

**Westwood Planning Board
Meeting Minutes
October 14, 2014
50 Carby Street
7:30 PM**

Attendance & Call to Order:

Ch. Rafsky called the meeting to order at 7:32 p.m. WestCat TV was present and granted permission to videotape the meeting.

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

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

Ch. Rafsky re-opened the public hearing and announced that it would be immediately continued, without testimony taken.

Motion/Action Taken:

Upon a motion by Mr. Montgomery and seconded by Mr. Pfaff, the board voted unanimously in favor to immediately continue this public hearing, without testimony to Monday, November 10th at 7:30 p.m., in the Champagne Meeting Room at 50 Carby Street.

Pre-application Conference with Patrick Geraghty re: Proposed Senior Residential Development - 615 High Street

Patrick Geraghty and engineer Edmund Spruhan were before the board to give a brief presentation and informally discuss amendments to the proposed development.

Summary:

Mr. Spruhan thanked the Planning Board for this time tonight and said that he wanted to present additional information on the site plans before finalizing plans, since they had "pre-approval".

Ch. Rafsky quickly corrected Mr. Spruhan's comment about having pre-approval by stating that the Planning Board does not have a pre-approval process and that this application has not been fully and officially submitted and nothing has been approved. Ch. Rafsky added that the board has engaged in pre-application discussions, has not had any public hearings or made any official votes.

Mr. Spruhan identified a few amendments:

- Fill calculations have yielded the need for 3,000 cubic yards.
- New elevations – 5' high, 120 cubic yards of fill.
- Not yet sure of recharge system sizes until test pits and further engineering is completed.
- Slight slope established 8.3%
- Cut & fill to lift of the three two unit dwellings, minimum number of steps to enter the first floor.
- Three- unit dwelling is the same.
- The existing one family dwelling will be used as one housing unit plus the community center.
- There will be nine overflow parking spaces
- Will be sited with water and sewer with a pumping chamber around the center of the rotary.

Ch. Rafsky asked Mr. Spruhan to give a three minute summary of the project.

- Proposal is for a Senior Residential Development with ten units; the existing dwelling on the site will be converted to one housing unit plus a community center.
- The units will be broken down into three two-family units and one three-family unit and the unit in the existing dwelling for a total of ten units.
- Landscaping will be added to mitigate any disturbances to the neighbors.

Town Planner & Board Discussion:

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- Ms. Loughnane informed that an official application has not been filed nor has a public hearing been scheduled as required submittal items are missing. These include: identification of large trees and natural features, roadway profiles and a traffic study.

Mr. Spruhan added that the traffic study they had prepared showed that this development will reduce the traffic count.

- Ms. Loughnane said that a statement about traffic was received but not a traffic study. The information provided was not based on actual traffic counts

Mr. Spruhan said that he could have traffic counts done and asked if that is all the board wants.

- Ms. Loughnane said that the traffic study should be similar in scope to the one done for the proposed senior residential development at 215 High Street. Existing traffic conditions on High Street should be used as a baseline for identifying the traffic created by this project.
- Board members agreed with the recommendations of Ms. Loughnane.
- Ms. Loughnane commented about the heavily forested nature of the site and stated that although the 24" trees have been marked, there is a question about whether smaller trees (10") should be marked as well.
- Ch. Rafsky said that the discussion at the end of the day is going to be whether this project fits into the neighborhood.

Public Comments:

P. Young, 603 High St. – Said that residents of four neighborhoods surrounding this property have met and organized and said that they will aggressively fight this project. He stated that the majority of the direct abutters have retained an attorney to represent them at the public hearing. He added that he would like to submit a petition in opposition to this project with 75-80 signatures.

R. Thomas, 595 High St. – is concerned about dramatic changes in traffic patterns with this new project; is also concerned about the grade and access to the community center.

B. Cole, 33 Hillcrest Place – is concerned about screening.

B. Pidgeon, 627 High Street – how will this fit into the existing neighborhood? What are the positive effects of this SRD on the neighborhood?

L. Cohen, 51 Hillcrest Place – What are the environmental impacts to the neighborhood? Does the Planning Board intend to do a site walk? Is there a study that says there is a need for this type of housing?

T. Kelly, 36 Birch Tree Street – is concerned about the noise impact on the neighborhood when there aren't any leaves on the trees.

S. Fuller, 610 High Street – expressed concern about the setbacks.

S. Dutton, 603 High Street – What is the Planning Board going to do to protect the residents?

P. Young, 603 High St. – Will a school impact study be required?

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Motion/Action Taken:

None needed.

Consideration Recommendation to Zoning Board of Appeals re: Three Applications for Earth Material Movement (EMM) Special Permit for Single-family House Construction Projects at 321 Gay Street, 134 High Rock Street, and 48 Milk Street

Town Planner & Board Discussion:

- In accordance with the bylaw, the Board of Appeals has referred the applications and plans for the above mentioned addresses to the Planning Board seeking a recommendation.
- Ms. Loughnane suggested that the Planning Board consider recommending that the Board of Appeals require the same standard conditions of the EMM Bylaw (Section 7.1.5) designed to safeguard the neighborhood and the Town.
- A board member asked who evaluates the trucking plan. (Town Engineer)
- Ms. Loughnane added that Fire Chief William Scoble has asked the Planning Board to support his recommendations regarding public safety access for 134 High Rock Street. (Board members supported this.)

Public Comments:

None.

Motion/Action Taken:

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the board voted unanimously in favor to authorize the Town Planner to support the comments of the Fire Chief and to send a recommendation to the ZBA, should it vote to grant the special permits, it include the same standard conditions that the Planning Board includes in its decision for approval of Earth Material Movement special permits.

Pre-application Conference re: Proposed Expansion of FMUOD 7 on High Street

Ch. Rafsky welcomed resident Stephen David of 28 Thatcher Street. *Mr. David is an attorney and real estate developer.*

Summary & Presentation by Stephen David:

- Is interested in purchasing the property at 931 High Street, located in Single Residence C District (SRC), for use as an office for his real estate law firm on the first floor, apartments on the second floor and a professional office in the detached building located behind the house.
- Is considering submitting a rezoning petition article for the May 2015 Town Meeting to include 931 High Street in the adjacent Local Business A (LBA)/FMUOD 7 District.
- Proposes to create an attractive commercial building with a residential flare.

Town Planner & Board Discussion:

- A professional office as a home occupation is allowed in SRC but not as an independent use and would require a rezoning of this parcel.
- A rezoning would stretch the LBA District and extend and overlay the FMUOD 7 down High Street, past Hartford Street.
- A board member asked if this type of zoning change is part of the Comprehensive Plan.
- A board member commented that elements of Mr. David's idea have merit and more research on rezoning should be done before May TM.
- A board member asked about the possible consequences of extending the FMUOD 7 on residential properties. Ms. Loughnane clarified that the overlay would only extend over the local business/commercial properties excluding residential properties.
- A board member asked if restrictions could be imposed in order to preserve historical architecture, etc.

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- Board agreed that more study on this topic will be needed; is open to hearing more information on this petition and will await more information from Mr. David.

Public Comments:

None.

Motion/Action Taken:

None needed.

Pre-application Conference re: Proposed Building Addition at First Parish Church – 248 Nahatan Street

Brian Baer representing First Parish of Westwood, architect Jim Edwards and project engineer Michael Joyce were welcomed by Ch. Rafsky.

Summary & Presentation:

- First Parish of Westwood recently sold the Parish Hall at 340 Clapboardtree Street and has decided to expand the Parish Meeting House at 248 Nahatan Street.
- Intend to build an addition on the back of the Meeting House for the purpose of creating administrative office space; additional gathering space; Sunday school classrooms on the second floor and meeting/function room space.
- Draft plans were presented to the board.
- Project engineer gave a brief summary of the proposed site work: rework and cutback the driveway entrance off Nahatan Street; create handicapped access and parking; relocate main entrance door; install a new stormwater management system and increase the number of parking spaces from 78 to 89.
- Architect gave a brief summary of the building design of the addition which has been programmed to satisfy the needs of the Parish.
- Architect asked if the Board would consider allowing a reduced number of parking spaces.

Town Planner & Board Discussion:

- Next steps –First Parish should complete an Application for a Limited Environmental Impact and Design Review of an Exempt Use by the Planning Board.
- A board member asked how this project will affect the recent EIDR approval for a Wireless Communication Facility on the rear of the property. (Ms. Loughnane said that the WCF will be installed on the barn.)

Public Comments:

None.

Motion/Action Taken:

None needed.

Review and Recommendation of Roadway Warrant Articles for Special Town Meeting

Summary & Presentation:

- Mr. Bailey distributed the warrant article language and two-sheet plan set.
- Purpose of the article is to allow for adjustments to the roadway layout and underlying infrastructure at University Station. This article creates three very small easements along University Avenue to accommodate the final locations of some of the traffic signal elements; discontinues a residual section of Rosemont Ave. that was created when Rosemont was first constructed as a dead-end street leading to 105 Rosemont.
- Roadway Article requires review and recommendation by the Planning Board to the Board of Selectmen prior to consideration at Town Meeting.

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Town Planner & Board Discussion:

- Ms. Loughnane reported that Town Engineer Jeff Bina has reviewed and approved the roadway layout plans.

Public Comments:

None.

Motion/Action Taken:

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the board voted unanimously in favor to recommend the proposed Roadway Article to the Board of Selectmen for the Fall Town Meeting.

Consideration of Proposed Alternative Sign Package for University Station Development

Ch. Rafsky welcomed Paul Cincotta who was before the board to present the University Station sign package.

Summary & Presentation:

- Master Sign Plan Package is for Core Development Area 1 Retail Buildings
- The Planning Board is authorized to approve an "alternative signage package" for projects within the UAMUD that the Board "finds that the alternative adequately addresses the needs of the development and traffic safety while appropriately balancing any impacts on the surrounding environment."
- This Master Sign Plan is a supplement and amendment to the Conformance Determination granted by the Board with respect to Core Development Area 1.

Town Planner & Board Discussion:

- This package calls for changes to the manner of calculation for determination of the maximum size allowance for wall signs within the UAMUD district.
- The Alternate Sign Package also calls for an increase in allowances for window signs throughout the UAMUD district.

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 Project-Specific Signage Alternative Package for University Station, as presented.

Continuation of Public Hearing to Consider Amendments to the Town of Westwood Zoning Bylaws for Recommendation to Special Town Meeting

Summary & Board Discussion:

Ms. Loughnane distributed this Draft 10-10-14 proposed zoning amendments to the Board. Edits to each article made during this hearing are in **bold type or noted as no edits made**.

**DRAFT 10-10-14
WESTWOOD PLANNING BOARD
LEGAL NOTICE
NOTICE OF PUBLIC HEARING**

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The WESTWOOD PLANNING BOARD will hold a public hearing in accordance with the provisions of M.G.L. Chapter 40A, §5 on Tuesday, September 30, 2014, at 7:30 PM in the Library Conference Room at the Westwood Public Library, 660 High Street, Westwood, MA, to consider the following proposed amendments to the Town of Westwood Zoning Bylaw and Official Zoning Map:

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 to Section 4.1 [Principal Uses], including amendments related to various motor vehicle uses, or take any other action in relation thereto:

- 1) Replace the existing definition for the term “Motor Vehicle Light Service” with a new definition to read as follows:

Motor Vehicle Light Service Premises for the supplying of fuel, oil, lubrication, or minor repair services, but not to include body work, washing, rinsing, polishing, waxing, painting, and/or major repairs.

- 2) Add a new definition for the term “Car Wash” to read as follows:

Car Wash An establishment where motor vehicles are washed, rinsed, polished and/or waxed, by mechanical or manual means, whether or not operated in conjunction with another motor vehicle use.

- 3) Add a new Sections 4.1.5.11 to read as follows, and renumber subsequent sections as appropriate:

	SRA	SRB	SRC	SRD	SRE	GR	SR	LBA	LBB	HB	I	IO	ARO
4.1.5.11 Car Wash	N	N	N	N	N	N	N	N	N	BA	N	N	N

No edits were made.

Motion/Vote:

Upon a motion by Mr. Olanoff and seconded by Mr. Wiggin, the board voted unanimously in favor to recommend Town Meeting approval of this article.

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:

- 1) Replace the existing Section 7.3.2 [Applicability] with a new Section 7.3.2 to read as follows:

7.3.2 **Applicability.** The following types of activities and uses shall require review and approval pursuant to the provisions of this Section, unless found to be de minimis by the Building Commissioner. Nothing herein shall be deemed to permit any use or structure not otherwise permitted as of right or by special permit under this Zoning Bylaw, or to give rise to an implication as to whether or not a particular use or structure is permitted as of right or by special permit under this Zoning Bylaw. The following shall require approval hereunder:

- 7.3.2.1 Construction, expansion, exterior alteration (exclusive of signs governed by the provisions of Section 6.2), or change of use of any municipal, institutional, commercial, industrial, or multi-family property.
- 7.3.2.2 Reconfiguration, restriping or expansion by three (3) or more parking spaces, of any parking area or facility containing five (5) or more parking spaces.

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- 7.3.2.3 Any change in use which results in a use prohibited or requiring a special permit in a Water Resource Protection Overlay District, whether or not within such a district and whether or not requiring a building permit.
- 7.3.2.4 Construction of an Open Space Residential Development (OSRD) pursuant to Section 8.3 of this bylaw.
- 7.3.2.5 Construction, installation or alteration of a Minor Wireless Communication Facility pursuant to Section 9.4 of this bylaw.

2) Replace the existing Section 7.3.3 [Exempt Uses] with a new Section 7.3.3 to read as follows:

7.3.3 **Exempt Uses.** In cases where M.G.L. Chapter 40A, Section 3 provides certain exemptions from zoning restrictions for uses protected thereunder, review and approval pursuant to this Section shall be limited consistent with those statutory provisions and on other matters shall be advisory only. For all uses exempt under M.G.L. Chapter 40A, Section 3, the Planning Board shall make determinations of compliance with dimensional and parking requirements of this Bylaw, including requirements related to setbacks, building height, building coverage, impervious surface, parking and circulation, buffers, screening, landscape, lighting, and stormwater management. Application and review procedures for such uses shall be as provided herein, except that the Planning Board shall waive the requirement of any submittals which are unnecessary for the Planning Board's regulatory determinations.

3) Replace the existing Section 7.3.5 [Procedures] with a new Section 7.3.5 to read as follows:

7.3.5 **Procedures.** An application for environmental impact and design review shall be accompanied by a site plan and other application materials in accordance with the requirements specified below and the Planning Board's rules and regulations. The Planning Board shall hold a public hearing in accordance with its rules and regulations and shall provide its decision forthwith to the Building Commissioner and Applicant.

4) Add a new Section 7.3.6 [Administrative Review and Approval] to read as follows, and renumber subsequent sections as appropriate:

7.3.6 **Administrative Review and Approval of Minor Alterations.** An application for environmental impact and design review involving exterior alterations to buildings or sites, which alterations are determined by the Building Commissioner to be minor in nature, shall be reviewed and considered for approval by the Town Planner. Application and submittal items shall be the same as set forth in this Section and in the Planning Board's rules and regulations for Planning Board consideration, except in the number of paper copies required, which shall be reduced to a number determined by the Town Planner to be sufficient for review purposes. The Town Planner, within 21 days of receipt of a complete application, shall review the application and submittal items for conformance with the standards set forth in Section 7.3.7, and shall issue an Administrative Approval, an Administrative Approval with Conditions, or an Administrative Denial of said application. In the case of an Administrative Approval with Conditions or an Administrative Denial, the applicant may apply to the Planning Board for further consideration of the EIDR Application in the course of a duly noticed public hearing.

5) Amend Section 7.3.6 [Submittal Requirements] by adding a new Subsection 7.3.6.1.9 to read as follows:

7.3.6.1.9 Location and description of any proposed disturbance to existing vegetation, or alteration of natural or historic features, which are proposed in relation to temporary access, utility installation, or other aspects of construction, including provisions for site restoration.

6) Delete Section 7.3.13 [Appeal] in its entirety and renumber subsequent sections as appropriate.

No edits were made.

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Motion/Vote:

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the board voted unanimously in favor to recommend Town Meeting approval of this article.

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:

- 1) Insert a new Section 7.5 to read as follows:

SECTION 7.5 STREET ACCESSES SPECIAL PERMIT

- 7.5.1 **Purpose.** The purpose of this Section is to protect the integrity and character of the Town and its existing neighborhoods by requiring sufficient and appropriate access to properties which can be expected to generate moderate or high levels vehicular traffic, including non-residential, multi-family residential, and/or mixed use properties, and to assure that where access to such properties is permitted by way of existing streets, adequate provisions are made to effectively address impacts upon the Town and its existing neighborhoods, and upon public services, infrastructure and property values therein, thereby affecting the public health, safety and general welfare thereof.
- 7.5.2 **Special Permit Required.** No principal or secondary ingress and/or egress shall be constructed or established to serve a non-residential, multi-family residential, and/or mixed use development, unless a Street Access Special Permit therefor is granted by the Planning Board in accordance with Section 7.5. This requirement shall apply whether or not said property is located wholly or partially within the Town of Westwood. Notwithstanding the above, no Street Access Special Permit shall be required for any development which is subject to and approved by the Planning Board pursuant to Section 7.3 [Environmental Impact and Design Review], Section 9.5 [Flexible Multiple Use Overlay District (FMUOD)] or Section 9.7 [The University Avenue Mixed Use District (UAMUD)] of this Bylaw.
- 7.5.3 **Application Requirements.** An application for a Street Access Special Permit shall be accompanied by a site plan and all applicable materials required by the Planning Board's Rules and Regulations as Special Granting Authority, as well as the following additional materials:
 - 7.5.3.1 **Project Narrative.** A detailed description of all proposed on-site uses and activities, including hours of operation of all non-residential project components.
 - 7.5.3.2 **Traffic Study.** A traffic study prepared by a Registered Professional Engineer consistent with study guidelines adopted and from time to time amended by the Planning Board.
 - 7.5.3.3 **Project Impact Report.** A detailed analysis of anticipated project-related impacts, including fiscal and public service impacts, and impacts to public infrastructure, including a description of any proposed public improvements which are proposed to be undertaken by the Applicant.
- 7.5.4 **Reimbursement for Consultants.** If the Planning Board determines the need to hire one or more consultants, engineers or attorneys in connection with the review and evaluation of an application for a Street Access Special Permit, it may do so, and all reasonable costs associated with the hiring of said consultant or consultants shall be reimbursed by the applicant, in accordance with Massachusetts General Law Chapter 53G, and in the manner specified in the Rules and Regulations. Each application pursuant to this Section shall contain an agreement by the applicant to that effect.
- 7.5.5 **Findings.** No Street Access Special Permit shall be granted unless the Planning Board finds that **adverse impacts of** operations conducted under such special permit, subject to the conditions imposed thereby, will not outweigh its beneficial impacts on the Town or the neighborhood. ~~and will not:~~ **In making such finding, the Planning Board shall consider whether or not the proposed development will:**
 - 7.5.5.1 Cause material deterioration of roadway, drainage, water, sewer, and/or other public infrastructure;

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- 7.5.5.2 Result in hazard or contamination of air, land and/or water resources;
- 7.5.5.3 Result in environmental degradation, including loss of mature trees and significant vegetation, disturbance to habitats, and/or the loss soil through erosion;
- 7.5.5.5 Have a material adverse effect on the health or safety of persons living in the neighborhood or on the use or amenities of adjacent land; or
- 7.5.5.6 Increase vehicle trips on ways giving access to the subject land by more than five percent (5%) above existing conditions, unless it is demonstrated to the satisfaction of the Planning Board that:
 - a. Such increase would not cause vehicular traffic to operate in an objectively unsafe manner, or cause queue lengths that block intersections; and
 - b. Such increase for any intersection that operates at LOS D or better would not result in a reduction of overall intersection level of service below LOS D.
- 7.5.6 **Decision.** A Street Access Special Permit shall be granted by the Planning Board only upon its written determination of the required findings set forth in Section 7.5.5. In addition, the Planning Board shall consider and may condition a special permit upon:
 - 7.5.6.1 The extent of visual compatibility with the vicinity, including consideration of site arrangement, consistency in architectural scale (or reasonability of departure), retention of existing site features, especially trees and architectural character;
 - 7.5.6.2 The suitability of existing and proposed buffering and screening from nearby properties;
 - 7.5.6.3 The proposed hours of operation of any non-residential or mixed-use activity;
 - 7.5.6.4 The timing and method of control of traffic entering and leaving the site; and
 - ~~7.5.6.5 The degree to which the proposal creates jobs for or otherwise serves the interests of Town residents;~~

Motion/Vote:

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the board voted unanimously in favor to recommend Town Meeting approval of this article.

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:

- 1) Add a new Section 6.1.8 to read as follows, and renumber subsequent sections as appropriate:

- 6.1.8 **Maximum Parking Requirements.** The minimum parking requirements set forth in Section 6.1.2 shall not be exceeded by more than 5%, unless authorized upon the grant of a special permit by the Planning Board in compliance with the provisions of this Section.
 - 6.1.8.1 If an Applicant has obtained all other necessary zoning permits and approvals, the Planning Board may, subject to the provisions of this Section, grant a special permit that would authorize an increased number of parking spaces than would otherwise be permitted by this Section where it can be demonstrated by such Applicant that the proposed use warrants a greater number of parking spaces than otherwise allowed.
 - 6.1.8.2 A special permit to authorize an increased number of parking spaces shall be granted by the Planning Board

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only upon its written determination that, in addition to any other findings required under this Bylaw, it finds the following:

- 6.1.8.2.1 That the particular use proposed warrants an increased number of parking spaces than would otherwise be permitted by this Section; and
- 6.1.8.2.2 That the issuance of a special permit would not be detrimental to the Town or to the general character or visual appearance of the surrounding neighborhood or abutting uses, and would be consistent with the intent of this Bylaw.

6.1.8.3 The special permit shall be granted upon such conditions as the Planning Board may deem appropriate in carrying out the provisions of this Section.

- 2) Replace the existing Section 6.1.8 with a new Section 6.1.9 to read as follows, and renumber subsequent sections as appropriate:

6.1.9 Reduction of Required Minimum Number of Parking Spaces.

- 6.1.9.1 If an Applicant has obtained all other necessary zoning permits and approvals, the Planning Board may, subject to the provisions of this Section, grant a special permit that would authorize a reduced number of parking spaces than would otherwise be required by this Section where it can be demonstrated by such Applicant that the proposed use does not warrant the number of parking spaces otherwise required.
- 6.1.9.2 A special permit granted pursuant to this Section shall provide for an increase in the number of parking spaces up to the minimum number otherwise required by this Section if there is a change in use or in the intensity or character of use that results in an increased parking need as determined by the Planning Board.
- 6.1.9.3 A special permit to authorize a reduced number of parking spaces shall be granted by the Planning Board only upon its written determination that, in addition to any other findings required under this Bylaw, it finds the following:
 - 6.1.9.3.1 That the particular use proposed does not warrant the minimum number of parking spaces otherwise required under this Section;
 - 6.1.9.3.2 That the issuance of a special permit would reduce the environmental impact and enhance the aesthetic quality of the proposed project.
 - 6.1.9.3.3 That the total floor area of the building or structure associated with the special permit is no greater than that which would be permitted absent the grant of a special permit pursuant to this Section.
 - 6.1.9.3.4 That the number of parking spaces otherwise required pursuant to Section 6.1.2 could be accommodated on the subject parcel or on nearby parcels, if a change in use or in the intensity or character of use ever requires an increase of parking pursuant to Section 6.1.8.2, and that the continued availability of land for such additional parking is assured in a manner satisfactory to the Planning Board.
 - 6.1.9.3.5 That the issuance of a special permit would not be detrimental to the Town or to the general character or visual appearance of the surrounding neighborhood or abutting uses, and would be consistent with the intent of this Bylaw.
- 6.1.9.4 Nothing herein shall be deemed to authorize a special permit waiving strict adherence to parking design requirements or parking space, passageway or driveway dimensional requirements.

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- 6.1.9.5 The special permit shall be granted upon such conditions as the Planning Board may deem appropriate in carrying out the provisions of this Section.
- 3) Replace the existing Section 6.1.9 with a new Section 6.1.10 to read as follows, and renumber subsequent sections as appropriate:
- 6.1.10 **Joint Off-Street Parking in Local and Highway Business Districts.** Joint off-street parking facilities may be provided for two or more separate buildings or uses on the same parcel, or on parcels within four hundred (400) feet walking distance of the building entrance to be served, but in such case the total number of parking spaces required shall be the sum of the parking spaces required for the individual buildings or uses. In cases where parking spaces are provided on nearby parcels, the continued availability of said parking spaces must be adequately assured in a manner satisfactory to the Planning Board, such as by permanent easement.
- 4) Replace the existing Section 6.1.10 with a new Section 6.1.11 to read as follows, and renumber subsequent sections as appropriate :
- 6.1.11 **Joint Off-Street Parking in Industrial and Industrial-Office Districts.** Joint off-street parking facilities may be provided for two or more separate buildings or uses on the same parcel, or on parcels within six hundred (600) feet walking distance of the building entrance to be served, but in such case the total number of parking spaces required shall be the sum of the parking spaces required for the individual buildings or uses. In cases where parking spaces are provided on nearby parcels, the continued availability of said parking spaces must be adequately assured in a manner satisfactory to the Planning Board, such as by permanent easement.
- 5) Add a new Section 6.1.12 to read as follows, and renumber subsequent sections as appropriate:
- 6.1.12 **Reduction of Required Number of Joint Off-Street Parking Spaces.** If an Applicant has obtained all other necessary zoning permits and approvals, the Planning Board may, subject to the provisions of this Section, grant a special permit that would authorize a reduced number of joint parking spaces than would otherwise be required pursuant to Section 6.1.9 or Section 6.1.10 where it can be demonstrated by such Applicant:
- 6.1.12.1 That the demand for the shared joint off-street parking spaces differs significantly by time of day between the various uses; and
- 6.1.12.2 That a sufficient number of shared joint off-street parking spaces are available for each use during the time of day that parking is required for said use.
- 6) Replace the existing Section 6.1.11 with a new Section 6.1.13 to read as follows, and renumber subsequent sections as appropriate:
- 6.1.13 **Off-Site Municipal Parking Lot.** Where an existing property does not meet the minimum parking requirements for a permitted use, off-site municipally-owned parking spaces may be used to meet the minimum parking requirements, provided:
- 6.1.13.1 That such spaces are located within a Municipal Parking Lot, so dedicated by the Board of Selectmen;
- 6.1.13.2 That such spaces are within four hundred (400) feet walking distance of the building entrance to be served;
- 6.1.13.3 That such off-site parking shall not be used to accommodate increased parking requirements due to new construction and/or expansion of existing buildings or structures; and
- 6.1.13.2 That the Board of Selectmen or its designee documents to the Building Commissioner that there is in fact sufficient capacity in the Municipal Parking Lot to accommodate the excess parking required.

No edits were made.

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Motion/Vote:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the board voted unanimously in favor to recommend Town Meeting approval of this article.

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:

1) Amend Section 9.7.10 [Signage] to read as follows:

9.7.10 **Signage.** The alternative sign requirements set forth in this Section 9.7.10 shall be used for a UAMUD project rather than the signage requirements applicable to the underlying district as provided elsewhere in this Bylaw.

- 9.7.10.1 **Definitions.** For the purposes of these alternate sign requirements, the following terms shall be defined as indicated below:
- 9.7.10.1.1 **Awning Sign.** A sign consisting of letters, numbers, symbols, logos, emblems and/or graphic representations painted on, incorporated into, or affixed to any fixed or retractable device, of any material, which extends over or otherwise covers a sidewalk, courtyard, walkway, eating area, driveway or similar area or space.
 - 9.7.10.1.2 **Development Identification Sign.** A sign or group of signs clustered together as a single compositional unit which identifies a development, and may also identify individual business establishments within that development.
 - 9.7.10.1.3 **Directional Sign.** A sign providing pedestrian and/or vehicular traffic instruction, and/or restrictions on the use of parking or travel areas. “No Parking”, “One Way”, “No Outlet”, and “Do Not Enter” are examples of directional signs.
 - 9.7.10.1.4 **Directory Sign.** A listing and/or graphic representation of individual business establishments and other uses within a development or portion of a development.
 - 9.7.10.1.5 **Facade.** The exterior surface of a building wall facing a street, internal drive, or pedestrian and/or vehicular access way, which wall corresponds to the height and width of the interior space owned or leased by the occupant of the building.
 - 9.7.10.1.6 **Projecting Sign.** A sign consisting of letters, numbers, symbols, logos, emblems and/or graphic representations which is attached to or suspended from a building or structure such that any part of said sign extends more than eight (8) inches from the wall surface of that building or structure.
 - 9.7.10.1.7 **Special Event.** A charitable, nonprofit or civic event, which event may include an open house, registration or similar event associated with a charitable, nonprofit or civic organization.
 - 9.7.10.1.8 **Temporary Construction Sign.** A sign at a specific development site currently under construction which identifies the name of the development, and may include the names and addresses of the contractor, architect, landscape architect, and project engineer, and other pertinent information. For purposes of this definition, individual developments within the master development plan project site may be considered specific development sites, even if such developments consist of more than one individual business establishment, but the entire master development plan project site shall not be considered a specific development site.

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- 9.7.10.1.9 **Wall Sign.** A sign consisting of letters, numbers, symbols, logos, emblems and/or graphic representations painted on, incorporated into, or affixed parallel to the wall of a building or structure and which extends not more than eight (8) inches from the wall surface of that building or structure.
- 9.7.10.1.10 **Way Finding Sign.** A sign providing instructions for circulation throughout a development, including direction to individual business establishments and parking areas related to said business establishments. “Retail Center Parking”, “Shuttle Bus Stop Ahead”, “Exit to Providence Highway”, “Additional Parking in Rear” are examples of way finding signs.
- 9.7.10.1.11 **Window Sign.** A sign consisting of letters, numbers, symbols, logos, emblems and/or graphic representations painted on, incorporated into, or affixed to either side of the glass surface of a window or door, or designed to be visible from the exterior of a building or structure and located within five (5) feet of the interior side of such glass surface.
- 9.7.10.1.12 **Window Screening Display.** Graphic or display which is intended to reduce visual access to the interior of an establishment, in order to screen back of house operations, restrooms, and other private or semi-private areas.
- 9.7.10.2 **Development Identification Sign.** A UAMUD project shall be allowed to install and maintain development identification signs in the vicinity of each substantial gateway(s) or entrance(s) to the project from neighboring streets, which signs may be installed at on-site and/or off-site locations. Such development identification sign may include the name and/or logo of the development project, as well as the names and/or logos of any occupants within the development. Development identification signs may have two (2) faces, each of which shall not exceed two hundred (200) square feet of copy area, excluding frame and borders. Development identification signs shall not exceed twenty-five (25) feet in height. Development identification signs shall include appropriate materials and landscaping to ensure an attractive entrance(s) to the development.
- 9.7.10.3 **Wall or Awning Signs.** Any combination of Wall Signs and Awning Signs shall be permitted such that the aggregate of all such Wall Signs and Awning Signs associated with each individual business establishment shall not exceed two (2) square feet of signage for each one (1) linear foot of facade associated with said establishment, measured across the longest facade in the case of establishments with more than one facade. Awning Signs shall have at least eight (8) feet clearance above the pedestrian grade.
- 9.7.10.4 **Projecting Signs.** One Projecting Sign may be permitted for any individual business establishment. A projecting sign shall have two (2) legible faces, each of which shall not exceed sixteen (16) square feet in area. Projecting Signs must have at least eight (8) feet of clearance above the pedestrian grade, and shall not project more than six (6) feet from a building facade.
- 9.7.10.5 **Window Signs.** Window Signs shall be permitted such that the aggregate of all such Window Signs associated with an individual business establishment shall not exceed twenty percent (20%) of the total surface area of all windows associated with such establishment.
- 9.7.10.6 **Window Screening Displays.** Window Screening Displays shall be permitted for windows and glass doors on the rear and side walls of the buildings shown as Building N, Building O, and Building Q on a plan entitled “Street Address Plan”, dated 8/01/14, prepared for Westwood Marketplace Holdings, LLC, a copy of which is on file with the Planning Board, but only where such Window Screening Displays do not constitute Window Signs as defined in Section 9.7.10.1.11. Window Screening Displays may be permitted for windows and glass doors on other walls of buildings within the Core Development Area, but only where the Planning Board finds that such graphics or displays are necessary and appropriate, and only where such graphics or displays do not constitute Window Signs as defined in Section 9.7.10.1.11. In all cases, Window Screening Displays shall be visually distinguishable in appearance from graphics or displays painted on, incorporated into, or affixed to

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either side of the glass surface of a window or door and shall not be painted on, incorporated into, nor affixed to either side of the glass surface of a window or door, nor located within one (1) inch of such glass surface.

- 9.7.10.7 **Directional Signs.** Directional Signs shall be allowed throughout a development. The number of such signs, and the size of each sign, shall be the minimum necessary to ensure traffic safety. Directional Signs shall not exceed four (4) square feet in area and shall have a maximum height of eight (8) feet above ground. Directional Signs may be post-mounted, ground-mounted, or mounted on a building or structure, and shall provide adequate clearance for vehicular and/or pedestrian traffic.
- 9.7.10.8 **Way Finding Signs.** Way Finding Signs shall be allowed throughout a development, and may be allowed both on site and at off-premises locations. The number of such signs, and the size of each sign, shall be the minimum necessary to ensure traffic and pedestrian safety. Way Finding Signs shall be post-mounted, ground-mounted, or mounted on a building or structure, and shall not exceed thirty-two (32) square feet in area and shall have a maximum height of thirteen (13) feet above ground. All Way Finding Signs located throughout a development shall be consistent in material, color and lettering style. Way Finding Signs shall not contain individual business identification logos. Way Finding Signs may include electronically changed lettering as appropriate to provide directions and/or indicate availability of public parking. Such changeable signs must be static displays that do not flash, or exhibit changes in lighting levels, or offer multiple messages on a cyclical basis.
- 9.7.10.9 **Directory Sign.** One or more Directory Signs shall be permitted within the UAMUD project area. Directory Signs shall not exceed thirty-five (35) square feet in area and shall have a maximum height of eight (8) feet above ground.
- 9.7.10.10 **Temporary Construction Signs.** Temporary Construction Signs for both owners and occupants of lots within the approved Master Development Plan shall be permitted. Temporary Construction Signs shall not exceed thirty-two (32) square feet in area and shall have a maximum height of six (6) feet above ground. Temporary Construction Signs shall be removed within thirty (30) days of the completion of construction.
- 9.7.10.11 **Temporary Construction Fence Screening Graphics.** Where a temporary construction fence is permitted to reduce public visual access to a construction site, screening graphics displayed on non-rigid material affixed to the exterior of such fence, and not exceeding the height of such fence, may be permitted upon the issuance of a temporary sign permit by the Building Commissioner. Such permit shall be valid for a period of six (6) months, and may be renewed at the discretion of the Building Commissioner for up to three (3) additional six (6) month terms. All screening graphics shall be maintained in good condition and shall be removed upon the final expiration of the temporary sign permit.
- 9.7.10.12 **Prohibited Signs.** Banners, flags, balloons, streamers, pennants, strings of lights, ribbons, spinners, roof signs, flashing signs, variable lit signs, variable message signs, except as permitted for Way Finding Signs in Section 9.7.10.8, and other similar devices, shall be prohibited in any UAMUD project. Temporary signs or graphics are prohibited except as provided in Sections 9.7.10.10 and 9.7.10.11, or in connection with customarily celebrated holidays or with Special Events as defined in Section 9.7.10.7. No sign which indicates the time, date and temperature shall be considered a flashing sign provided such sign meets all other provisions of this Section 9.7.10.
- 9.7.10.13 **Sign Materials.** Signs shall be manufactured using industry standard materials that are consistent with a high quality project. Structurally necessary brackets, posts or other supports may be visible if compatible with the appearance of the sign they support. Conduit, tubing, raceways, conductors, transformers and similar equipment shall be concealed from view.
- 9.7.10.14 **Sign Illumination.** Indirect illumination of a sign by properly shielded light fixtures, or by edge-lighting, or by halo lighting, or internal illumination of only the lettering, wording or insignia portions of a sign, shall be permitted. In all cases indirect illumination shall only be permitted by steady white light. Notwithstanding the above, Awning Signs shall not be internally illuminated.

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- 9.7.10.15 **Project-Specific Signage Alternative.** In recognition of the interrelated nature of signage systems in complex, mixed-use projects, and the importance of clear, adequate, and effective signage to the safe and efficient operation of such projects, notwithstanding the provisions of Sections 9.7.10.1 through 9.7.10.15 of this Bylaw, the Planning Board may, as part of its Conformance Determination for the CDA or PDR Approval for all other areas and phases of the UAMUD project, approve an alternative signage package or alternative signs for the UAMUD project, provided that the Planning Board finds that the alternative adequately addresses the needs of the development and traffic safety while appropriately balancing any impacts on the surrounding environment.

No edits were made.

Motion/Vote:

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the board voted four votes in favor to recommend Town Meeting approval of this article and one member voted to abstain.

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.

New sections added:

- 1) Correct erroneous reference to Section 9.6.10.2 in Section 9.5.10 so that Section 9.5.10 reads as follows:

9.5.10 Alternative Parking Arrangements. The alternative parking arrangements set forth in Sections 9.5.10.1 through 9.5.10.2 may be used for a project in the FMUOD rather than the requirements applicable to the underlying district as provided elsewhere in this Bylaw.

9.5.10.1 Parking Space Requirements. Developments proposed under this Section may provide fewer parking spaces than otherwise required under Section 6.1.2, Table of Parking Requirements, where in the determination of the Planning Board, proposed parking spaces are found to be sufficient to meet the needs of the development. In making such determination, the Planning Board may consider complementary uses and activities having different peak demands, transportation demand management (TDM) measures, and such other means as may be applicable.

9.5.10.2 Joint Off-street Parking. Joint off-street parking arrangements may be permitted when determined by the Planning Board to be appropriate.

- 2) Correct Zoning Bylaw Table of Contents to appropriately reference section numbers, section titles, and page numbers.

Motion/Vote:

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the board voted unanimously in favor to recommend Town Meeting approval of this article.

Article 7: To see if the Town will vote to adopt a Demolition Delay Bylaw as separate General Bylaw, numbered in proper sequence within the General Bylaws, or take any other action in relation thereto:

- 3) Add a new Section to read as follows, and renumber subsequent sections accordingly:

1.0 Demolition Delay Bylaw

1.1 Intent and Purpose. The purpose of this Bylaw is to protect the historic and aesthetic resources of the Town of Westwood by surveying, preserving, rehabilitating, researching, or restoring whenever possible, buildings or

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structures which constitute or reflect distinctive features of the architectural, cultural, or historic resources of the Town, thereby promoting the public welfare and preserving the cultural heritage of Westwood.

1.2 **Definitions.** As used in this Bylaw, the following terms shall have the meanings indicated:

Application An application for a demolition permit filed by the owner of record of the premises, or the holder of a bona fide purchase and sale agreement for such premises. The application must be signed by both the applicant and (if different) the owner of record at the time of application. An applicant may withdraw an application without prejudice at any time prior to a decision by the Commission.

Commission The Westwood Historical Commission.

Commissioner The Building Commissioner of the Town of Westwood.

Demolition Permit The permit issued by the Commissioner as required by the State Building Code for the demolition, partial demolition, or removal of a building or structure.

Historically or Architecturally Significant Structure Any building or structure which is:

- a. Importantly associated with one or more historic persons or events, or with the architectural, cultural, political, economic, or social history of the Town of Westwood, the Commonwealth of Massachusetts, or the United States of America; or which is
- b. Historically or architecturally important by reason of period, style, method of construction, or association with a particular architect or builder, either by itself or in the context of a group of buildings or structures.

Local Historic District Any district shown on the official map entitled "Local Historic Districts, Town of Westwood, Massachusetts" recorded in the Office of the Westwood Town Clerk, and which has been established pursuant to the provisions of MGL c. 40C.

Preferably Preserved Any historically or architecturally significant structure individually or in context which, because of the important contribution made by such structure to the Town's historical or architectural resources, is in the public interest to preserve, rehabilitate, or restore.

Premises The parcel of land on which an historically or architecturally significant structure exists.

1.3 **Regulated buildings and structures.** The provisions of this Bylaw shall apply to only the following buildings and structures:

- 1.3.1 Buildings and structures listed on the National Register of Historic Places or the State Register of Historic Places.
- 1.3.2 Buildings and structures within any local historic district.
- 1.3.3 Buildings and structures which in whole or in part were constructed on or before December 31, ~~1938~~ **1910**

1.4 **Procedure.**

- 1.4.1 Upon receipt of an application for a demolition permit for a building or structure regulated by this Bylaw, the Commissioner shall within ten (10) days transmit a copy thereof to the Commission. No demolition permit shall be issued except in conformance with the provisions of this section.
- 1.4.2 A public hearing shall be conducted by the Commission within sixty-five (65) days of receipt of the application for demolition permit by the Commission, and shall be closed within ninety (90) days of the

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opening of said hearing. Failure to open or close the hearing within these prescribed time periods shall be deemed to constitute constructive approval by the Commission, and in such case, the Commissioner shall, subject to the requirements of the State Building Code and any other applicable laws, Bylaws, rules and regulations, issue the demolition permit.

- 1.4.3 The Commission shall give notice of the public hearing by publishing at least fourteen (14) days before the hearing an announcement in a local newspaper of the time, place, and purpose of the hearing. The Commission shall also transmit a copy of said notice to the applicant, to the owner of record (if different from the applicant), to the owners of all properties within 300 feet of the subject property, to the Westwood Historical Society, to the Westwood Land Trust, and to any others the Commission deems necessary to notice.
- 1.4.4 If, following the public hearing, the Commission determines that the building or structure proposed for demolition is not a historically or architecturally significant structure, or that the proposed demolition of the building or structure would not be detrimental to the purposes protected by this Bylaw, the Commission shall notify the Commissioner within fourteen (14) days of such determination. Upon receipt of such notification, or upon the expiration of fourteen (14) days from the close of the hearing without such notification, the Commissioner shall, subject to the requirements of the State Building Code and any other applicable laws, Bylaws, rules and regulations, issue the demolition permit.
- 1.4.5 If, following the public hearing, the Commission determines that (1) the building or structure is a historically or architecturally significant structure and (2) the demolition of this historically or architecturally significant structure would be detrimental to the historical or architectural resources of the Town, the Commission shall declare the building or structure a preferably preserved historically or architecturally significant structure, and shall notify the applicant and the Commissioner within fourteen (14) days of such determination. No demolition permit shall be issued for at least six (6) months after the date of such determination by the Commission except in accordance with section 1.4.6 below.
- 1.4.6 Notwithstanding the above, the Commissioner may issue a demolition permit for a preferably preserved historically or architecturally significant structure after receipt of written notice from the Commission that (a) the structure has been or will be fully documented to the satisfaction of the Commission, and that (b) all salvageable and valuable artifacts and materials have been **or will be** removed and preserved to the satisfaction of the Commission, and that (c) any of the following applies:
 - 1.4.6.1 The Commission is satisfied that there is no reasonable likelihood that the applicant, owner, or some other reasonable person or group is willing to purchase, preserve, rehabilitate, restore, or relocate said building structure; or
 - 1.4.6.2 The Commission is satisfied that for at least six months, including periods of time prior to the date of submission of an application for demolition permit, the owner has made continuing, bona fide, and reasonable efforts to locate a purchaser to preserve, rehabilitate, restore, or relocate said building or structure, and that such efforts have been unsuccessful; or
 - 1.4.6.3 The Commission is satisfied that the proposed demolition may be conducted in a manner that is not detrimental to the historical or architectural resources of the Town.
- 1.4.7 In all cases where a building or structure has been determined by the Commission to be a preferably preserved historically or architecturally significant structure, no demolition permit shall be issued until all approvals are in place for subsequent development. Approvals include but are not limited to building permits, zoning variances or special permits (if necessary), licenses, easements and subdivisions of the premises of any kind. All appeals from the granting of such approvals must be concluded before the demolition permit may be issued.

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- 1.4.8 A decision by the Commission is made in relation to the party filing the application only, is non-transferable, and expires two (2) years from the date of the decision. If demolition has not occurred prior to the expiration of the Commission's decision, a new application for a demolition permit must be filed with the Commissioner, and reviewed by the Commission in accordance with the provisions of this section, prior to any subsequent demolition.
- 1.4.9 If a building or structure is determined to be a preferably preserved historically or architecturally significant structure, the owner shall be responsible for properly securing such building or structure, if vacant, to the satisfaction of the Commission. Should the owner fail to properly secure such building or structure, a subsequent destruction of such building or structure at any time during the period of the demolition delay through fire or other cause which could have been prevented by properly securing such building or structure, shall be considered a voluntary demolition in violation of this Bylaw and shall be subject to Section 1.6.2.
- 1.5 **Commission's review and recommendation on other applications.**
- 1.5.1 Upon receipt of an application for an Environmental Impact and Design Review (EIDR) Approval, a Flexible Multiple Use Overlay District (FMUOD) Special Permit, an Earth Material Movement (EMM) Special Permit, a Definitive Subdivision Approval, a Senior Residential Development (SRD) Special Permit, or an Open Space Residential Development (OSRD) Approval involving a parcel of land ~~located within a local historic district~~ or containing a building or structure regulated under Section 1.3, the granting authority shall transmit to the Commission a copy of the application for review and recommendation. Failure of the Commission to respond to the granting authority within thirty (30) days of its receipt of such application shall be deemed to signify its lack of opposition to the project.
- 1.6 **Enforcement, remedies and appeals.**
- 1.6.1 The Commission and the Commissioner are each authorized to institute any and all proceedings in law or in equity as they deem necessary and appropriate to obtain compliance with the requirements of this Bylaw or to prevent a violation thereof.
- 1.6.2 No building permit shall be issued with respect to any premises upon which an historically or architecturally significant structure has, either partially or fully, been voluntarily demolished in violation of this Bylaw for a period of two (2) years after the date of the start or completion of such demolition.
- 1.6.3 **Appeals to Board of Selectmen.** Appeals to the Board of Selectmen may be taken by a person aggrieved by reason of their inability to obtain a permit under this Section. The Petitioner shall file such appeal with the Town Clerk within twenty (20) days after the refusal of a permit or the issuance of the order of decision. The Petitioner shall forthwith transmit a copy thereof, with the date of filing certified by the Town Clerk, with the Board of Selectmen. The Board of Selectmen shall hold a public hearing within thirty (30) days of the receipt of the petition and shall render a decision within sixty (60) days from the date of filing. Failure by the Board of Selectmen to take final action upon a petition within the sixty (60) day period shall be deemed to be a grant of the appeal.
- 1.6.4 **Appeals to Court.** A person aggrieved by a decision of the Board of Selectmen may appeal to a court of competent jurisdiction within twenty (20) days after the Board's decision has been filed with the Town Clerk. Notice of such action with a copy of the complaint shall be filed with the Town Clerk within said twenty (20) days.
- 1.7 **Severability.** If any section, paragraph, or part of this Bylaw be for any reason declared invalid or unconstitutional by any court, every other section, paragraph, and part shall continue in full force and effect.

Motion/Vote:

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the board voted unanimously in favor to

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recommend Town Meeting approval of this article.

Public Comments:

None.

Motion/Action Taken:

A motion was taken and votes were recorded for each proposed article for recommendation to Town Meeting. Each is noted in red print under each article.

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the board voted unanimously in favor to continue this hearing until the Finance & Warrant Commission Public Hearing which the Planning Board will attend and participate in on Monday, October 20th, at 7:30 p.m.

Continuation of Public Hearing regarding the revision of various sets of existing Planning Board rules, regulations, standards and guidelines, and the adoption of new sets of rules, regulations, standards and guidelines.

Ch. Rafsky reopened the hearing and recommended that this meeting be immediately continued without testimony taken.

Motion/Action Taken:

Upon a motion by Mr. Olanoff and seconded by Mr. Montgomery, the board voted unanimously in favor to immediately continue this hearing, without testimony taken until Monday, November 10th at 7:30 p.m.

New Business – Reserved for topics not reasonably anticipated to be discussed

None

Adjournment:

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

Next Meeting:

Monday, November 3rd at 7:30 p.m., in the Champagne Meeting Room, 50 Carby Street

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List of Documents:

Draft 10-10-14 Proposed Zoning Amendments	PDF
Draft copy of Roadway Article	PDF
Progress Print - Discontinuance Plan for Portion of Rosemont Road and Marymount Avenue, dated October 13, 2014	PDF
Project-Specific Signage Alternative Package - University Station	PDF