

RECEIVED

By Town Clerk at 4:07 pm, Jan 31, 2024

**Westwood Planning Board Minutes
Tuesday January 9, 2024
7:00 p.m.
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 January 9, 2024 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 7:00p.m. The remote meeting was video recorded by Westwood Media Center and was available on Comcast channel 6, 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: Elijah Romulus, Town Planner, Nora Loughnane, Director of Community & Economic Development, Amanda Wolfe, Housing & Land Use Planner and Jessica Cole, who recorded the meeting minutes.

Consideration of Proposed Approval Not Required (ANR) Plan for 800 Clapboardtree Street

Jake Conca of Xaverian Brothers High School was present along with his engineer Kraig Kilpatrick. One of the conditions of the Plan for 800 Clapboardtree Street project was for the engineer and his team to come back to the Planning board with an ANR plan. Mr. Romulus stated that he had discussed the ANR with the engineer and made some changes that were requested.

Board Comments:

None.

Action Taken:

Motion to Endorse ANR Plan:

Ms. Wynne moved that the Planning Board find the Approval Not Required Application for 800 Clapboardtree Street, dated January 2, 2024, to be complete, and that the Board vote to endorse the submitted plan as not requiring approval under the Subdivision Control Laws.

Mr. Ames seconded the motion.

Roll Call Vote:

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

Consideration of Proposed Approval Not Required (ANR) Plan for 909 High Street

Mr. Romulus gave a brief background of the ANR, and stated that the plan needed to be updated and has been speaking with the applicant and new plans will be prepared by the next meeting in January.

Mr. Romulus suggested that the Planning board vote to not endorse and continue to the next meeting.

Action Taken:

Motion to not Endorse ANR Plan:

Mr. Ames moved that the Planning Board find the Approval Not Required Application for 909 High Street, dated May 9, 2023, to be incomplete, and that the Board vote to not endorse the submitted plan under the Subdivision Control Laws.

Ms. Wynne seconded the motion.

Roll Call Vote:

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

APPROVED 1/30/24

Westwood Planning Board Minutes-1/9/2024

Page 1 of 5

RECEIVED

By Town Clerk at 4:07 pm, Jan 31, 2024

Public Hearing for Zoning Bylaw and General Bylaw Amendment Articles for May 2024 Annual Town Meeting, including:

Ms. Rollings read the Public Hearing notice into the record.

The Housing Partnership joined the Planning Board meeting.

Catherine Levine

Joseph Previtara

Michael McCusker

Christopher A. Pfaff (Planning Board liaison)

Ms. Loughnane presented a PowerPoint presentation and went through it.

Potential Amendments to Zoning Bylaw & Zoning Map Amendments Relative to Mixed-Use & Multi-Family Residential Overlay District

Need 870 units within the MUMFROD area.

Ms. Loughnane went through the current MUMFROD Overlay District and the MBTA Community Guidelines.

Ms. Loughnane then discussed 3 proposed options.

There was a Planning Board discussion on land

Board Comments:

- Do we need to choose Option A, B or C first? *There was a discussion on how to proceed.*
- Mr. Pfaff liked ground floor commercial.
- Ms. Rollings liked ground floor commercial in some locations, not just any area.
- Ms. Wynne liked Option C, it has the most flexibility.
- Mr. Ames likes ground floor commercial.
- There was a discussion about by-right. There are still requirements and oversight. The by-right is that you cannot remove housing from the proposal.
- The majority of members wanted density to be 15, 20 & 35 units per acre. For low-medium-high.
- Mr. Ames wanted to minimally impact traffic.
- Discussing the final list of parcels in Town to get to a minimum of 50 acres to comply with State Law.
- Most Board members do not want to rezone residential lots.

Ms. Loughnane summarized: (8:03 p.m.)

4 different MUMFROD Districts. It will be drafted so that the Low Density is 15 units per acre, Medium Density is 20 units per acre, High Density is 35 units per acre and the Ground Floor Residential MUMFROD 4 is 15 units per acre. The Everett Street parcel will be Medium Density and University Station parcels into the High Density District. All will be posted to the Town website. There will be several hearings. Final parcel decisions will happen at the February 13, 2024 meeting.

Public Comments:

- N. Milosavljevic-Fabrizio, 32 Webster typed in chat: Has the communication from the state agency denying the existing units on University Avenue (Gables and Pulte) be counted towards the 870 units been published to the website for public consumption? *Ms. Loughnane: Not sure of the communication, it is described in the guidelines.*
- N. Milsoavlijevic-Fabrizio, 32 Webster typed in chat: Are the 500+ parcels owned by Westwood and under the control of Hale Education under consideration for this proposed new zoning? *Ms. Loughnane: No, it is under 100, and not recommended, but the Board can consider it.*
- N. Milsoavlijevic-Fabrizio, 32 Webster typed in chat: Is anyone thinking about traffic Mitigation in the areas Ms. Wynne is speaking about? *It is no longer being discussed. Ms. Loughnane: Guidelines require a traffic submittal.*
- N. Milsoavlijevic-Fabrizio, 32 Webster typed in chat: Why do I have to wait until the next meeting to access information? *Ms. Wolfe: They are still in draft form and not in a format that can be viewed live at a meeting. Maps are being created.*
- F. Fusco, 20 Pine Lane typed into chat: Wanted clarification. It is my understanding that 25 acres do not have to be re-zoned a ½ mile from a train or bus stop? 25 acres could be re-zoned anywhere else in Westwood. *Ms. Loughnane: We need a minimum of 50 acres, 25 acres need to be ½ mile from the train station.*
- P. Braren, 241 Pond Street typed into chat: When is the next meeting that we will see the maps? *Ms. Loughnane: Before the meeting on January 30, 2024.*

APPROVED 1/30/24

Westwood Planning Board Minutes-1/9/2024

Page 2 of 5

- N. Milosavljevic-Fabrizio, 32 Webster typed in chat: Isn't each town considered on a case by case basis? *Ms. Loughnane: Each town has a specific target goal. All is calculated town by town. I am asking for full transparency.*
- F. Fusco, 20 Pine Lane typed into chat: Can the five acres at First Parish, which Westwood purchased, be considered for the rezoning? *Ms. Loughnane: Cannot consider Town or state-owned property unless signed off by the Select Board.*
- N. Milosavljevic-Fabrizio, 32 Webster typed in chat: Does this mean the Select Board needs to have a firm plan if Hale is considered? *Ms. Loughnane: The State would probably not accept land at Hale Education.*
- N. Milosavljevic-Fabrizio, 32 Webster typed in chat: They are not. However, right now that land is eligible. The discussion should not end here. Westwood will have to pay \$10 million. If Hale is so desperate for cash, Hale can sell a few acres for development.
- F. Fusco typed into chat: But if we are paying them \$10 million, I would think some agreement could be made to rezone what we are paying for. It seems quite unfair to pick neighborhoods versus undeveloped land, which we will pay for but not own.

Mr. Romulus noted that the discussion was getting beyond the scope of the hearing.

Potential Amendments to Zoning Bylaw & Zoning Map Amendments Relative to Wireless Communication Facilities

Board Comments:

- Board members are comfortable with the concept of the potential amendment.

Ms. Loughnane then shared Draft language for Article 2.

Public Comment:

- Michael A. Fenton, Attorney, 1441 Main Street, Springfield, MA was present. Comment on the language. The language on the setback. Consider entertaining different language. He would prefer 10 feet from the building edge instead of 10 feet from the interior parapet. *Ms. Loughnane: it is about if the Planning board wants to see the stealth enclosures or not. Will keep in mind going forward.*

Potential Amendments to Zoning Bylaw Amendments Relative to Definitions

Revised definitions and illustrations.

Ms. Loughnane read the proposed draft suggestions.

Public Comments:

None.

Potential Amendments to Zoning Bylaw Amendment Relative to Zoning Map References for Overlay Districts

Ms. Loughnane stated that we have many overlay districts in Town. The Town will remove the addresses and parcel numbers.

Public Comments:

None.

Potential Amendments Relative to Accessory Apartments

It has always been measured by gross floor area. The Building Commissioner wants this change to make it clear by adding "gross".

Public Comments:

None.

Potential Amendments to General Bylaws Relative to Solid Waste

Adding language and amending it slightly.

Board Comments:

- Did the Board of Health address this? *Ms. Loughnane will follow up with the Board of Health.*

Public Comments:

None.

Potential Housekeeping Amendments to Zoning Bylaw

If needed.

RECEIVED

By Town Clerk at 4:07 pm, Jan 31, 2024

Board Comments:

- Can we make adjustments to our lists? *Ms. Loughnane: Yes. ASAP please so the maps can be produced. Mr. Romulus suggested by Tuesday Jan 16, 2024 at 10 a.m.*
- The Planning Board agreed on Option C.
- We need 33.84 acres.
- 9 within ½ mile and 25 acres outside the ½ mile.
- Need 406 units of capacity.

Public Comments:

- F. Fusco 20 Pine Lane, typed into chat: Where on 109 would you be looking at to rezone? *Ms. Loughnane: Planning Board members suggested a few different locations but in the Flexible Multiple Use Overlay Districts*

Action Taken:

Motion for Continuance

Mr. Pfaff moved that the Planning Board continue the public hearing for the Public Hearing for Zoning Bylaw and General Bylaw Amendment Articles for May 2024 Annual Town Meeting, to Tuesday, January 30, 2024, at 7:00 p.m. 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
Joshua C. Ames-Yes
Philip M. Giordano-Yes
Christopher A. Pfaff-Yes
Kathleen Wynne-Yes

Review of Draft Meeting Minutes from December 19, 2023

Upon a motion made by Ms. Wynne and seconded by Mr. Pfaff, the Planning Board voted in favor (5-0) to accept the minutes from December 19, 2023 as presented.

Roll Call Vote:

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

Updates from Agency and Committee Representatives

None.

General Miscellaneous Updates and Administrative Items

Mr. Romulus stated that the Notice of Decision for 22 Everett Street is at the Police Station for signature.

Upcoming Board Meetings:

FinCom Article Sponsors Meeting: January 16, 2024

Special Town Meeting: January 17, 2024

January 30, 2024 & February 13, 2024

Adjournment

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 adjourn at 9:15pm.

Roll Call Vote:

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

List of Documents

Link to Documents: [2024/01/09 07:00 PM Planning Board Regular Meeting - Web Outline - Town of Westwood, Massachusetts \(igm2.com\)](https://www.townhall.westwood.ma.us/2024/01/09/07:00-PM-Planning-Board-Regular-Meeting-Web-Outline-Town-of-Westwood-Massachusetts-igm2.com)

APPROVED 1/30/24

Westwood Planning Board Minutes-1/9/2024

Page 4 of 5

RECEIVED

By Town Clerk at 4:07 pm, Jan 31, 2024

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

800 Clapboardtree St Clapboardtree St 800 - Plan, Welch Associates Land Surveyors, 12/29/2023, 1 page. Clapboardtree St 800 - Plan R1, Welch Associates Land Surveyors, 1/2/2024, 1 page.	PDF
909 High St High St 909 - Site Plans, D. O'Brien Land Surveying, 5/9/2023, 1 page. 909 High Street - ANR Town Planner Review, Westwood Planning Board, 1/4/2024, 2 pages.	PDF
Zoning Bylaw Amendments May 2024 Proposed Bylaw Amendments 2023-12-20 - Long Form Notice, Westwood Planning Board, 12/20/2023, 17 pages. May 2024 Proposed Bylaw Amendment Notice 2023-01-09 - Short Form, Westwood Planning Board, 12/20/2023, 2 pages. Section 9.9 MUMFROD Bylaw, 13 pages. Potential MUMFROD Expansion Data, 1 page. Property Scoring Cards 11-30-2021 PB Zoning Amendment Presentation 120523, Planning Board, 12/5/2023, 21 pages. PB Zoning Amendment Presentation to Fincom 120623, Planning Board, 12/6/2023, 19 pages. MUMFROD Helpful Links, 1 page.	PDF
Review of Draft Meeting Minutes from December 19, 2023 12-19-2023 PB Minutes - draft, 8 pages.	PDF

APPROVED 1/30/24

Westwood Planning Board Minutes-1/9/2024

Page 5 of 5