

**Westwood Planning Board
Meeting Minutes
October 9, 2012
5:00 PM (Selectmen's Meeting Room)
6:30 PM (Champagne Meeting Room)**

Attendance & Call to Order:

The meeting was called to order at 5:05 p.m., by Ch. Jack Wiggin.

Present: Planning Board members Jack Wiggin, Steve Olanoff, Steve Rafsky and Chris Pfaff. Town Planner Nora Loughnane and Planning & Land Use Specialist Janice Barba recorded the minutes. (Bruce Montgomery was not present at the 5:00 p.m. meeting.)

Peer Review Consultant Teams - Finalist Presentations for University Station Project

Ch. Wiggin welcomed the team from Professional Services Corporation, PC (PSC) on behalf of the Planning Board and Town Planner Nora Loughnane, as one of the two finalists for the provision of peer review services related to the University Station development project. Thomas Houston, President of PSC who presented the team's qualifications and project approach, led the team.

The presentation was followed by a brief question and answer session and the team was asked to rejoin the board at its meeting at 6:30 p.m. in the Champagne Meeting Room to await a decision of the board on the preferred firm selection.

Ch. Wiggin, the board and staff similarly welcomed the second team, Beta Group, Inc. Merrick Turner, Sr. Vice President led his team and presented their qualifications and team approach.

The presentation was followed by a brief question and answer session and the team was asked to rejoin the board, immediately following this at its meeting in the Champagne Meeting Room to await a decision of the board on the preferred firm selection.

****The meeting adjourned at approximately 6:55 p.m. for a brief recess, then reconvened at the Champagne Meeting Room, 50 Carby Street****

University Station Proposal – Status Report, Receipt of Preliminary Submittal Materials, and Selection of Peer Review Consultant

Selection of Peer Review Consultant

Ch. Wiggin reconvened the meeting at 7:15 p.m. and announced that after careful consideration, the Board has decided to select Beta Group, Inc. as its peer review consultant team for the technical review of the University Station project. All board members expressed their thanks to both consultant teams for the time each dedicated to complete their proposals and attend the interviews.

Action Taken - Motion:

Upon a motion by Mr. Olanoff and seconded by Mr. Pfaff the board voted unanimously in favor to select Beta Group, Inc. as the finalist to provide peer review services related to the technical review of the University Station development project.

University Station Status Report

Ms. Loughnane informed the board that the developer's representatives are not present tonight and provided the following update:

- Town staff met with the developers last week to discuss draft language for the proposed zoning amendment incorporating Planning Board feedback from the October 2nd meeting;
- The Preliminary Site Plans and draft reports, with the exception of the fiscal impact report, were submitted to the Planning office today, distributed to the Board and will be given to the Peer Review Consultant team tonight who will begin its work immediately, and meet with development team as soon as possible.
- The staff will meet with the developers and peer review consultants to begin the review of the Preliminary plans on Thursday, October 11th at 8:30 a.m.

**Westwood Planning Board
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- On Thursday, October 11th at 7:00 p.m. the Planning Board will meet with the University Station subcommittee of the Finance and Warrant Commission. The purpose of this meeting is to provide general information on the University Station project review process and to answer any questions of the Finance Commission.
- On Tuesday, October 16th there will be a joint meeting of the Planning Board, Board of Selectmen, Finance & Warrant Commission and all other town boards and commissions, at which developers will present an introduction of the Preliminary Site Development Plans; which will be held at the Thurston Middle School at 7:30 p.m.

This concluded the discussion.

Continuation of Public Hearing for Proposed 2-Lot Subdivision Plan for 600 Clapboardtree Street

Ch. Wiggin reopened the public hearing and welcomed the Applicant Bill Schroeder to the meeting.

Ms. Loughnane distributed an updated plan set received from Glossa Engineering today, which reflects several amendments that were requested by the Board at the last hearing.

Highlights of Discussion:

- Citation on plans edited to read: "to allow minimum sight distance" between street intersections to be less than 400'. No waiver is needed.
- Stone wall currently going shown on the plans as going through the proposed driveway should be shown as relocated.
- A citation on plans added with the contiguous upland area and lot shape factor (50).
- Plans have been edited to show corrected lot numbers 1 & 2
- Addition of a hammerhead turnaround with brick paver/porous pavement for access for emergency vehicles when a building permit is issued for a new building lot.
- Addition of proposed 6" landscaped strip/berm between the propose driveway and gas easement to prevent drainage flow onto an abutting parcel.
- The drainage report was also submitted and reviewed by Ms. Loughnane and town engineer essentially stating that said the proposed berm would trap any runoff to the neighboring parcel.
- A homeowner's association agreement will be prepared by the applicant's attorney to cover maintenance of the paper street/proposed driveway and will be reviewed by town counsel.

Board Questions & Comments:

- Mr. Rafsky said that he believes that this subdivision has presented a dilemma that sets a precedent that he does not want to repeat.
- Ch. Wiggin said that this is a valid point although the board knew about the set of waivers that were requested from the beginning of this process.
- Mr. Montgomery suggested that further restriction, beyond the wetlands/drainage easement shown on the plan, be added to the Decision to prevent future subdivision development or reconfiguration of the lots, even beyond the wetlands/drainage easement.
- There was a discussion about the frontage and how it is measured. Ms. Loughnane said that the building commissioner measures the frontage along the tangent of the road layout.

Public Comments:

None.

Motion:

Upon a motion by Mr. Montgomery and seconded by Mr. Olanoff, the board voted three votes in favor and two opposed to approve the 2-lot subdivision plan with the requested waivers and the

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conditions discussed.

Continuation of Public Hearing for Modifications to OSRD-EIDR Approval for Morgan Farm

Continuation of Public Hearing for Modifications to OSRD Definitive Subdivision Approval for Morgan Farm

Ch. Wiggin reopened the public hearing and welcomed Lou Petrozzi to the meeting.

Highlights of Discussion & Board Comments:

- Plans have been revised on lots 5 & 6 to add turnarounds to Road B; where each of these driveways split have been widened to 18' all the way to the property line of the right of way. This will allow area for emergency access for public safety vehicles, addressing concerns of the fire chief. These driveways are 20 feet wide with 18' of pavement and 2' of berm.
- The street leading to these driveways is 24' wide.
- Peer review consultant Paul Brodmerkle was unable to be present this evening and will review these updated plans and will comment at the next meeting of the board.
- Ms. Loughnane informed the board of the opinion of the Fire Chief Scoble in which he stated that he is against eliminating the emergency access road for the ten-lot subdivision. If the board approves elimination of the emergency access road, then he requested that the board require a full build out of the cul-de-sac serving lots 5 & 6 and to condition its decision to require installation of house sprinklers for the entire subdivision.
- Mr. Petrozzi said that there would be more environmental disturbances building a full width cul-de-sac, as it would create additional runoff into the wetlands.
- Ms. Loughnane said that although this modified cul-de-sac plan is more environmentally suitable and recommended by Hale Reservation it will compromise public safety in the opinion of Chief Scoble, who has said that he does not support this subdivision plan without the emergency access road.
- Ms. Loughnane asked the board if it is prepared to vote tonight on the OSRD-EIDR and added that the OSRD plan cannot be voted upon yet, as the review by Paul Brodmerkle is pending.
- A board member commented that this application causes the Planning Board to struggle to weight two important factors; environmental impacts and public safety. He said that he believes that this plan could be built so that it does not compromise public safety.
- Several board members discussed their differences of opinion with regard to the cul-de-sac length and public safety.
- A board member commented that the OSRD was specifically designed to allow for flexibility in the design of residential developments and expressed his disagreement with the specifications for Road B.

Public Comments:

B. Philips, Dover Road – commented that he was told twenty-five years ago that the land behind him would never be developed. He doesn't think that regulations should be dismissed.

Motion:

Upon a motion by Mr. Montgomery and seconded by Mr. Rafsky, the board voted two votes in favor and three votes opposed, thereby denying the request to amend the decision, to remove the condition to require the emergency access road, of the OSRD-EIDR approval for Morgan Farm Estates and to require sprinklers in each of the homes in the subdivision.

Continuation of Public Hearing for Revisions to Planning Board Rules and Regulations – Comments on Special Permit Rules and Regulations

Highlights of Discussion:

Ms. Loughnane stated that she has not received any comments from board members and asked that

**Westwood Planning Board
Meeting Minutes
October 9, 2012
5:00 PM (Selectmen's Meeting Room)
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the board immediately continue this public hearing to a date specific.

Public Comments:
None.

Motion:

Upon a motion by Mr. Olanoff and seconded by Mr. Rafsky, the board voted unanimously in favor to continue this hearing without testimony taken, until Monday, October 22nd at 7:30 p.m.

Continuation of Public Hearing for Consideration of EIDR Application for Renovations at Morrison Park – 300 Washington Street

Ch. Wiggin reopened the public hearing and welcomed Westwood Little League (WWL) president John Loughnane.

Highlights of Discussion:

- Since the last hearing on 9/11/12, plans have been updated with changes recommended by the Planning Board and town planner.
- Final architectural design plans are not ready so Mr. Loughnane gave a brief summary of the changes for the board.
- Dugouts will resemble roofed benches/pavilion with hooks and cubbies and other amenities for players. Storage shed and scoring booth at the ends have been removed.
- Current location for scorer's booth will be replaced with new scorer's booth with storage and seating behind home plate.
- Introduction of better sight lines to promote safe open area at entranceway.
- Restroom block and snack shack block locations have been flipped so that parents can see their kids on the field and restrooms are located closest to the fire station/tennis courts, facing into the field and not East Street.
- Restrooms and snack shacks will only be open during events.
- Fundraising efforts remain ongoing.
- Would like to submit final development plans to the Planning Board on 10/16/12
- Board of Appeals Public Hearing scheduled for 10/17/12

Board Questions & Comments:

- What is the status of the proposed fencing? (Ms. Loughnane said that the Planning Board should decide on the location and type of fencing to be installed at the island.)
- What are the construction phasing plans? (Phase 1 – install dugouts and fields this fall; Phase 2 – Entrance Structure, next August.)
- A majority of board members suggested that it might consider an approval of this project subject to conditions.

Public Comments:
None.

Motion:

Upon a motion by Mr. Rafsky and seconded by Mr. Olanoff, the board voted unanimously in favor, with one abstention, to approve the amended plans as described, subject to receiving the final architectural plan design updates submitted on or before October 16th and reviewed by the town engineer.

Next Meeting:

Tuesday, October 16th at 7:30 p.m. at the Thurston Middle School.

**Westwood Planning Board
Meeting Minutes
October 9, 2012
5:00 PM (Selectmen's Meeting Room)
6:30 PM (Champagne Meeting Room)**

Adjournment

Upon a motion by Mr. Rafsky and seconded by Mr. Olanoff the board voted unanimously in favor to adjourn the meeting at approximately 9:06 p.m.

Westwood Planning Board

Meeting Minutes

October 9, 2012

5:00 PM (Selectmen's Meeting Room)

6:30 PM (Champagne Meeting Room)

List of Documents, Materials and Exhibits

None.