

Westwood Planning Board Minutes
Tuesday, June 20, 2023
7:00 pm
Via Zoom Remote Participation
Westwood, MA 02090

Pursuant to Chapter 2 of the Acts of 2023, On March 29, 2023, Governor Maura Healey signed into law, an Act Extending pandemic-related authorizations related to public meetings, allowing remote meeting options for public bodies through March 31, 2025. The June 20, 2023, Planning Board meeting was conducted via remote participation by the Board.

Call to Order:

The meeting was called to order by the Chair Ellen Larkin Rollings at approximately 7:02 pm. The remote meeting was video recorded by Westwood Media Center and was available on Comcast channel 12, Verizon channel 42 and on Westwood Media's YouTube channel https://www.youtube.com/results?search_query=westwood+media+center. Chair Rollings explained the meeting procedures, and how the Planning Board process works.

Present via Remote Participation:

Planning Board members present via Roll Call: Ellen Larkin Rollings, Christopher A. Pfaff, Joshua C. Ames, Philip M. Giordano, and Kathleen Wynne.

Staff members present Nora Loughnane, Director of Community & Economic Development, Elijah Romulus, Town Planner, and Jessica Cole, who recorded the meeting minutes.

Mr. Romulus stated that there was a change to the agenda and the Planning Board took an item out of order.

Continuation of Public Hearing for Environmental Impact & Design Review (EIDR) of Proposed Alterations to Mercedes-Benz – 425 Providence Highway (Continued from 6/6/23)

Paula Devereaux, Attorney at Pierce Atwood in Boston, representing AMR Real Estate Holdings was present for the site plan review for the existing Mercedes Benz of Westwood. Ms. Devereaux had a request for a continuance and wanted to give the Planning Board an update.

The applicant received the architectural update and is working on the update review.

- Ms. Devereaux asked about the materials boards, and how to do it virtually? Ms. Loughnane: The Town does accept material boards at 50 Carby Street. The Town will photograph and upload it for the Planning Board.
- EIDR review and amendment to the Special Permit. Unsure of the timing to go in front of the ZBA. Ms. Loughnane: ZBA will defer to the Planning board to do its review first and establish any conditions, and then the ZBA will review the use.

Shane Oates, Independence Engineering, discussed the architectural peer review and stated that he will be able to address all of the comments and has looked at the BETA peer review.

- How far in advance should we get the info to the Peer Review? Ms. Loughnane: 2 weeks in advance.

Board Comments:

Mr. Giordano stated that he watched the May 11, 2023 meeting. *Ms. Loughnane stated that there is an affidavit that he will need to sign before he can vote on any motions for the Public Hearing for Environmental Impact & Design Review (EIDR) of Proposed Alterations to Mercedes-Benz – 425 Providence Highway.*

Public Comments:

None

Action Taken:

Motion for Continuance

Mr. Ames moved that the Planning Board continue the public hearing for Environmental Impact & Design Review (EIDR) Approval for 425 Providence Highway, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on April 14, 2023, to Tuesday, August 8, 2023, at 7:00 pm via Zoom, where a Zoom link and associated call in numbers will be provided on Town's calendar on the homepage at:

<https://www.townhall.westwood.ma.us/>.

Mr. Pfaff seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes

Kathleen Wynne-Yes

Joshua C. Ames-Yes

Philip M. Giordano-Abstain

Christopher A. Pfaff-Yes

Continuation of Public Hearing for Consideration of Mixed-use Multi-family Residential Overlay District (MUMFROD) Special Permit for Mixed-use Redevelopment – 22 Everett Street (continued from 6/6/23)

Peter Zahka, Attorney, was present and he introduced his team on the Zoom call.

Giorgio Petruzziello-Manager-Supreme Development

Angela Botto-Design Engineer

Zachary Richards-Sr.Project Manager

Mike McKay-Project Architect

Andrea Kendall-Environmental Scientist

Ken Cram-Traffic Engineering

Mark Fougere-Fiscal Consultant

Mr. Zahka stated that at the last meeting he discussed the overview of the project except the traffic. He is still not ready, and he is not sure when all of the materials will be in. There were questions raised about the traffic, so Mr. Cram addressed the Planning Board.

Ken Cram from Bayside Engineering was present to discuss the Traffic Impact Design & Access Study. The study area included Everett Street from University Avenue to Washington Street, 3 site driveways, Rose Court and the intersection of Washington Street, Everett Street, Upland Road & Clapboardtree Street intersection. The study was done in February 2023.

Did a crash history that included reported crashes to Mass DOT from 2017-2022. Most of the crashes occurred on Providence Highway with 62 crashes and 27 crashes at the Clapboardtree/Washington Street intersection. Both of these intersections are on Mass DOT's safety improvement list.

Part of the data collection effort included collecting speed data on Everett Street found to be 42mph, not 30mph. Mr. Cram stated that there is Mass Transit nearby including buses and trains.

Mr. Cram discussed the existing conditions and he looked at future conditions.

- What will generate traffic? 158 apartments in 2 buildings and commercial space. Estimated traffic generated 1,444 daily trips, about 722 cars on a typical day.
- Internal trips: Depending on the commercial usage, many could walk there.
- Looked at trip distribution: 70% destined to Providence Highway and 30% to Washington Street.
- Relatively small impact overall.
- Looked at site distances of the 2 driveways.
- Made recommendations: 25 feet wide driveways, Left turn lane, and a right turn lane, Signs will be set back away from the driveway. Mr. Houston made good comments and he will address them.

Mr. Zahka: Commuter Rail is close, and deductions for people using the train? Mr. Cram: No, he did not take that into consideration.

Tom Houston, Peer Reviewer, Professional Services Corporation was present. He addressed some highlights.

- Hazardous materials, what procedures will be used?
- Requested 3 additional test pits.
- Asked for some cross-sections for the underground infiltration facilities.
- Some surcharging may impact the efficiency.
- Details on the level spreaders, making sure there is no erosion.
- Discrepancies between the peak flows and the table.
- Asked for information on waste management for the dog park.
- Asked for information on the water quality treatment on the site which is for bacteria.
- Height sizing calculations.
- Asked for additional erosion controls.
- Asked for revisions and corrections, TSS calculations.
- Comments on the erosion control provisions.
- Site lighting system.
- Clarification on the internet for solar panels.
- Consultation with the Fire Department.
- Comments on the sanitary usage
- Asked for. A structural engineer to check the stream crossing bridges.
- Carbon Monoxide ventilation and fire protection requirements for the parking garages.
- Traffic Study: Intersection at Everett/Washington Streets projections that the line of vehicles the queue extends and blocks both driveways. Mr. Houston has concerns about this. Suggested that Bayside look into pavement markings that say, 'Don't Block the Driveway'. There are some exceptions and is looking for an opinion.

- Comments on parking management.
- No loading spaces shown on the plan.
- Transportation demand management.
- Recommended a prohibition on heavy construction traffic at busy times.

Board Comments:

- You calculated 1,444 vehicle trips, April 1,318 and then divided 50%, Why the increase? *Mr. Cram: Based on internal shared trips. Whatever is the lowest is the number that we use. It is pretty much standard. 4 to 18 trips. 70/30 ratio?* *Mr. Cram: Did a gravity model to come up with the math. Most will need to take a left, it will cause greater queuing on the property.* *Mr. Cram: The west driveway will have a left and a right turn lane. 2 components to the property: retail/commercial and apartments. Mr.Cram explained how he got to his trip numbers.*
- Thoughts on pavement markings? *Mr. Cram: Yes, they will be a useful mitigation.*
- Parking did you take into account any internal counting? *Mr. Houston: No he did not. What type of retail goes in there will make a difference?*
- Proximity to MBTA, was that in your calculations? *Mr. Cram: We may be able to slightly reduce the numbers.*
- Have you connected with Norwood, who owns the street? *Mr. Cram: It is Norwood's Street. Any thoughts?* *Mr. Cram: there are certain criteria to traffic volume, west site driveway is not enough to have a signal.*
- Lines striping on Everett Street, will stop prior to. We will probably have to petition Norwood. What is the likelihood? *Mr. Cram: It is a possibility, it is a driveway, and primarily used in public ways. Will need to reach out to Norwood.*
- Used to be able to Turn Right on Red, at Washington Street, may be worth looking into. *Mr. Cram: The Town could approach the state, and should consider it.*
- Train station usage, the zoning is based on residents utilizing the train for transportation.
- Can we change the cycling of the lights at Washington Street/Everett Street? *Mr. Cram: Speed is not a factor.*
- Consider a Zip Car station on the property.
- Pick up drop off area for rideshare.
- Looking to get water from Norwood? *Mr. Zahka: That is what is currently on the site.*
- Is there a residence more comparable that we can compare it to?
- The Chair asked about the number of units again, any room. for change? *Mr. Zahka: Still looking into the numbers and the variety of the different size units.*
- We are aware of the Train station and are trying to make the train accessible.
- Bus Stop for school-aged children may be challenging.
- Lowering the density will help with the traffic.

Staff Comments:

Mr. Romulus had a few comments that he wanted to reiterate.

- Solar on the roof.
- Marking at the site intersection-Do Not Block.
- Marking for retail/loading/residential parking.
- Stormwater concerns.
- The Conservation Commission will look at this project on June 28, 2023.
- Pedestrian Bike Safety will look at this project on June 22, 2023.

Public Safety

- We may need to revisit and revive more input from Public Safety.

Public Comments:

- S. Olanoff, 52 Glandore Road, Associate member was present. Encourage people to not have cars. Concerned with loading and delivery. Add a crosswalk, it is not pedestrian friendly.
- Mr. A.Mullin, 126 Pond Street, Chair School Committee. MUMFROD is still new, he is concerned, it is the first development that will have 3-bedroom units. This development will be located close to a brand-new school. Mr. Mullin wants a separate fiscal peer review. With a new school, we need to think of different comparisons. The school wants additional mitigations. Mr. Mullin was speaking for himself, not the school district. He welcomed the developer to join a School Committee meeting. *Mr. Zahka: A fiscal peer review, and reviews the data, that was done. Welcome the opportunity to meet with the School Committee.* *Mr. Petruzzello: The peer review is hand in hand with the school committee, he is on board.* *Ms. Loughnane: Very few Financial Peer Review consultants do this, RKG is one the Town has used and we can request a quote.*
- Kathy Wallace, 283 Farm Lane, typed in chat: Recent parking lot configurations such as CVS and the Main Library have difficult parking layouts with a tight turning radius and small spacing. It is difficult pulling in and

out of those spaces. This proposed development should be sized based on reasonable parking configurations and not how many spaces can be squeezed onto the parcel, especially with the proposed amenities and retail establishments. As mentioned, school bus trips are a concern and could be three times twice each day.

- F. Fusco, 20 Pine Lane. Email. I'm extremely concerned about the drain on the town resources, specifically, the schools, fire, water and police. We were promised a substation for fire and police at University. What happened with that promise? PB needs to seriously take into consideration if \$500,000/year in taxes will cover the increase in students, incidents with Fire & Police Dept and the additional strain on our water wells.

Action Taken:

Motion for Additional Peer Review

Ms. Wynne moved that the Planning Board solicit quotes for Fiscal Peer Review Services to assist in the Board's consideration of the Application for Mixed-use Multi-family Residential Overlay District (MUMFROD) Special Permit and consolidated Earth Material Movement Environmental Impact & Design Review (EMM-EIDR) Approval for 22 Everett Street.

Mr. Ames seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes
Kathleen Wynne-Yes
Joshua C. Ames-Yes
Philip M. Giordano-Yes
Christopher A. Pfaff-Yes

Motion for Continuance

Mr. Ames moved that the Planning Board continue the public hearing for the Mixed-use Multi-family Residential Overlay District (MUMFROD) Special Permit and consolidated Earth Material Movement Environmental Impact & Design Review (EMM-EIDR) Approval for 22 Everett Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on May 24, 2023, to Tuesday, August 8, 2023, at 7:00 pm via Zoom, where a Zoom link and associated call in numbers will be provided on Town's calendar on the homepage at: <https://www.townhall.westwood.ma.us/>.

Ms. Wynne seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes
Kathleen Wynne-Yes
Joshua C. Ames-Yes
Philip M. Giordano-Yes

Continuation of Public Hearing for Environmental Impact & Design Review (EIDR) Approval and Consideration of Special Permit for Reduction of Required Off-Street Parking – 190 Washington Street (continued from 6/6/23)

Peter Zahka was the attorney representing the applicant with him were:

Ken Cram, John Barrows & Joseph Bettencourt,

Mr. Zahka, representing Sky Realty Management, was present. He wanted to clarify the square footage of the building. They recalculated the square footage and these are the calculations:

- 1st floor: 1,905 square feet
- 2nd floor: 1,860

The look of the vestibule has changed based on feedback and the applicant is considering shrinking the size of it and reducing the glass.

The grades have been submitted as well.

Board Comments:

- The grade: Brick to the pavement? Mr. Bettencourt: The stone will go all the way down to create a true base.
- Handicapped? How will people enter the building? Concern navigating to the front door. Mr. Bettencourt: Elevation 127 to 129.2 to get to the front door.

Mr. Zahka: Requested a waiver of a full traffic report and submitted a traffic memo. Would like clear direction from the Planning Board.

Mr. Cram, Bayside Engineering, was present to give a summary of his traffic memo. This project will generate 12 trips in the morning and 13 vehicle trips in the evening. These trips will not upset the overall level of service. A full

traffic study is not warranted for this study. 132 trips over the course of a day 66 cars coming in. There is a bus route, a potential for public transportation as well as the Islington Train Station.

Mr. Tom Houston: He would like the Planning Board's feedback on the traffic study. He asked what the precedence is. He agreed with Mr. Cram that a full traffic study is not necessary.

Board Comments:

- Full Traffic Study is probably not necessary? *Mr. Houston: We know what the results will be, but not sure it is necessary. Will it change the consideration of the project? Not to Mr. Houston.*
- Do we need to decide tonight? *Ms. Loughnane: No, normally granting of waivers are done at the end. There are a couple of waivers, the Board can take them now or all together.*
- Mr. Zahka: Is just looking for direction. The Planning Board is comfortable with waiving this traffic study.

Staff Comments:

Mr. Romulus: Conservation Commission mentioned that this project will require an Administrative Land Disturbance filing.

Public Comments:

None.

Action Taken:

Motion for Continuance

Mr. Ames moved that the Planning Board continue the public hearing for Environmental Impact & Design Review (EIDR) Approval for 190 Washington Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on May 11, 2023, to Tuesday, July 11, 2023, at 7:00 pm via Zoom, where a Zoom link and associated call in numbers will be provided on Town's calendar on the homepage at: <https://www.townhall.westwood.ma.us/>.

Ms. Wynne seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes

Kathleen Wynne-Yes

Joshua C. Ames-Yes

Philip M. Giordano-Yes

Consideration of Request for Release or Reduction in Surety and Request for Recommendation of Street-25-41 Hedgerow Lane

Mr. Zahka was present, with David Spiegel and Matt Smith. There is a Tri-partite agreement and the applicant is looking to release the security because the project is almost complete.

Matt Smith of Norwood Engineering, asked for the release of the project. Landscaping issues were completed last week. The only item that is left is that some grass did not take and it has been replanted. The Planning Board originally approved 87 trees and the applicant is asking to approve extra trees for a total of 98 trees. Additional 11 trees.

Ms. Loughnane stated that there is a modification to replace the landscape plan. Approve landscape plan, is it minor, and it allows for more landscaping. Then the subdivision is complete. As-built plans have been verified by BETA.

Board Comments:

None.

Action Taken

Motion for Minor Modification

Mr. Ames moved that the Planning Board find the proposed modifications to the Landscape Plan for the Westwood Estates Definitive Subdivision to be Minor in nature.

Ms. Wynne seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes

Kathleen Wynne-Yes

Joshua C. Ames-Yes

Philip M. Giordano-Yes

Christopher A. Pfaff-Yes

Motion for Modification of Landscape Plan

Mr. Ames moved that the Planning Board grant the proposed modifications to the proposed modifications to the Landscape Plan for the Westwood Estates Definitive Subdivision, subject to the following conditions:

1. Except as modified by the conditions and findings hereof, the Project shall comply with the Project Plans, and with the conditions of all prior approvals, in all respects.
2. If the Project, or any Condition imposed in this Decision, requires permit, license, or other approval from any board or commission, including the Westwood Conservation Commission, Westwood Zoning Board of Appeals, Westwood Select Board, or any agency of the Town of Westwood, or other regulatory agency of the Commonwealth or the federal government, the Applicant shall make an appropriate application for the same. If any condition of such permit, license, or other approval from any other board, committee, or agency is inconsistent with this Decision, the Applicant shall make application to the Planning Board for an amendment of this Decision, and the Planning Board shall consider such application in accordance with the requirements of the Planning Board Subdivision Regulations.

Ms. Wynne seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes
Kathleen Wynne-Yes
Joshua C. Ames-Yes
Philip M. Giordano-Yes
Christopher A. Pfaff-Yes

Acceptance for the Westwood Estates Definitive Subdivision – 25-41 Hedgerow Lane

Action Taken

Motion to Release of Surety

Mr. Pfaff moved that the Planning Board grant the release of the remaining balance of Three hundred ninety thousand seven hundred and fifteen dollars (\$390,715.00) that is currently reserved under the Tri-Partite Agreement for Westwood Estates - Phase I of which Agreement was entered by and between the Westwood Planning Board, Canton Street Realty Trust, David Spiegel Trustee, and Hometown Bank to secure completion of the work associated with the roadways and installation of utilities for the full project including all phases of construction for the Planning Board's Definitive Subdivision, as described in the Planning Board decision titled "Certificate of Vote Definitive Subdivision Earth Material Movement Special Permit", dated November 1, 2016 and filed in the Office of the Town Clerk on November 15, 2016, with the following condition:

1. That all required landscaping elements, including without limitation, all trees, groundcover and grass, be well-established prior to the Planning Board's consideration of a recommendation in favor of Town Meeting acceptance of Hedgerow Lane.

Ms. Wynne seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes
Kathleen Wynne-Yes
Joshua C. Ames-Yes
Philip M. Giordano-Yes
Christopher A. Pfaff-Yes

Review of Draft Meeting Minutes from June 6, 2023

Upon a motion made by Ms. Wynne and seconded by Mr. Ames, the Planning Board voted in favor (5-0) via roll call vote to adopt the minutes from June 5, 2023 as presented.

Roll Call Vote:

Ellen Larkin Rollings-Yes
Kathleen Wynne-Yes
Joshua C. Ames-Yes
Philip M. Giordano-Yes
Christopher A. Pfaff-Yes

Updates from Agency and Committee Representatives

Mr. Pfaff attended a Long Range Financial Planning meeting. At the meeting 2 subcommittees were created.

- Look into the Community Preservation Act and whether or not to adopt it.

- Facilities Reimagination. Looking at municipal buildings, do they have other purposes? Deerfield School came up. Any recommendations will go to the Select Board.

General Miscellaneous Updates and Administrative Items

None.

Adjournment

Upon a motion made by Ms. Wynne and seconded by Mr. Giordano, the Planning Board voted in favor (5-0) via roll call vote to adjourn at 9:40pm.

Roll Call Vote:

- Ellen Larkin Rollings-Yes
- Kathleen Wynne-Yes
- Joshua C. Ames-Yes
- Philip M. Giordano-Yes
- Christopher A. Pfaff-Yes

List of Documents

Link to Documents [2023/06/20 07:00 PM Planning Board Regular Meeting - Web Outline - Town of Westwood, Massachusetts \(iqm2.com\)](https://www.townhall.westwood.ma.us/departments/community-economic-development/planning-division)

Link to the Planning Board web page: <https://www.townhall.westwood.ma.us/departments/community-economic-development/planning-division>

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| <p>22 Everett Street Everett St 22 - Property Owner Authorization, Westwood Planning Board, 4/12/2023, 1page. Everett St 22 - Turret Height, 1 page. Everett St 22 - Drainage Report, Bohler, 3/22/2023, 189 pages. Everett St 22 - Traffic, Bayside Engineering, 4/13/2023, 342 pages. Everett St 22 - Site Development Plans, Bohler, 3/22/2023, 27 pages. Everett St 22 - Elevations, McKay, 4/11/2023, 7 pages. Everett St 22 - Fiscal Report, Fougere, 4/13/2023, 17 pages. Everett St 22 - Project Narrative, 19 pages. Everett St 22 - Stamped Legal Notice, Westwood Planning Board, 5/11/2023, 2 pages. Peer Review RFQ - Everett St 22 - MUMFROD, Westwood Planning Board, 4/26/2023, 2 pages. Peer Rvw MUMFROD Proj 22 Everett St 2023-0615, Professional Services Corporation, 6/15/2023, 39 pages. Peer Review Contract Providence Hwy 425-SIGNED final, Town of Westwood, 5/8/2023, 10 pages. Everett St 22 - Fiscal Report, Fougere, 4/13/2023, 17 pages.</p> | <p>PDF</p> |
| <p>190 Washington Street Washington St 190 - PB-23-26 Application, Town of Westwood, 5/5/2023, 5 pages. Washington St 190 - Project Narrative, 16 pages. Washington St 190 - Traffic Study, Bayside Engineering, 4/13/2023, 11 pages. Washington St 190 - Stormwater Management Report, Marchionda & Associates, 4/12/2023, 88 pages.</p> | <p>PDF</p> |
| <p>425 Providence Providence Hwy #425 - legal notice, Westwood Planning Board, 1 page. Detailed Project Description, Independence Engineering, 3/8/2023, 1 page. Stormwater Report Report, Independence Engineering, 3/2023, 89 pages.</p> | <p>PDF</p> |
| <p>25-41 Hedgerow Lane Hedgerow Ln 40 - 2016 Landscape Plan, KDTurner Design, 12/22/2016, 3 pages. Hedgerow Ln 40 - 2016 Site Plan, Norwood Engineering, 12/12/2016, 16 pages. Hedgerow Ln 40 - Description of Changes, Norwood Engineering, 5/24/2023, 1 page. Hedgerow Ln 40 - Site Plan with Changes, Norwood Engineering, 5/23/2023, 1 page.</p> | <p>PDF</p> |