Planning Board Meeting Minutes (Planning Board Attendance at Finance and Warrant Commission's Meeting) Tuesday, March 28, 2023 Library, Community Meeting Room 660 High Street -7:00 PM Westwood, MA 02090

The Planning Board attended the Finance and Warrant Commission's public hearing on Annual Town Meeting Warrant Articles to participate in the discussion and presentation of annual town meeting warrant articles.

Planning Board members present:

Christopher A. Pfaff, Ellen Larkin Rollings, Philip M. Giordano and Kathleen Wynne. Absent: Joshua Ames.

Call to Order:

Mr. Pfaff opened the meeting at approximately 8:24pm.

Staff members present:

Nora Loughnane, Community & Economic Development Director, Pat Ahearn, Town Counsel and Jessica Cole, who recorded the meeting minutes remotely.

Planning Board Articles

PRESENTER(S): Nora Loughnane, Director of Community & Economic Development, Christopher Pfaff, Planning Board Chair.

Continuation of Public Hearing for Zoning Bylaw and General Bylaw Amendment Articles (continued from 3/7/23), including:

Planning Board Article 1: Potential Amendments to Zoning Bylaw related to Earth Material Movement (EMM) To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Earth Material Movement by amending Section 4.1.6 [Principal Use Table – Industrial Uses], Section 4.3.2 [Accessory Use Table – Accessory Uses in All Districts], and Section 7.1 [Earth Material Movement (EMM)], or take any other action in relation thereto.

Ms. Loughnane stated that this article will make EMM Approval an Administrative Approval by the Town Planner.

Comments:

• Prohibiting gravel pits? Ms. Loughnane: Yes. We have removed that option.

Planning Board Article 2: Potential Amendments to Zoning Bylaw Related to Sustainability

To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to sustainability by amending Section 6.1 [Off-Street Parking] and Section 7.3 [Environmental Impact & Design Review (EIDR)], or take any other action in relation thereto.

Ms. Loughnane stated that the Article had one change: Motor vehicle charging stations which charge a fee to users will be prevented from over-charging consumers. The Planning Board has added language to the article that puts a cap on fee to consumers. It is capped at 125% of the annualized actual cost to the owner of the EV charger.

Comments:

- What is the average cost of a charging station? Ms. Loughnane: The town's four charging stations cost approximately \$5,000-\$8,000 per unit. The electrical connections were funded by grants from Eversource.
- How did you come up with the rate cap for privately-owned charging stations? Ms. Loughnane: The Board discussed what it felt would be sufficient to cover the owner's cost for maintenance and provide a small profit without gauging users
- Required to charge by the kilowatt hour? Ms. Loughnane: Yes, and that is a more efficient and fair way to charge.
- Is the Town doing this voluntarily? Ms. Loughnane: Yes, voluntarily, but there is a need and the expectation is that this will soon be a mandate.
- Do the charging stations on Town property have a fee? Ms. Loughnane: They are currently free to all users. The Town will continue to evaluate and may eventually decide to impose a charge, but it is not a significant cost to the Town.

- Section 7.3 applies only to commercial property? Ms. Loughnane: Section 7.2 applies to commercial, industrial, institutional, and multi-family residential, but not to single-family or two-family properties.
- New renewable energy requirements only apply to non-residential structures? Ms. Loughnane: This would be a new provision and would only apply to new non-residential structures greater than 5,000 square feet in area. These new structures would have to be designed to generate 50% of their electrical demand with either solar or wind power unless a waiver is granted by the Planning Board. This would not apply to multifamily residences, but could apply to mixed-use structures.
- Energy conscious design section, reasonable efforts should be applied to prevent adverse effects on the energy consumption of neighboring structures. How will that be measured/applied? *Ms. Loughnane: If the structure is designed to have a negative effect, the Planning Board would take that into consideration.*
- 7.3.8 11, in the first paragraph, all proposals shall include an analysis of greenhouse gas impacts. Is this analysis necessary? How much does it cost? *Ms. Loughnane: This is a straightforward analysis and is already being provided for current applications, but submission is currently voluntary. Ms. Loughnane is unsure of the cost. It is part of the overall cost of a development application.*

Planning Board Article 3: Amendments to Zoning Bylaw Related to Dumpsters

To see if the Town will vote to approve certain amendments to the Westwood Zoning Bylaw related to Dumpsters by amending Section 6.3.5 [Uses requiring Screening] and Section 6.3.6 [Screening Standards], or take any other action in relation thereto.

Comments:

None.

Planning Board Article 4: Housekeeping Amendments to Zoning Bylaw

To see if the Town will vote to approve certain housekeeping amendments to various sections of the Westwood Zoning Bylaw and/or the Official Zoning Map as may be necessary to correct errors or inconsistencies and to clarify such sections, or take any other action in relation thereto.

Comments:

None

Planning Board Article 5: Amendments to General Bylaws Related to Dumpsters

To see if the Town will vote to approve certain amendments to the Town of Westwood General Bylaw related to Dumpsters by amending Chapter 321 [Retail Stores and Food Establishments] and Chapter 342 [Solid Waste], or take any other action in relation thereto.

Comments:

None.

Action Taken:

On a motion made by Ms. Wynne and seconded by Ms. Rollings, the Planning Board voted in favor (4-0) to recommend the Finance & Warrant Commission's support of the five Planning Board articles as presented.

On a motion made by Ms. Wynne and seconded by Ms. Rollings, the Planning Board voted in favor (4-0) to continue the public hearing to the Planning Board's next meeting on Tuesday, April 11, 2023 at 7:00 pm in the Champagne Meeting Room located at 50 Carby Street, Westwood, MA, unless the Governor or State Legislature extend the suspension of certain provisions of the Open Meeting Law (MGL C. 30A, §18) allowing for remote meeting participation beyond the current expiration date of March 30, 2023, in which case this public hearing will instead be held remotely via Zoom and the Town website will be updated to include a updated meeting agenda and Zoom information will be provided on Town's calendar on the homepage at: https://www.townhall.westwood.ma.us/.

Adjournment

Upon a motion made by Ms. Wynne and seconded by Ms. Rollings, the Planning Board voted in favor (4-0) to adjourn the meeting at approximately 8:44pm.