawn the request to fully enclose the partially enclosed storage area in front of Lambert’s Market for seating. Attorney Richardson added that the dumpsters would be in an enclosure, and although the details of the enclosure are not shown on the plan they are agreeable to a six foot high stockade and solid fence with multiple gates.

Public Comments: There were no comments from the public.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted 4-0 in favor to grant EIDR Approval for Lambert’s Market with the following conditions: by September 1, 2015 light fixtures under the front building overhang shall be shielded to prevent glare onto abutting properties; an evaluation of the egress and access paths shall be submitted to and accepted by the Fire Department and Town Planner by September 1; the dumpsters shall be located in gated enclosures with a wooden / stockade screening at least six feet high with multiple gates or other similar enclosure approved by the Town Planner and completed by September 1; the parking lot shall be striped in accordance with the final approved plan last revised on July 1, 2015 and that the existing spaces that are not feasible shall be removed; the accessible parking spaces and hatched areas in front of the picnic tables shall have bollards for a total of sixteen (16) bollards [three more than as shown on the plans revised July 1, 2015]. The Board conditioned the work be completed by September 1 and the Town Planner to provide an update to the Board at the September 1, 2015 meeting.

New Business:

2. 60-90 Glacier Drive – AMR Auto Holdings (Mercedes of Westwood) – Public Hearing

Chairman Pfaff opened the public hearing by reading the legal notice.

Applicant Matthew McGovern of Prime Motor Group, Attorney Paul Ayoub, Attorney Anthony Antonellis and Brian Hunt, of Carruth Capital/Glacier LLC were present.

Mr. McGovern explained that the proposal is to use the vacant space in the southern side of the building known as 60 Glacier Drive for Prime’s and Mercedes’s vehicles. The sprinter vans are to be sold out of the front office, there will be a car washing center (not for public use), a car photo booth, and general car repair and rental. Two new driveways into the south side of the building are proposed with landscaping between the two drives.

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Board & Staff Comments:

Mr. Wiggin asked what the long term use and plan was for the property. Mr. Hunt of Carruth Capital explained that the building will be fully used with this tenant as Frugal Fannies is also moving into the last vacant space in building 60. The building known as 90 contains the dialysis center and microfluidics.

Chairman Pfaff asked the applicant to summarize the changes to the doors and the water for the car washing. Mr. McGovern explained that they are removing one of the existing loading docks to create a new garage door and relocating two for a total of three car entrances into the building with landscaping between the garage doors. He also responded that they are doing a full reclamation at 80% for the car washing and 20% into the sewer. Mr. Olanoff asked if this was for all of Prime's dealerships and Mr. McGovern responded that it was.

Ms. McCabe reviewed comments from the health and fire departments as provided in the Board's meeting packet; that all demolition debris needs to be licensed by the Board of Health as does a portable toilet if needed, and the fire department will require a radio master fire alarm box. She also noted that the Zoning Board of Appeals (ZBA) has recently granted a temporary special permit for a year for the outdoor vehicle storage at building 90 and granted to car sales, repair and car wash at building 60 but did not approve the outdoor storage throughout the property as presented to the Planning Board. Ms. Loughnane further explained that the ZBA's special permit for the outdoor storage of the cars was only for 90 and not 60 Glacier Drive and if the applicant is seeking a more flexible arrangement of the vehicles throughout the site, the applicant should return to the ZBA.

Mr. McGovern explained that they have a special permit from the ZBA for 150 outdoor vehicle storage spaces at 90 Glacier Drive and he has as part of his lease agreement up to 103 spaces at 60 Glacier Drive, which leaves 59 parking spaces required by zoning for the businesses and 44 for vehicle storage at 60.

The Board was okay with the vehicle storage as shown in the green and yellow areas on the proposed parking plan but did not want the vehicles stored in front of building 60 along Glacier Drive in the areas shown in yellow on the northeast side.

Public Comments: The Chairman opened the hearing to public comment and there were no comments.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted unanimously in favor to grant EIDR approval with the following conditions: the parking lot shall be re-stripped and maintained as shown on the approved plan entitled "Proposed Parking Plan"; the outdoor vehicle storage spaces shall only be located in the designated green and yellow spaces labeled as "storage and excess" spaces on the plan but not in the yellow spaces in front of the building on the northeast side; the modified plan be submitted to the ZBA; the areas between the garage doors on the south side of the building be grass/lawn landscaped and a landscape plan be submitted to the Town Planner for approval.

3. Bond Reduction Request for Tri-partite Agreement for Morgan Farm Estates Subdivision

Lou Petrozzi, President of Wall Street Development Corp., was present and gave a brief summary of work that has been completed at Morgan Farm Estates – Phase I, since the last request for bond reduction in November 2014. Town Engineer Jeff Bina provided Ms. McCabe with a memo and a bond estimate spreadsheet supporting this request, for the Board's review. Ms. McCabe suggested the Board consider a condition that the street trees be planted prior to the next bond release or a minimum of \$15,000 be held until the trees are planted because the initial bond estimate for the tripartite agreement did not include the street trees as the exact number and species were not finalized at that time.

Public Comments: None

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Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor to approve the request for a bond reduction for the Tri-partite Agreement for Morgan Farm Estates. The amount of said tri-partite agreement is reduced from \$96,853 to \$52,633. The partial release is subject to the condition that the street trees are planted prior to the next bond release or a minimum of \$15,000 will be held until such trees are installed.

4. 215 High Street – Request for Certificate for Recording Definitive Subdivision Plan

Present before the Board was property owner Joseph Flanagan who explained that he never recorded the subdivision plans with the Registry of Deeds. The Planning Board granted approval for a two-lot subdivision in December 2006 and a Special Permit for a Shared Driveway in January 2007 for 215 High Street. He is now requesting that the Planning Board provide certification that the subdivision plan was approved in 2006 so that he may record it with the Registry of Deeds. Ms. McCabe added that the Registry cannot accept definitive subdivision plans for recording more than six months after it has been endorsed without a certificate from the Planning Board noting that the plan is still valid. The certificate must be dated and either endorsed on the plan or stated in a separate document which is referred to on the plan and recorded within 30 days. A draft certificate for recording was distributed to the Board members.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor to approve the Certificate for Recording of the approved Definitive Subdivision Plan for a two-lot subdivision for 215 High Street on the plan prepared by Norwood Engineering showing two building lots has not been modified, amended rescinded, or changed. The certificate was signed by board members Chris Pfaff, Steve Olanoff, John Wiggin, and Bruce Montgomery and a note referencing the July 7, 2015 certificate was made on the plan.

5. Gables (Hanover) at University Station Core Development Area 2 – Project Specific Alternative Signage Plan

Attorney John Dockerty and Gables leasing representatives Tim Hutchinson and Jennifer Ahearn were present. The purpose of the temporary signage is to notify prospective residents that the new apartment community is about to open and to provide leasing information and building identification. Photographs were submitted of the design and mockups of the 4' x 8' (32 Sq. Ft. in area) construction signs advertising, "Now Leasing" and the signs will be under six feet in height. The locations of proposed signs are at the corner of University Avenue and Station Drive and at the corner between the apartment community and the retail shops on University Avenue.

Public Comments: None

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor to approve the alternative sign package for the two 32 Sq. Ft. (4 ft. by 8 ft.), single-sided leasing signs to be installed on the north and south of the Gables Residential building facing University as requested with the following condition that the leasing signs shall be removed by December 31, 2016, unless written permission for an extension up to an additional six (6) months [to June 30, 2017], is granted by the Town Planner.

6. Blue Hills Bank at University Station Core Development Area 1 – Project Specific Alternative Signage Plan

Richard Pila was present to answer questions and provide information on the digital screen. Blue Hills Bank submitted a sign permit application showing a digital screen display in the window on the west elevation facing the parking lot. A digital screen is not expressly allowed in the UAMUD, unless allowed by

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the Planning Board. Mr. Pila explained that the proposal is for a 60" digital screen/TV monitor for inside the bank and set back 12.5" from the glass window. The Bank wants to use this as a way to display programs that the bank will be offering; 50% of time for project marketing, 25% service and campaigns and 25% for community notices. The message will change possibly once a week but may be more likely once a month. Westwood is Blue Hills Bank's flagship location.

Public Comments: None.

Board members generally agreed that allowing a digital screen at University Station could have unintended consequences and there was concern about setting a precedent here and elsewhere in town. There was discussion on whether or this type of sign would be considered a prohibited sign and if it is or isn't defined in the UAMUD bylaw. The Board asked for more time to review the request and asked staff to provide further clarification on the appropriate sections of the bylaw and guidance on what type of sign would this be considered under the bylaw because the UAMUD has different definitions and uses than the underlying zoning.

Motion/Action Taken: The signage request was continued to the Board's August 18, 2015 meeting.

7. University Station – Approval Not Required (ANR) Plans

Chairman Pfaff recused himself from the discussion and review of the ANR plans due to a conflict of interest.

Paul Cincotta from NED (New England Development) presented ANR plans for University Avenue and Rosemont Road. He explained that the ANR plans are necessary to correct a drafting error to adjust lot lines. The following sheets were submitted: Plan for Lots E1 & E2; Plan for Lots C7 & C8 and Plan for Lot E4.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted three votes in favor and one abstention (C. Pfaff abstained) to endorse the three ANR plans, with a condition that the lot size be corrected to fix the new lot size on the plan for Lots C7 and C8.

Approval of Meeting Minutes – 06/16/15

Motion/Action Taken:

Upon a motion by Mr. Wiggin and seconded by Mr. Olanoff, the Board voted three votes in favor and one abstention (Chris Pfaff abstained) to approve the meeting minutes of 06/16/15 with the correction to Mr. Wiggin's name.

Other Business:

- Vote and Signing of Special Permit Rules and Regulations - Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted unanimously in favor to approve and adopt the Planning Board Special Permit Rules and Regulations.
- Complete Streets Policy Proposal from Pedestrian & Bike Safety Committee – Board members received a draft copy of the proposed "Westwood Complete Streets Policy". Ms. McCabe asked Board members to review this document and plan to discuss it at the next meeting on August 18th. Mr. Olanoff explained the purpose is to set a policy for the town to consider all road users (pedestrians, bikers, all ages, and people with disabilities) when doing town projects or reviewing projects.
- The following dates were chosen for Planning Board meetings: 11/3, 11/17, 12/1, and 12/15
- Dedham Street Corridor Project – A copy of a letter was received from State Representative William Galvin, from MASSDOT Secretary Stephanie Pollack, dated July 1, 2015, informing that the \$4 million in federal funds has been earmarked for the Dedham Street Corridor Project.

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Adjournment:

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

List of Documents:

Lambert's Market, 220-310 Providence Highway, Rev. Site Plan dated 7/1/15 with Parking Tabulation; Detail Plan of Limits of Picnic Area	PDF
60-90 Glacier Drive – AMR Auto Holdings (Mercedes of Westwood) EIDR Application and narrative; received June 9, 2015; prepared by Matthew McGovern, Prime Motor Group. <ul style="list-style-type: none"> • Plan entitled "Existing and Proposed Parking Plan (two sheets) Prime Motor Group 60-90 Glacier Drive, Westwood, MA"; dated June 8, 2015, prepared by Kelly Engineering Group • Color plan entitled "Proposed Parking Plan (sheet 2)" dated June 8, 2015, revised June 18, 2015, prepared by Kelly Engineering Group • First floor plan, untitled, dated May 19, 2015 and photographs. • Memo from Deputy Fire Chief, M. Reardon, to Town Planner, A. McCabe, Re: Prime Motors, EIDR, dated June 16, 2015. • Memo from Health Director, Linda R. Shea, to Town Planner, A. McCabe, Subject: Re: Prime Motor Group, dated June 15, 2015. 	PDF
Letter to Westwood Planning Board dated 6/29/15 from L. Petrozzi of Wall Street Development Corp. re: Request for Reduction of the Amount of Security for Tri-partite Agreement for Morgan Farm Estates – Phase 1	PDF
Bond Estimate Spreadsheet prepared by Town Engineer J. Bina, dated 7/1/15	PDF
Letter to Westwood Planning Board, dated 6/30/15 from G. Brennan of Rising Hope Farm, Inc. and Joseph Flanagan, property owner of 215 High Street re: Request for certification of subdivision for this property.	
Document from Gables Residential dated 6/30/15 re: request to install temporary signage	PDF
Complete Streets Policy Proposal from Pedestrian & Bike Safety Committee	PDF
Final Rules & Regulations	PDF
Letter to State Rep. W. Galvin from S. Pollack of MASSDOT dated 07-01-15 re: Dedham Street Corridor Project funding	PDF