

**Westwood Planning Board
Meeting Minutes
February 9, 2011
Selectmen's Meeting Room
7:30 PM**

Board members present: Ch. S. Rafsky, J. Wiggin, S. Olanoff, B. Montgomery & C. Chafetz.

Staff present: N. Loughnane, Town Planner, G. Garber, CD Director. Minutes were recorded by J. Barba.

Ch. Rafsky called the meeting to order at approximately 7:35 p.m.

Resolution Endorsing MAPC Planning Assistance Grant Application

Mr. Garber presented a resolution to Ch. Rafsky for the Planning Board's consideration regarding Metropolitan Area Planning Council (MAPC) Planning Grant Assistance. He explained that he has applied for a professional technical and planning assistance grant in the form of MAPC staff services to assist with the Westwood Planning Board's update of the 2000 Comprehensive Plan. Mr. Garber requested that the Planning Board endorse and support the submission of the grant application and agree to utilize the MAPC grant in accordance with program guidelines and specific terms and conditions to be established between the MAPC and the Town, should the grant be awarded to Westwood.

Upon a motion by Ms. Chafetz and seconded by Mr. Montgomery, five members voted unanimously in favor to accept the resolution endorsing MAPC Planning Assistance Grant Application.

Discussion of Proposed Warrant Articles for 2011 Annual Town Meeting

Ms. Loughnane provided the board with a summary of proposed Planning Board warrant articles, which is included with these minutes. The following is a list of the articles of the articles:

ARTICLE 1 – Proposed Amendments to the Westwood Zoning Bylaw and Official Zoning Map related to the adoption of a new bylaw section entitled Open Space Residential Development (OSRD) to replace the existing bylaw Section 8.3, entitled Flexible Development and the existing bylaw Section 8.4, entitled Fifty Percent Bonus

Mr. Garber gave a brief summary on his recommendations for the redraft of the OSRD. (A copy of this document is included with these minutes.) Board members discussed in detail section 8.3.3 – Definitions: 8.3.3.1 Attached Housing, 8.3.3.2 Cluster, 8.3.3.3 Two Family Housing and 8.3.3.4 Zero Lot Line Housing.

Mr. Montgomery suggested that the following language should be changed from 8.3.3.1 Attached Housing: "attached housing shall mean buildings where TWO (2), instead of three (3) or more individual dwellings are physically connected to like dwellings...."

Mr. Wiggin suggested that the following language should be removed from 8.3.3.1 Attached Housing: "or dwellings in any other architectural configuration where the units are physically connected to form a structure."

Board members agreed that 8.3.3.4 "Two Family Housing" and 8.3.3.4 "Zero Lot Line" should be removed from these sections.

Board members discussed whether the section 8.3.3.4 "Two Family Housing" should refer back to Section 8.2 and include a revision of its definition. Ms. Loughnane agreed.

Ms. Chafetz commented that the minimal tract size of 80,000 sq. ft., (identified in Section 8.3.2.1) proposed for an OSRD development is too small. Ch. Rafsky agreed and suggested a tract size of at least five acres or more.

Ms. Loughnane said most of the lots currently developable in town are approximately 3-4 acres. Mr. Wiggin said lot size should be different according to each zoning district.

**Westwood Planning Board
Meeting Minutes
February 9, 2011
Selectmen's Meeting Room
7:30 PM**

Mr. Olanoff commented that the wording of the document presented tonight differs from the draft OSRD from last year and would like to see a comparison between the two. Other board members agreed.

Mr. Garber said he would work on the draft and incorporate last year's draft with this current draft and distribute it to the board for its comments.

ARTICLE 2 – Proposed Amendments to the Westwood Zoning Bylaw and Official Zoning Map related to the existing bylaw Section 8.5, entitled Senior Residential Development (SRD)

Ms. Loughnane distributed a draft of the amended SRD, which is included with these minutes. Board members mostly focused their discussion on the density entitlements and dimensional restrictions. Mr. Garber said the board may want to consider 10-12 dwelling units per acre as opposed to 16. Also discussed, re-examining side setbacks, removing limits on number of stories, increasing maximum lot coverage, etc.

ARTICLE 3 – Proposed Amendments to the Westwood Zoning Bylaw and Official Zoning Map related to a new bylaw section entitled Flexible Mixed Use Overlay District (FMUOD), to replace the existing bylaw Section 9.6, entitled Mixed Use Overlay District (MUOD), and the existing bylaw Section 9.5, entitled Planned Development Area Overlay District (PDAOAD)

Ms. Loughnane reviewed each of the latest changes to the FMUOD draft. Highlighted changes included: Section 9.6.2 Location: changing four districts to three, removing FMUOD 4: Providence Highway Corridor, and references to it throughout the document.

Also discussed was Section 9.6.9 Alternative Dimensions. Ms. Loughnane added that Section 9.6.9.4, Maximum Floor Area Ratio in FMUOD 1 be changed from 1.2 to 1.0-1.2.

Section 9.5.11 Alternative Sign Requirements – Ms. Loughnane informed the board that more time is needed in this section to develop appropriate requirements for sign placement, size and materials.

Section 9.6.12 Percentage of Residential Units – Ms. Loughnane commented that this residential cap remains necessary to balance the town's desire to incentivize immediate large-scale development with Westwood's need to maximize commercial revenue generation from its non-residentially zoned parcels.

Section 9.6.13 Waivers – Ms. Loughnane said that additional language to limit the conditions, under which the Planning Board might consider waivers, is needed.

Ch. Rafsky suggested that Section 9.6 Mixed Use Overlay District (MUOD) remain in place due to the currently permitted project at University Avenue.

Ms. Loughnane suggested a possible name change to "planned area development overlay district".

ARTICLE 4 – Proposed Amendment to the list of Designated Scenic Roads in Westwood to include Fox Hill Street and Thatcher Street

The board did not discuss any changes to this article.

ARTICLE 5 – Miscellaneous proposed Amendments to the Westwood Zoning Bylaw and Official Zoning Map

**Westwood Planning Board
Meeting Minutes
February 9, 2011
Selectmen's Meeting Room
7:30 PM**

The board did not discuss this article.

ARTICLE 6 – Proposed Amendments to the Westwood Zoning Bylaw and Official Zoning Map considered housekeeping items.

The board did not discuss this article.

Approval of Minutes of Prior Meetings

Board members asked for additional time to consider drafts of the minutes.

Upon a motion by Mr. Montgomery and seconded by Ms. Chafetz five members voted unanimously in favor to adjourn the meeting at approximately 10:05 p.m.

The next meeting of the Planning Board is Thursday, February 17th at 7:30 PM in the Champagne Meeting Room.

**Westwood Planning Board
Meeting Minutes
February 9, 2011
Selectmen's Meeting Room
7:30 PM**

List of Documents, Materials and Exhibits

Draft – Proposed Planning Board Warrant Articles

Draft - Proposed Flexible Mixed Use Overlay District (FMUOD), dated 02-04-11

Copy of except from 2010 Westwood Zoning Bylaw, Section 8.5 Senior Residential Development (SRD)

Document: *A QUICK ANALYSIS OF SENIOR RESIDENTIAL DEVELOPMENT (SECTION 8.6 OF WESTWOOD ZONING BYLAW) – FOR INITIAL PLANNING BOARD DISCUSSION*

Document: Proposed Zoning Amendment Articles 2011, First Redraft of OSRD 01-25-11

Document: *RESOLUTION OF THE WESTWOOD PLANNING BOARD REGARDING METROPOLITAN AREA PLANNING COUNCIL PLANNING GRANT ASSISTANCE*