

Westwood Planning Board
May 12, 2020
Meeting Minutes
Remote Meeting via Zoom

Members Present: Chair Brian Gorman, Deborah Conant, Christopher Pfaff, David Atkins, William Delay.

Also Present: Town Planner Abby McCabe who also recorded the minutes.

At 7:00 pm Chair Brian Gorman called the meeting to order. Mr. Gorman welcomed everyone to the Westwood Planning Board meeting. Mr. Gorman explained that meeting procedures. The format of the meeting will be applicants may present, the board will discuss, and the public will be given the opportunity to speak and ask questions. This meeting is filmed live by Westwood Media Center viewable on [Westwood Media's YouTube station](#) and on Comcast Channel 12 or Verizon Channel 42.

425 Providence Highway - Prime Motor Group Mercedes of Westwood - EIDR* Public Hearing. Applicant proposes facade and roof line changes to existing building.

David Mackwell, project engineer from Kelly Engineering for Prime Motor Group, summarized the application. Mr. Mackwell presented the existing building and site layout, explaining that the proposal currently before the Board is for façade changes at the front entrance, columns, and roofline. James Mullarkey of Curtis Architectural Group presented the details of the façade improvements. Only building changes and not site changes are proposed with this Applicant. He noted that he received the staff comments including the request from BETA for stormwater improvements to collect roof or pavement runoff to be recharged and treated. He said that the property was improved several years ago and has existing stormwater systems and agreed with the Engineer's request to capture additional runoff to provide 80% TSS removal and 50% phosphorus removal from the paved areas. Applicant agreed to condition and is confident it can be achieved but needs time to submit the drainage details as they are currently evaluating the existing system

Board Member Discussion and Questions:

A Board member asked if there were any solar panels, the Applicant responded that no solar was proposed. A board member asked about any Norwood approvals since the site is particularly in Norwood. Applicant responded all the work and the building is fully within Westwood and there are no changes in Norwood that would trigger any notification for Norwood. A member asked about the wall material and Applicant responded that it was an eighteen foot clear glass glazed Conair curtain wall. Board members would like to see the stormwater improvements and asked about the process.

Ms. McCabe recommended the final drainage designs plan be submitted to staff – her and the BETA Group – to review and approve prior to issuance of a building permit.

There are five waivers with this application:

1. Exterior Lighting Plan
2. Traffic Study
3. Stormwater Report – *Applicant has agreed to collecting the roof runoff to recharge and is evaluating how to achieve this.*
4. Presentation Model
5. Plan that includes locus map, landscaping, and fill calculations.

On a motion made by Mr. Atkins, seconded by the Mr. Pfaff, and on a roll call 5-0 vote, the Board unanimously voted to approve the 5 waivers because this application for building improvements don't necessitate the other application submission and Applicant has agreed to stormwater improvements by capturing and treating the roof runoff.

On a motion made by Mr. Atkins, seconded by Mr. Pfaff, on a roll call 5-0 vote the Board unanimously voted to approve the EIDR submitted by Prime Motor Group for Mercedes of Westwood at 425 Providence Highway with the following conditions:

1. Applicant shall submit the final design plans to BETA Group and the Town Planner showing the system to recharge 1 inch of roof runoff or best management practices to provide 80% TSS removal and 50% phosphorus removal from the pavement areas as recommended in the memo from BETA Group dated May 5, 2020. The plans shall be submitted to staff for review and approval prior to issuance of a building permit and the system installed prior to final occupancy.
2. A copy of the Decision and final approved plans shall be kept on site during the construction.

On a motion made by Mr. Atkins, seconded by Mr. Pfaff, and on a roll call vote the Board voted 5-0 to close the public hearing.

Open Space and Recreation Plan (OSRP) Continued Public Hearing.

Ms. McCabe said that the OSRP was approved by this Board in early 2019 and was then submitted to the MA Division of Conservation and Recreation (DCR), which was conditionally approved in July 2019. In July the approval requested additional items to be added to the Plan. The requests were not substantive but asked for various informational items to be added such as more details on environmental conditions. We have worked with the hired Consultant and recently completed these added items. In your packet is the OSRP updated May 2020 if you can please review for your next meeting. I recommend continuing this until you May 26th to allow more time for you to review and more time for public review. This is now posted on our website in a couple locations on Planning Board and the Open Space and Recreation Committee's webpage. On May 26th you should be ready to review, take public comment, and then vote to submit to MAPC – the regional planning agency which was one of the requests from MA DCR. After MAPC reviews they may or may not provide any comments or request for

changes it should be reviewed any final time by you, and then submitted to MA DCR for a final approval. This may take place over the summer.

On a motion made by Mr. Atkins, seconded by Mr. Pfaff, on a roll call vote the Planning Board voted to continue the public hearing for the OSRP to Tuesday, May 26th at 7:00 pm via Zoom remote meeting.

Meeting Minute Review:

On a motion made by Mr. Atkins, seconded by Ms. Conant, the Board voted 4-0-1 (Mr. Pfaff abstained due to absence at meeting) to approve the meeting minutes from February 11, 2020 as written.

On a motion made by Mr. Atkins, seconded by Ms. Conant, the Board voted 4-0-1 (Mr. Pfaff abstained due to absence at meeting) to approve the meeting minutes as modified from February 25, 2020.

On a motion made by Mr. Atkins, seconded by Ms. Conant, the Board voted 4-0-1 (Mr. Pfaff abstained due to absence at meeting) to approve the meeting minutes from March 2, 2020 as written.

On a motion made by Mr. Atkins, seconded by Mr. Pfaff, the Board voted 4-0-1 (Ms. Conant abstained due to absence at meeting) to approve the meeting minutes from April 7, 2020 as written.

Mr. Gorman said the next meeting on May 26 is his last meeting and that he needed the meeting minutes from the March meetings by May 19. Ms. McCabe responded that she would try to get the March minutes to the Board for their next meeting.

Ms. McCabe informed the Board of the suggested summer schedule which is May 26, June 16, June 30, July 21, and August 18.

Ms. McCabe informed the Board about a free virtual board member workshop training on May 14th at 7:00 pm.

On a motion made by Pfaff, seconded by Mr. Atkins, the Board adjourned at 7:51 pm on a unanimous roll call vote.

List of Exhibits:

Town Planner Abby McCabe to Planning Board, Meeting Summary for May 12, dated May 8, 2020
Public Hearing Notice for Prime Motor Group, 425 Providence Highway
Application, Impact Statement, Cover Letter, Waiver Request from Prime Motor Group
Architectural floor plans and elevations, prepared by Penney Design Group
Staff Comments from ViewPermit, dated May 6, 2020
Memo from BETA Engineering Group, Subject: 425 Providence Highway EMM EIDR, May 5,

2020
Aerial 2018 photo of Mercedes site
Open Space and Recreation Plan (OSRP) Adopted by Planning Board on February 26, 2020
MA DCR Conditional Approval letter dated July 10, 2019
OSRP Revised May 6, 2020, track changes "redlined" version
Summary of OSRP Changes May 2020
Meeting Minutes: 2/11/20, 2/25/20, 3/2/20, 4/7/20