

**Westwood Planning Board  
Meeting Minutes  
Tuesday, December 15, 2015  
50 Carby St., Champagne Meeting Room  
7:30 P.M.**

**Call to Order:**

The meeting was called to order by Chairman Pfaff at approximately 7:33 p.m. WestCAT was granted permission to videotape the meeting.

**Present:**

Planning Board members present: Chris Pfaff, Steve Olanoff, John Wiggin, Bruce Montgomery and Associate Member Todd Sullivan. Trevor Laubenstein was absent and the Chairman appointed Todd Sullivan to sit on all cases this evening as a full board member. Staff members present: Town Planner Abigail McCabe, Nora Loughnane, Community & Economic Development Director, and Janice Barba Planning & Land Use Specialist, who recorded the minutes.

**New Business:**

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted unanimously to open the hearings for the three scenic road hearings and waive reading the legal notices of public hearing for the following:

**Sandy Valley Road, near 401 – Scenic Road Public Hearing** – *The Westwood Department of Public Works (DPW) proposed removal of six dead trees within the public right-of-way of Sandy Valley Road (near #401 Sandy Valley Road).*

**Woodland Road, near 155 – Scenic Road Public Hearing** – *The Westwood Department of Public Works proposed removal of one dead tree within the public right-of-way of Woodland Road (near #155 Woodland Road).*

**Canton Street, near 492 – Scenic Road Public Hearing** – *The Department of Public Works for the proposed removal of one dead tree within the public right-of-way of Canton Street (in front of 492 Canton Street).*

Westwood Tree Warden and Highway & Grounds Superintendent Brendan Ryan was present to give the Board a summary of the proposed removal of dead trees within the public right-of-way on Sandy Valley Rd., Woodland Rd. and Canton St. Mr. Ryan described the trees identified for removal as having significant decay, the absence of thriving limbs and termite damage. These trees are proposed to be removed prior to the onset of winter weather conditions.

There were no questions from Board members. The Chairman asked if any members of the public had any comments and there were none.

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted unanimously in favor to approve the removal of the trees identified by the DPW within the public right-of-way on Sandy Valley Road, near 401; Woodland Road, near 155; and Canton Street, near 492.

**420 Providence Highway – Definitive Subdivision Public Hearing** – *Proposal to subdivide existing lot into two lots with a ~177 ft. new road and cul-de-sac.*

Ms. McCabe's, Town Planner, summarized her memo to the Planning Board dated 12/14/15, she summarized the findings of the proposed definitive subdivision as having the purpose of freezing zoning under M.G.L. Chapter 40A, Section 6 but the submitted subdivision requires several waivers and provided minimal information. The preliminary subdivision was approved by the Board on May 26, 2015 and there was no discussion or review of waivers at that time. The Board had reviewed and approved the preliminary based only on the submission requirements for preliminary plans.

Richard Gallogly, Attorney for Applicant, Joseph Federico, was present to give a summary of the Definitive Subdivision plan, purpose and identified five waivers for Planning Board consideration.

1. Waiver of minimum 400 ft. sight distance at intersection of new road
2. Waiver of proposed new roadway within 600 ft. of an existing intersection
3. Waiver of 6 ft. grass plot
4. Waiver of traffic study
5. Waiver of drainage and stormwater compliance with MA DEP

Board Questions & Comments:

Board members had questions and comments about the multiple waivers needed for approval of the submitted plan, and expressed confusion and concern about the missing details of this submission. Mr. Wiggin asked what the benefit to the community would be if the Board approved this plan. Mr. Gallogly responded that there was not a clear benefit to the town, stating that the Applicant's intent is to freeze the zoning with no specific zoning purposes in mind but would like to keep the zoning to prevent compliance with possible future zoning changes. Mr. Wiggin commented that a waiver from the minimum 600 ft. distance from the intersection is problematic because it's one that the Board does not waive and it was not listed as a request from the Applicant. Mr. Olanoff added that the Board does not want to set a precedent to waive the minimum requirements for the distance from the intersection or waive the sight distance requirements. Chairman Pfaff also said he could not support the request for the waiver of the distance from the intersection particularly on Route 1 and without knowing the full proposal.

Attorney Gallogly explained that the purpose of the definitive subdivision plan is for a zoning freeze and that they do not plan to construct the road and divide the lots.

The Board responded that they are not comfortable supporting the waivers and approving a plan based on the Applicant's trust that it would not be constructed.

Chairman Pfaff asked if there were any comments from the public.

Public Comment:

P. McMackin, Perwal Street – asked the PB whether a traffic study is required because the provided information was very vague. The Chairman responded that the Applicant has requested a waiver from the traffic report submission.

Motion/Action:

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the Board voted unanimously in favor to deny the request for the waiver of minimum 400 ft. sight distance at intersection of new road and waiver of proposed new roadway within 600 ft. of an existing intersection. The request for the sight distance and intersection distance were denied.

The Board asked the Applicant if they would like to withdraw the application prior the Board's vote.

Ms. McCabe reported that the Board must vote on and submit the Certificate of Vote to the Town Clerk by January 19, 2016 or the application could be constructively approved as submitted.

Attorney Gallogly asked that the Board continue the hearing on this application until their next meeting on January 12, 2016.

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted unanimously in favor to continue this hearing until Tuesday, January 12<sup>th</sup> at 7:30 p.m. in the Hall at the Islington Community Center, 288 Washington St.

**Wight Lane and 9 Hedgerow Lane, Westwood Estates – Preliminary Subdivision Public Meeting**  
*Proposal to construct a ~1110 ft. road to create ten single-family lots.*

Matt Smith of Norwood Engineering and developer David Spiegel were present to give a brief introduction of the proposal to subdivide the lot at the end of Wight Lane into ten, single-family lots with a new 1,110 ft. road beginning at 9 Hedgerow Lane to extend into the Wight Lane property. In addition, a 14 ft. wide emergency access road is proposed to connect to Lyons Drive where it currently ends behind #88 Lyons Drive. The house at 9 Hedgerow would be demolished to provide access to the lot at the end of Wight Lane, a drainage basin in the lower left would be accessible between lots 6 and 7. The existing house on the Wight Lane property will be demolished.

Ms. McCabe referred to her memo to the Board dated 12/15/15 identifying the Board's decision options when considering this preliminary plan and summarized review comments from town staff. Approval of a preliminary subdivision plan does not allow the applicant to construct this plan but essentially provides an opportunity for the board, staff, and the public to give initial feedback prior to the submission of the definitive plan. The fire department does not support the proposal for a dead end road longer than the maximum of 500 ft., the police department emphasized the importance of a well maintained and physically passable emergency access route, several of the proposed lots would be subject to conservation commission review while others would need administrative stormwater bylaw approval, the proposed road appears to be within the jurisdiction of the Norwood conservation commission, the department of public works does not support the location of the proposed detention basin, Dedham-Westwood Water Districts recommends increasing the water line from 2 inches to 8 from Hedgerow and a hydrant at the end of the proposed new road would be required.

Board Questions and Comments:

Board members asked the Applicant to redesign the area at the end of the existing cul-de-sac at Hedgerow to line up with the proposed new road by extending the lawn area for the existing houses rather than having the road come off the bulb at the dead end. The Board was concerned about the proposal to cross into Norwood with the road.

Mr. Smith responded that there is an existing easement from 1984 that allows for a 20 ft. easement for utilities and the road.

The Board said that more legal documents and review would be needed if this moves forward and communication with Norwood since the proposal impacts both communities. The Board said that the proposed emergency access road would have to meet the Town's construction standards and Subdivision Rules and Regulations. Mr. Wiggin noted that the only way the Board has allowed the waiver from the length of the dead ends in the past is with an emergency access road that can meet town standards. The proposed new road would also have to be to Town standards so it could ultimately be accepted by the town.

The Chairman opened the meeting up to public comment.

Public Comments:

D. Cronin (4 Lyons Drive) commented that the developers have been accommodating to requests of the neighbors and expressed his support for the subdivision. He added that he would like a gate installed to prevent general motor vehicle traffic passage on the emergency access road and out onto Lyons Drive.

The Board responded that comments received from the Town's public safety officer do not support a gated emergency access road.

The Applicant responded that they would prefer a gravel emergency access road.

M. Klein (74 Lyons Drive) asked if improvements are planned with regard to the condition of Lyons Drive.

Mr. Spiegel responded that this road would be repaved, drainage improved, and brought up to DEP Standards.

J. Martin, (65 Lyons Drive) expressed reservation about the proposed emergency access road; said he supported this development. He also commented about road surface water on the cul-de-sac and low water pressure. (Developer said the drains will be adjusted.)

The Board asked the Applicant for legal clarity on the easement rights and considerations should be given to relocate the fence that presently runs along the town line.

Q. Lin (88 Lyons Drive) commented that he is not in favor of an emergency road and that he didn't want additional traffic in the neighborhood, also concerned with drainage.

Developer David Spiegel commented that Lyons Drive will be redesigned and resurfaced to current DEP standards. He added that there will be restrictions included in the neighborhood association agreement prohibiting existing, mature trees from being cut down as well restricting building on some of the buffer areas.

Upon a motion Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor to approve the Preliminary Subdivision for Wight Lane & 9 Hedgerow Lane with the following conditions /modifications to the preliminary plan subdivision:

1. The Applicant should apply to the Norwood Conservation Commission prior to applying for the Definitive Subdivision Plan given the presence of significant wetlands related to the site and the implications for future development within Westwood.
2. The Dedham-Westwood Water District and Fire Department shall review the water service connection system details and hydrant locations. A fire hydrant at the end of the proposed new cul-de-sac shall be provided.
3. The 2 inch water line on Hedgerow shall be replaced with an 8 inch water main back to Canton Street.
4. The proposed emergency access road shall be designed to meet the Board's Subdivision Rules and Regulations and Town Standards, and be maintained to provide access that shall remain clear of vegetation, snow, or other obstructions to allow access at all times.
5. The retention basin and sediment forebay shall be redesigned to allow for convenient access and visibility for maintenance and shall be approved by the Westwood Department of Public Works.
6. The existing cul-de-sac at the end of Hedgerow Lane shall be redesigned and realigned with the proposed Road "A" and the lawn area in front of the existing lots be expanded.
7. The existing fence along the Norwood-Westwood border shall be relocated to the south side of the easement.
8. The lot shape calculation shall be provided on the plan for each lot.
9. The Applicant shall explicitly identify and label all requests for waivers in writing and annotate on the plan.

**1561 High Street, Reynold's Farm** – *Request for a minor modification to the Senior Residential Development (SRD) Special Permit to install underground propane tanks.*

Mr. Ed Musto explained that he is before the Board to propose propane fuel storage container for units 11, 13, 21 and 23. A license was granted by the Board of Selectmen (because the third tank was greater than 2,000 gallons) and the Selectmen's approval was contingent upon Planning Board and Conservation Commission approval.

Board members exchanged questions with Ms. Loughnane, Director of Community and Economic Development, who explained that the SRD approved plans need to be modified to show the proposed underground storage tanks and that the conditions of the Planning Board's Special Permit Decision for 1561 High Street require that any modifications of the plans must be reviewed and approved by the Conservation Commission.

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor that this is considered a minor modification.

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted unanimously in favor to grant approval to accept the plan entitled "Reynolds Farm Utilities: Sewer, Drain, & Water Plan of Land in Westwood, MA", sheet 4 of 11, prepared by Glossa Engineering Inc., dated December 9, 2015 as a minor modification and accept the modified utility plan sheet 4 subject to the Westwood Conservation Commission approving the modified plan.

**600 Clapboardtree Street, Definitive Subdivision – Partial Bond Reduction Request**  
Ms. McCabe reviewed the construction cost schedule created by BETA Group, Inc. and amended by Town Engineer Jeff Bina based on a site inspection this week. The Town Engineer recommends \$41,000 be held for the remaining work.

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the Board voted unanimously in favor to approve a partial release of \$99,480.90 of the original \$140,480.90 being held by Dedham Savings Bank. The new amount to be held for the 600 Clapboardtree Street Subdivision is \$41,000.00.

**Other Business:**

**62 Everett Street (Progressive Insurance) – Vote to spend traffic mitigation funds from 2012 EIDR and Special Permit Decision Condition**

Ms. Loughnane informed the Board that the Town is seeking to use the traffic mitigation funds from the Progressive Insurance project to pay a portion of VAI's invoice for engineering and design work to enable improvements to the intersection of Clapboardtree Street/Washington Street/Everett Street.

Ms. McCabe's memo identified the condition of the Progressive Insurance EIDR SP Decision as follows:

*8. Prior to the start of any Project Site construction or earth removal/disturbance activity, the Applicant shall submit five thousand dollars (\$5,000) to be held in escrow for a period of no more than five (5) years from the date of receipt, to fund, in whole or in part, unspecified traffic mitigation measures which might include retiming of the traffic signal at the intersection of Washington Street and Everett Street, or such other measures as determined appropriate by the Planning Board.*

Ms. McCabe asked Board members to vote to consider whether this engineering work is an appropriate use of the funds for design.

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the Board voted unanimously in favor to release the funds in the amount of \$5,000 to pay a portion of VAI's invoice for engineering and design work to enable improvements to the intersection of Clapboardtree Street/Washington Street/Everett Street.

**Landscape Screening – 335 Providence Hwy.**

Ms. McCabe informed the Board that the 2002 approved landscaping plan was located and used on a recent site visit with the property owner to compare plantings. In late November, the property owner planted four new green giant arborvitae and two Norway Spruces where trees had died, and the two ~ 6-7 ft. sheared white pines planted in October 2015 were relocated to provide additional low level buffering behind the building. She inspected the property on December 3 and took the photographs provided in the Board’s packet. Ms. McCabe reported being satisfied with the height of the plantings which were approximately 10’ tall.

The Board asked if the neighbors were satisfied with the plantings.

Ms. Loughnane added that the height of the plants to do not compare to the ones originally planted 10+ years ago that were 20 feet tall but are substantial plans.

The Board accepted the new plantings as compliance with the previously approved plan.

**2016 Meeting Schedule:**

The following dates were set for 2016 Planning Board meetings: 1/12, 1/19, 2/9, 2/23, 3/15, 4/12, Monday, 4/25, 5/10, 5/24, 6/14, 6/28, 7/12, 8/2, 8/23, 9/6, 9/20, 10/4, 10/18, 11/1, 11/15, and 12/6. All meetings will take place in the Champagne Meeting Room at 50 Carby Street unless otherwise noted.

**Upcoming Agenda Items for January Meetings**

Ms. McCabe said proposed Town Meeting articles for amendments to the Senior Residential Development bylaw and the affordable housing provisions will be reviewed.

**Approval of Minutes:**

Upon a motion by Mr. Wiggin and seconded by Mr. Montgomery, the Board voted four votes in favor and one abstention (T. Sullivan) to approve the minutes of 10/20/15, 11/3/15 and 11/17/15 as written.

**Adjournment:**

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the Board voted unanimously in favor to adjourn the meeting at approximately 10:30 p.m.

**List of Documents**

• A. McCabe Memo to PB dated 12/15 re: Definitive Subdivision Plan – 420 Providence Hwy.	PDF
• Application for Scenic Roads; Canton Street, Sandy Valley Road, Woodland Road, prepared by Tree Warden, Brendan Ryan.	PDF
• Application and plans for 420 Providence Highway, Definitive Subdivision	PDF
• Copies of Staff Memos: Engineering, Police, Con Com, DWWD & fire	PDF
• Application and Plans for Wight Lane/Hedgerow Preliminary Subdivision	PDF
• A. McCabe Memo to PB dated 12/14 re: Preliminary Subdivision Application – Wight Lane/Westwood Estates	PDF
• Copies of Staff Memos: Engineering, Police, Con Com, DWWD & Fire	PDF
• Copy of amended construction cost schedule created by BETA Group, Inc. for 600 Clapboardtree Subdivision	PDF
• Minor Modification Request from Ed Musto for 1561 High St., Reynolds Farm Senior Residential Development, dated 12-9-15	PDF
• Plan entitled “Reynolds Farm Utilities: Sewer, Drain, & Water Plan of Land in Westwood, MA”, sheet 4 of 11, prepared by Glossa Engineering Inc., dated December 9, 2015	PDF
• Photographs of plantings at 335 Providence Highway, taken 12-3-15	PDF