

TOWN OF WESTWOOD
COMMONWEALTH of MASSACHUSETTS

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PLANNING BOARD

APPROVAL
LIMITED ENVIRONMENTAL IMPACT AND DESIGN REVIEW (EIDR)
18-20 Southwest Park- Encounter Church Learning Center Preschool
February 2, 2021

APPLICANT: Jason Hodges
17 Roosevelt Road
Dedham, MA 02026

PROPERTY OWNER: 20 SWP LLC C/O
Richard Lee
20 Southwest Park
Westwood, MA 02090

PROPERTY LOCUS: 18-20 Southwest Park
Westwood, MA 02090
Assessor's Map 17, Lot 062

BACKGROUND AND PROJECT SUMMARY

The Application is for a Limited Environmental Impact and Design Review (EIDR) for an Exempt Use, pursuant to Section 7.3.3 of the Westwood Zoning Bylaw for the purposes of adding a preschool childcare use and outdoor playground on the north side of the building at 18-20 Southwest Park in Westwood, MA 02090 also known as Assessor's Map 17, Lot 062.

The property is in the HB (Highway Business) zoning district. Presently on the property is a building containing a religious and office use. The application proposes removal of a loading area and four parking spaces to construct the play area for Encounter Church Learning Center. This application and the parking plan was reviewed, pursuant to Section 6.1.10 [Joint/Shared Off-Street Parking] of the Zoning Bylaw from the Planning Board's approval for Encounter Church granted on April 11, 2017.

STATEMENT OF FINDINGS

PROCEDURAL FINDINGS:

After having reviewed all the plans and reports filed by the Applicant and its representatives and having considered the technical analysis, supplemental information provided during the course of the public hearing, correspondence and testimony from representatives from various boards and commissions and departments within the Town of Westwood and from all other interested parties, the Town of Westwood Planning Board makes the following procedural findings and project findings:

1. On December 16, 2020, an application was filed by Executive Pastor of Encounter Church, pursuant to Section 7.3 [Environmental Impact and Design Review] of the Westwood Zoning

Bylaw with the Westwood Planning Board and the Westwood Town Clerk (hereinafter "Application").

2. Pursuant to M.G.L. Chapter 40A, Section 9 and 11 and the applicable provisions of the Westwood Zoning Bylaw and the Rules and Regulations of the Westwood Planning Board (hereinafter "Rules and Regulations"), the Planning Board caused notice of the public hearing to be published in the *Transcript & Bulletin*, a newspaper of general circulation in Westwood, on December 24, 2020 and December 31, 2020. Notice of the public hearing was posted in the Westwood Town Hall commencing on December 17, 2020, and continuing through the opening of the public hearing on January 12, 2021. Said notice of the public hearing was mailed postage prepaid to all Parties in Interest as defined in M.G.L. Chapter 40A, Section 11 on December 22, 2020.
3. The Planning Board provided copies of the Application to other Town of Westwood boards and commissions, departments and officials including, but not limited to, the Board of Health, Board of Selectmen, Building Commissioner, Conservation Commission, Department of Public Works, Fire Chief, Police Chief, Town Engineer, Historical Commission, and Pedestrian and Bicycle Safety Committee on December 21, 2020.
4. After notice and publication was provided pursuant to M.G.L. Chapter 40A, Section 9 and 11, the public hearing on the Application commenced on September 22, 2020, via Zoom Webinar and filmed live by Westwood Media Center on Westwood Media's YouTube Channel and Comcast Channel 12 and Verizon Channel 42. The hearing was held in accordance with the Governor's January 12, 2021 Order suspending certain provisions of the Open Meeting Law MGL c. 30A §18 and the Governor's March 23, 2020 Emergency Order imposing limitations on the number of people that may gather in one place. The Planning Board met remotely via Zoom Webinar where public comments were offered by live time audio via Zoom and through the Question and Answer function. The opportunity for written comments to be submitted was also offered. The public hearing was opened on January 12, 2021, continued to February 2, 2021, and closed on February 2, 2021. All motions were made by a roll call vote.
5. Westwood Planning Board Members David L. Atkins, Christopher A. Pfaff, Michael L. McCusker, and Robert R. Gotti deliberated on the Application at a duly authorized meeting on February 2, 2021.

PROJECT FINDINGS:

1. The subject property consists of approximately 43124 SF located at 18-20 Southwest Park and is shown as Map 17 Lot 062 on the Westwood Board of Assessors' Map (hereinafter "Project Site" or "Property").
2. Presently, the project site has an existing commercial building containing a religious and office use.
3. The Application is for Limited Environmental Impact and Design Review for an Exempt Use, pursuant to Section 7.3 of the Westwood Zoning Bylaw for the purposes of adding a preschool childcare use and outdoor playground on the north side of the building to serve Encounter Church Learning Center at 18-20 Southwest Park in Westwood, MA 02090 also known as Assessor's Map 17, Lot 062.

4. The Project Site is located within the HB (Highway Business) zoning district. The proposed Exempt Use is subject to Limited Environmental Impact Design Review (EIDR), pursuant to Section 7.3 of the Westwood Zoning Bylaw.
5. The Project, as modified by the Conditions of this Decision, will not be detrimental to the Town or to the general character or visual appearance of the surrounding properties, and will be consistent with all applicable standards set forth in Section 7.3.8 of the Westwood Zoning Bylaw.

DECISION:

On February 2, 2021, the Planning Board evaluated the Application in relation to the above Findings, and as the approving authority, on a roll call vote of four (4) in favor and none (0) opposed, hereby **grants** Limited Environmental Impact and Design Review (EIDR) Approval pursuant to Section 7.3 of the Westwood Zoning Bylaw for the Project as described above and in the application therefor filed in the office of the Planning Board and the Town Clerk on December 21, 2020 with the following conditions of approval.

CONDITIONS OF APPROVAL:

1. Applicant shall distribute the one-way traffic circulation and drop off & pick-up plan to all parents/guardians participating in the program and shall monitor drop off and pick-up traffic to ensure compliance.
2. The one-way traffic flow shall be clearly marked with signage or pavement markings at the entrance and exit to the property.
3. The pick-up and drop off areas shall be marked with cones, signage, stanchions or similar items to provide clear direction to drivers.
4. The bollards surrounding the outside of the playground area shall be spaced no further apart than every four (4) feet.
5. All portions of the playground area shall be sufficiently lit if in use after dusk.
6. A minimum 24'-wide travel lane must be maintained at all times between the playground and any existing parking spaces.
7. The no parking area at the end of the parking row adjacent to the playground shall be indicated as a no parking area with signage or pavement markings to prevent vehicles from parking within the 24 ft. travel lane.

APPLICATION AND PLANS

The Planning Board evaluated the Application filed by or on behalf of the Applicants in the Planning Office and the Office of the Town Clerk on December 21, 2020 and all material submitted through

the close of the public hearing on February 2, 2021. All of the following plans and material are hereby incorporated by reference and made part of this Decision.

1. Memorandum from BETA Group Dan Hammerberg and Philip Paradis, Subject: 18-20 Southwest Park Limited EIDR, dated January 7, 2021.
2. Application, project narrative, photographs, 2017 EIDR Decision, public hearing notice.
3. Architectural plans entitled "Norfolk Golf Club", prepared by Main Street Architects, dated July 24, 2020 consisting of 74 sheets.
4. Site plan entitled "Existing Conditions and Proposed Plan", prepared by Haynes Group, December 2, 2020.
5. Parking Plan entitled "Land Title Survey Southwest Park" prepared by R. C. Cameron & Associates.
6. Waiver request to Planning Department, from Jason Hodges upload to View Permit December 16, 2020.
7. Staff comments from View Permit for 18-20 Southwest Park, dated January 8, 2021.
8. Memorandum from Town Counsel Patrick J. Ahearn, Esq. Town Counsel to Planning Board, Subject: Confidential Attorney Client Memorandum of Law in Response to Questions Concerning Application of Encounter Church Preschool/Learning Center.
9. Revised plans marked up on February 2, 2021 for Revised Circulation Plan, Revised Parking Dimensions for Playground, Revised Parking Plan, received and reviewed on February 2, 2021.

RECORD OF VOTE

The following members of the Planning Board voted on a roll call vote on February 2, 2021 to grant Limited EIDR Approval for the abovementioned Project: David L. Atkins, Christopher A. Pfaff, Michael L. McCusker and Robert R. Gotti.

The following members of the Planning Board voted in opposition to Limited EIDR Approval for the abovementioned Project: None.



Abigail McCabe
Town Planner
February 5, 2021