

**Westwood Planning Board  
Meeting Minutes  
February 23, 2010  
7:30 PM**

**Board Members Present:** Ch. S. Olanoff, J. Wiggin, R. Malster and B. Montgomery.

**Staff Present:** N. Loughnane, Town Planner and G. Garber, Community Development Advisor. Minutes were recorded by J.Barba, Land Use Assistant.

*Ch. Olanoff opened the meeting at approximately 7:35 p.m.*

Prior to discussing zoning amendments, Ch. Olanoff asked other members for their support in sending a letter to Rep. Stephen Lynch, requesting assistance with funding for the Rte. 95 Interchange. Ms. Loughnane said C. McKeown, EDO is currently drafting a similar letter and she will provide a copy to the board. In addition, Ch. Olanoff asked Ms. Loughnane to draft a letter to the DPW Director search committee, requesting a seat on the committee.

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the board voted unanimously, three votes in favor, to support the request of the chair.

**Other Business**

Ms. Loughnane was contacted by Marjorie Young requesting an extension of the Tripartite Agreement for the Philips Brooks Estates subdivision. The agreement between the bank and the planning board expires in October and at this time no new homes are planned due to the weakened economy. Ms. Young would like the tripartite agreement extended to May 2012.

Upon a motion by Mr. Montgomery and seconded by Mr. Wiggin, the board voted unanimously, three votes in favor, to approve this request for an extension. Ms. Loughnane will present the tripartite agreement to the board for signatures, at a later date, upon receiving it from Ms. Young.

**Update on Zoning Amendments for Town Meeting**

Ch. Olanoff, G.Garber and N. Loughnane participated in the Finance Commission's public hearing last night, which included a review of the proposed zoning amendments for annual town meeting. Ch. Olanoff and Ms. Loughnane agreed that at this point there weren't any changes recommended by the Fin Com to edit Articles 2-7 but that the majority of the discussion and questions were limited to Article 1, Open Space Residential Development (OSRD).

Ch. Olanoff and members of the board discussed Article 2, Amendment of Section 6.1 [Off-Street Parking], and adding new Section 6.1.17 addressing landscape requirements for parking areas with ten or more parking spaces. Below are the sections of Article 2, that the Board suggested edits to (*in italics*). In addition, Ms. Loughnane also distributed two sample diagrams of parking lots, one shown under the existing bylaw and one with the proposed bylaw changes.

**Article 2:**

6.1.17.1.2 **Perimeter Planting Areas.** Parking lots shall be bordered on all sides, exclusive of driveways, with a minimum five (5) foot wide planting area, within which trees shall be spaced not more than twenty-seven (27) feet on center. In all cases, plantings shall be located so as not to obstruct vehicle sight distances, entrances and exits. *Ms. Loughnane asked if the board wishes to require planting on all sides of a parking lot or just on the sides needing screening. The board members said it would like trees planted on all sides of the parking lot.*

6.1.17.1.3 **Landscaped Islands.** Parking lots containing more than twenty-five (25) parking spaces shall include one or more landscaped islands. Landscaped islands shall be located so as to divide a parking lot into sections not exceeding one hundred forty (140) cars per section, to provide visual relief and wind interruption within the parking area, and to assure safe patterns of internal circulation. Landscaped islands shall be a combination of

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divider islands defined as landscaped islands along the length of one or more rows, and terminal islands defined as landscaped islands within or at the end of one or more rows. *Mr. Malster commented that this last sentence was ambiguous and suggested adding definitions of divider islands and terminal islands. Other board members agreed.*

**Article 6:** To see if the Town will vote to adopt a new Official Zoning Map showing district designations of all town-owned properties, and incorporating certain minor corrections to zoning district boundary lines. *Ms. Loughnane presented an edited version of the zoning map to show the water resource protection overlay districts, edited to correct a mistake. She said further research of town clerk's records is necessary to provide validation of these zoning designations as errors. Also discussed, options for showing town-owned land on the zoning map, cross-hatched or if a separate zoning map should be created.*

**Discussion on Article #1**

Jill Onderdonk and John Cummings of the Housing Partnership/Fair Housing Authority were present at the meeting to speak with the board about the lack of inclusion of townhouses in Article #1, OSRD. Ch. Olanoff explained that in the past, it had been the practice to encourage single family development. While the board did contemplate adding townhouses as of right to the OSRD, it wanted to establish the OSRD first, on its own merits and possibly provide a resolution to the MRD.

Ms. Onderdonk said she receives numerous calls from residents and others folks requesting information on the availability of townhouse type residences in Westwood. She believes the need has grown over the years for a different mix of housing.

Ch. Olanoff said in the future, the Planning Board intends to hold a series of public forums, possibly collaborating with the housing authority, to assess resident's desires, thoughts and concerns about allowing townhouses as a new, housing option. Ms. Onderdonk and Mr. Cummings were satisfied with the explanation given by the board.

Mr. Garber discussed testing density calculations for 3 acre OSRD calculations and 12 acre OSRD calculations. The final yield for a 3 acre scenario is up to 3 units and final yield for a 12 acre scenario is up to 13 units. The discussion continued discussing upland requirements and added units and adjustment bonuses, the three districts SR-B (20,000 sf lot size), SR-C (40,000 sf lot size) and SR-E (80,000 SF lot size). Mr. Garber stressed the importance of following the four step process in this type of residential development.

B. McDonald asked how the OSRD will change the tax base and if the protected open space would be deeded to the town. Ch. Olanoff said the open space could be deeded to the town and in addition, this type of land development does not require the same demand on town services as other conventional subdivisions.

*The meeting adjourned at approximately 10:00 P.M.*

***The next meeting is Tuesday, March 9<sup>th</sup> at 7:30 P.M., at 50 Carby Street.***