

Westwood Planning Board
Meeting Minutes
July 8, 2014
50 Carby Street
7:30 PM

Attendance & Call to Order:

Ch. Rafsky called the meeting to order at 7:30 p.m. WestCat TV was present and was granted permission to videotape the meeting.

Present: Planning Board members, Steve Olanoff, Jack Wiggin, Bruce Montgomery and Chris Pfaff. Also present, Town Planner Nora Loughnane and Planning & Land Use Specialist Janice Barba, who recorded the minutes.

Public Hearing for Consideration of Environmental Impact & Design Review (EIDR) Approval for NStar Back-up Facility – 260 Westfield Street

Summary & Presentation:

Attorney Joshua Lee Smith of BSC Group, Russell Burke and Jack Goggin from NStar were before the board to request EIDR for the proposed construction of a 3,000 gallon Backup Pumping Plant at its existing transition station facility located within the transmission line Right of Way. The pump plant is a necessary part of the cooling system for high voltage transformers associated with the underground transmission line which it serves.

Ms. Loughnane noted that the installation will also require a special permit from the Zoning Board of Appeals (ZBA) for an expansion of a non-conforming use and this Application will be heard on 7/16/14.

Highlights of Presentation:

- Site is located in Single Residence C with frontage on Westfield Street; Station is set back 250+ feet in a heavily wooded area, screened from neighboring houses.
- Project entails a 1,200 sq. ft. expansion of the existing graveled surface of the Station, moving the fencing to enclose the new expansion area, installation of a 3,000 gallon pump plant with a self-containment backup supported by a slab foundation; installation of normal and emergency systems, installation of an alarm box, and interconnection of the pump plant with the existing Station infrastructure.
- The plans depict an emergency generator that is proposed to be installed sometime after this project is completed.
- The project has received a negative determination of applicability from the Con Com.
- The pumping plant is necessary to ensure the ongoing reliability, operation and safety of the existing underground transmission line.

Board Discussion:

- Board members asked a few questions about purpose of the pump plant, the function of the hydraulic fluid, its containment (self-containment backup) and security of the site (locked gates and fully alarmed).
- Board members discussed the importance of all references to the “future/new emergency generator” and “generator foundation plan” should be removed from the plans and amended plans should be submitted before a Decision would be issued.
- Town Planner Ms. Loughnane added that if the applicant choses to install an emergency generator in the future a separate application for EIDR will be required to be submitted for review by the Planning Board at that time.

Public Comments:

None.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the board voted unanimously in favor to approve the NStar Back-up Facility at 260 Westfield Street with three additional conditions: (1) submittal of fully amended plans (removing the references to the emergency generator), (2) submittal of MSDS sheets to the Board of Health and (3) Planning Board Approval is subject to the Board of Appeals Approval.

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Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the board voted unanimously in favor to continue this hearing until Tuesday, August 5th at 7:30 p.m., in the Champagne Meeting Room, 50 Carby Street.

Public Hearing for Consideration of a Special Permit for Outdoor Seating and Environmental Impact & Design Review (EIDR) approval, and/or FMUOD Special Permit and/or Special permit for Reduction of Paring Requirements for Chiara Bistro – 569 High Street

Summary:

- Chiara owner Steve Lacount was before the Board with a proposal to construct a new outdoor dining deck in front of the existing restaurant. The proposed deck would provide seating for 14 and take up three existing parking spaces.
- Purpose of adding the outdoor dining is to attempt to increase business revenues during the warmer months and to increase recognition of the business from Route 109.
- Chiara's is also seeking extension of CV and alcohol services licenses from the Board of Selectmen.

Board & Town Planner's Discussion:

- Adding the outdoor dining deck leaves the restaurant with a shortfall of between 4 and 7 parking spaces. Ms. Loughnane said that the loss of parking spaces must be replaced or the Planning Board may consider granting a Special Permit to allow a reduced number of parking spaces.
- Board members generally agreed that granting a Special Permit couldn't be justified as it would be difficult to say that this outdoor dining use would not warrant the minimum required number of parking spaces.
- Solutions such as a shared parking agreement with an abutting tenant(s) and the use of off-site parking across the street at the Town Hall were discussed. Mr. Lacount informed the board that he has a written agreement with one tenant for shared parking and a verbal agreement for shared parking after 4 p.m., with another tenant. He added that all three abutting buildings are virtually empty after 5:00 p.m. and that Chiara starts full service menu at 5:30 p.m. Ms. Loughnane informed the board that the parking lot at Town Hall is not officially designated as a municipal lot and may not be used as such.
- Ms. Loughnane suggested to the Applicant that he resolve the shortage in parking by requiring an engineered site plan showing an area of the parking lot that could be utilized to create additional parking spaces, if there is a future need. Along with this plan, the Applicant shall submit a letter to the Planning Board from the property owner granting Chiara permission to create the parking spaces if the need arises.
- The plans show a gated stairway at one end of the deck that meets the existing sidewalk to provide a fire exit onto the parking area. A board member asked if the deck is handicapped accessible. (Mr. Lacount said that the deck is not handicapped accessible but that handicapped patrons could exit the deck by going back through the inside of the restaurant, which is handicapped accessible.)
- To satisfy fire code requirements the restaurant must partition off fourteen indoor seats when the outdoor deck is being utilized in order to be granted an occupancy permit.
- The Board asked the Applicant to resolve the parking shortage either by reducing the number of seats, restoring the parking spaces or by creating new spaces. Ms. Loughnane suggested that the Applicant provide engineered plans showing usable surface area for creation of additional parking on the site to the Board at the next public hearing.

Public Comments:

None.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the board voted unanimously in favor to continue this hearing until Tuesday, July 15th at 7:30 p.m. at the Westwood Library Meeting Room, 660 High Street.

NEW BUSINESS

- *Consideration of Draft Planning Board Minutes of 05/13/14*

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Ch. Rafsky asked Ms. Barba to edit the draft minutes as he said that they were too brief. Ch. Rafsky asked for more details of what transpired at the meeting and of the comments reflective of the meeting. Ms. Barba agreed to edit the minutes as suggested and that she would resubmit a draft to the Planning Board as soon as possible, for its consideration.

- **Possible Town Meeting Articles**

Ms. Loughnane informed Board members that at the next Board of Selectmen meeting, the Board will be considering requests for warrant articles for the November 10th, Fall Town Meeting. She suggested the following articles:

Article 1: To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 2.0 [Definitions] and/or to Section 4.1 [Principal Uses], including amendments related to various motor vehicle uses, or take any other action in relation thereto.

Article 2: To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 7.3 [Environmental Impact and Design Review (EIDR)], or take any other action in relation thereto.

Article 3: To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 7.0 [Special Regulations], including the addition of a new Section 7.5 [Non-Residential Access Special Permit], or take any other action in relation thereto.

Article 4: To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 6.1 [Off-Street Parking], or take any other action in relation thereto.

Article 5: To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Section 9.7.10 [University Avenue Mixed Use District (UAMUD) Signage], or take any other action in relation thereto.

Article 6: To see if the Town will vote to approve housekeeping amendments to various sections of the Westwood Zoning Bylaw and Official Zoning Map as may be necessary to correct errors or inconsistencies and to clarify such sections, or take any other action in relation thereto.

Article 7: To see if the Town will vote to adopt a Demolition Delay Bylaw as a General Bylaw, or take any other action in relation thereto.

Ms. Loughnane said that drafts of the proposed articles will be presented to the Planning Board for initial review at its meeting on September 2nd.

Adjournment:

Upon a motion by Mr. Wiggin and seconded by Mr. Pfaff, the board voted unanimously in favor to adjourn the meeting at approximately 9:45 p.m.

Next Meeting:

Tuesday, July 15th, 7:30 p.m., Westwood Library - Meeting Room, 660 High Street.

List of Documents:

Application & Plans for EIDR – NStar Pumping Plant Project - 260 Westfield Street	PDF
Application & Plans for Chiara - 569 High Street	PDF
Memo to PB from Health Director L. Shea dated 07-07-14 re: 569 High Street	PDF