

**Westwood Planning Board Minutes**  
**Tuesday, February 13, 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 February 13, 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 7:03 p.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](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 (joined late) and Kathleen Nee.

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.

**Review Street Acceptance Requests Submitted for Annual Town Meeting: Ellis Street, Porter Street, and Hedgerow Lane**

Mr. Romulus was not able to confirm if the requirements were done correctly. He needs to verify they are up to Town standards.

Board Comments:

- Does it comply with Town Select Board standards? *Mr. Romulus: Should be able to get to FinCom in time. Hedgerow Lane may not be up to standards. Ms. Loughnane: Can probably get to Town Meeting, but may not make it before May 6th. They need to let us know the landscaping is correct, the grass in particular. Will need to explain to the Select Board, just need to confirm that the grass is ready.*

Action Taken:

Motion For Street Acceptance Recommendation:

Mr. Ames moved that the Planning Board continue the following roadways for street acceptance at the May 2024 Annual Town Meeting, Ellis Street (a portion of), and Porter Street (a portion of) to a virtual zoom meeting of the Planning Board on Tuesday March 12, 2024, beginning at 7:00p.m. .

Ms. Nee seconded the motion.

Roll Call Vote:

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

Mr. Ames moved that the Planning Board defer recommendation on the proposed acceptance of Hedgerow Lane at the May 2024 Annual Town Meeting until such time as the developer affirmatively demonstrates to the satisfaction of the Board that all required landscaping elements, including without limitation, all trees, groundcover and grass, be well-established in accordance with the Planning Board's June 20, 2023 vote to release surety for this Definitive Subdivision development.

Ms. Nee seconded the motion.

Roll Call Vote:

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

**Public Hearing for Zoning Bylaw and General Bylaw Amendment Articles for May 2024 Annual Town Meeting (continued from 1/30/24), including:**

- Potential Amendments to Zoning Bylaw & Zoning Map Amendments Relative to Mixed-Use & Multi-Family Residential Overlay District
- Potential Amendments to Zoning Bylaw & Zoning Map Amendments Relative to Wireless Communication Facilities
- Potential Amendments to Zoning Bylaw Amendments Relative to Definitions
- Potential Amendments to Zoning Bylaw Amendment Relative to Zoning Map References for Overlay Districts
- Potential Amendments Relative to Accessory Apartments
- Potential Amendments to General Bylaws Relative to Solid Waste
- Potential Housekeeping Amendments to Zoning Bylaw

The Housing Partnership was present.

Mike McCusker, Mr. Pfaff, and Joan Courtney Murray

Ms. Loughnane stated that there are no proposed changes to most of the articles, only the MUMFROD article.

Ms. Loughnane had some changes that the Town was recommending. She rewrote the affordability requirements of the article and added a new definition for the Affordable Housing/Affordable Dwelling Units.

Board Comments:

- Is there a difference between Affordable Housing & Affordable Dwelling? *Ms. Loughnane: The terms refer to the same thing.*
- If building within the MUMFROD zone, you need to comply with the MBTA Communities Law.
- Mr. Romulus read: In section 3A there is a subsection that states The Department of Housing and Community Development in consultation with the MBTA and MassDOT shall promote guidelines to determine if an MBTA community is in compliance with this section.
- Ms. Loughnane believes that the Town will do the fiscal studies if there is a proposal.

The Planning Board then discussed the parcels.

McCusker and his committee came up with a consensus to agree with Option 3 for their recommendation to the Planning Board.

Ms. Wolfe stated that Option 3 is the one labeled strongly suggested.

Mr. Romulus did a summary of the parcels that were discussed at the January 30th meeting.

Mr. McCusker said that the Housing Partnership discussed extensively the properties on Washington Street. A lot of discussion about Westwood Glen.

Board Comments:

- Some members were against the Washington Street parcels. There has been so much opposition.
- Our understanding is that they do not need to be contiguous if mixed-use.
- Ms. Wolfe discussed how adding Washington Street would add to the connectivity.
- Unless the buildings are sold together on Washington Street you will not get a comprehensive project. They have been rezoned to attract development.
- Consensus by the Planning Board is imperative for Town Meeting and FinCom
- Mr. Romulus wanted to be on the record that the Town does not have any developers with any plans. Wants to add more affordability at Westwood Glen.
- 700 Canton Street the neighborhood is very concerned.
- Is it supposed to be part of traffic mitigation? *Ms. Loughnane: This parcel has a restriction on it. The Town can acquire the parcel if needed for an alternate intersection design. If they need to change the traffic at the intersection of University Avenue and Canton Street to direct traffic off of Canton Street and through to Harvard Street. The Town has a 15-year period development agreement. This parcel is not available for immediate development. It was just a discussion. The Town could consider alternate traffic plans. If there was a proposal, it would be very costly.*
- There is not a consensus about Westwood Glen.
- Islington residents are concerned about more housing on Washington Street. Some members are against the parcels on Washington Street.
- The Board wanted to add Allied Drive parcels and remove 700 Canton Street and Westwood Glen.

Public Comments:

- M. Collins White, 680 Canton Street typed in chat: Given the current atmosphere surrounding Canton St. do we feel it is wise to recommend rezoning for 700 Canton Street, given there are other options available? *Ms. Rollings: We are sensitive to those concerns.*
- S. Weller, 48 Clapboardtree Street typed in chat: I appreciate what has been a robust and thoughtful discussion from the planning Board so far. My query here may be 'small potatoes'. I am wondering how much consideration the board has given to 555-561 High Street, the Westwood Professional Building for inclusion MUMFROD 4. (This is the office building adjacent to BarCino formally Chiara.) While other potentially tired portions of High Street are being considered for MUMFROD 4, might consideration of 555-561 High Street be worthwhile as well? The existing property does not seem to fit the character of nearby residential and commercial buildings, or of our civic buildings. I think MUMFROD 4 zoning may make the property a more attractive compliment to nearby properties and values. I may certainly be missing something on this particular property though, or the board may wish to stay focused on meeting the requirements of the MBTA Communities Law and the state without including this for consideration. *Ms. Rollings is open to that discussion. Some of it can be institutional, doctor's offices.*
- F. Fusco, 20 Pine Lane typed in chat: I strongly feel the rezoning should not be spot zoned only in Islington! The state changed the mandate so acres can be zoned in an area other than a rail or bus stop. The Planning Board needs to make this a priority and put the other acres somewhere other than Islington. The town has five acres behind First Parish and Westwood High School. Maybe the town can rezone there? The land has been sitting idle for years. *Ms. Rollings: It is owned by the town or the school. It was purchased at Town Meeting to be used for the schools. It may fall under institutional. The property is landlocked, there is no frontage.*
- S. Weller, 48 Clapboardtree Street typed in chat: I will also add for consideration 705 High St.(Santander Bank). If you are looking for slight additional capacity that has some adjacencies to other included properties. I think the value of this property potentially falls short of its size and potential and it exists in a highly visible location in town. *It is a full acre.*
- F. Fusco, 20 Pine Lane typed in chat: Has consideration been given to the Lowder Brook area? *Ms. Rollings stated yes it was discussed.*
- F. Fusco, 20 Pine Lane typed in chat: Is anyone concerned about the 850 units and if our infrastructure can support all this? *Ms. Rollings: It has been a concern. Mr. Ames: Largest concern about the spreading, we should balance it out. Not as bad as it looks/sounds.*
- L. Petrozzi, sent in a letter that is online. Asking the Planning Board to reconsider Blue Hills Avenue parcels. *Ms. Rollings: The residents in that neighborhood had serious concerns, Ms. Rollings is not in favor of them.*

Ms. Wolfe stated that the parcels behind the high school are considered institutional.

Ms. Rollings polled the Planning Board regarding the parcels, and asked if the Planning Board is comfortable with moving this proposal forward?

All Planning Board members were comfortable with the proposal of 65 acres and 946-unit capacity.

Ms. Loughnane stated that if the Planning Board is comfortable, she will add the parcels into the draft article. Ms. Loughnane read the Affordable Requirements.

Action Taken:

Motion for Recommendation to Finance and Warrant Commission:

Ms. Nee moved that the Planning Board recommend Finance & Warrant Commission support of the Zoning Bylaw Amendment Warrant Article #1 as drafted and revised this evening,

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 Nee-Yes

Article 2

Ms. Loughnane read through the draft article.

Board Comments:

- Any feedback from Public Safety? *Mr. Romulus stated that the Fire is in favor of expanding the services.*

Public Comments:

None.

Action Taken:

Motion for Recommendation to Finance and Warrant Commission:

Mr. Ames moved that the Planning Board recommend Finance & Warrant Commission support of the Zoning Bylaw Amendment Warrant Article #2 as drafted and revised this evening.

Ms. Nee seconded the motion.

Roll Call Vote:

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

Article 3

Ms. Loughnane went through the definitions briefly.

Board Comments:

None.

Public Comments:

None.

Action Taken:

Motion for Recommendation to Finance and Warrant Commission:

Mr. Ames moved that the Planning Board recommend Finance & Warrant Commission support of the Zoning Bylaw Amendment Warrant Article #3 as drafted and revised this evening.

Ms. Nee seconded the motion.

Roll Call Vote:

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

Article 4

Ms. Loughnane briefly went through the article.

Board Comments:

None

Public Comments:

None

Action Taken:

Motion for Recommendation to Finance and Warrant Commission:

Ms. Nee moved that the Planning Board recommend Finance & Warrant Commission support of the Zoning Bylaw Amendment Warrant Article #4 as drafted and revised this evening.

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 Nee-Yes

Article 5  
Added 'gross' to the draft article.

Board Comments:  
None

Public Comments:  
None

Action Taken:

Motion for Recommendation to Finance & Warrant Commission:

Ms. Nee moved that the Planning Board recommend Finance & Warrant Commission support of the Zoning Bylaw Amendment Warrant Article #5 as drafted and revised this evening.

Mr. Pfaff seconded the motion.

Roll Call Vote:

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

Article 6  
dumpsters, dumpster maintenance, temporary dumpsters.

Board Comments:  
None

Public Comments:  
None

Action Taken:

Motion for Recommendation to Finance and Warrant Commission:

Mr. Ames moved that the Planning Board recommend Finance & Warrant Commission support of the Zoning Bylaw Amendment Warrant Article #6 as drafted and revised this evening.

Mr. Giordano seconded the motion.

Roll Call Vote:

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

Ms. Nee moved that the Planning Board withdraw Zoning Bylaw Amendment Warrant Article 7 from consideration by the Select Board for Annual Town Meeting.

Mr. Pfaff seconded the motion.

Roll Call Vote:

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

Motion to Continue:

Ms. Nee moved that the Planning Board continue the public hearing for consideration of proposed Zoning Bylaw Amendment and General Bylaw Amendment were articles to an in-person meeting of the Planning Board on Tuesday, February 27, 2024 in the Main Library Community Meeting Room at 660 High St., Westwood, MA beginning at 7 p.m.

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 Nee-Yes

**Review of Draft Meeting Minutes from January 30, 2024**

Upon a motion made by Ms. Nee and seconded by Mr. Pfaff, the Planning Board voted in favor (4-0-1) to accept the minutes from January 30, 2024 as presented.

Roll Call Vote:

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

**Updates from Agency and Committee Representatives**

Ms. Rollings Canton Street working group, it was an informational session. Spoke about things to consider. Next meeting will be a working group meeting. Mr. Pfaff has had questions about the signage on Canton Street, signage bylaws. Yard signs made up by residents. Nora: A question for the Building Commissioner.

Mr. Rollings: CRS Plan he is currently finishing up a draft and getting a team to review it. The Climate Action Task force will meet in April and is working with the Tufts Grad team, as an exploratory report. April 11th meeting.

**General Miscellaneous Updates and Administrative Items**

Upcoming Board Meetings:

March 12, 2024, April 2, 2024

FinCom Article Initial Public Hearing: February 27 & 28, 2024

**Adjournment**

Upon a motion made by Ms. Nee and seconded by Mr. Pfaff, the Planning Board voted in favor (5-0) via roll call vote to adjourn at 10:13p.m.

Roll Call Vote:

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

**List of Documents**

Link to Documents: [2024/02/13 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>

<b>Review of Street Acceptance Requests Submitted for Annual Town Meeting: Ellis Street, Porter Street, and Hedgerow Lane</b>	PDF
<b>Public Hearing for Zoning Bylaw and General Bylaw Amendment Article for May 2024 Annual Town Meeting (continued from 1/30/24)</b> Planning Division Suggestions 200224, Excel Spreadsheet, 4 sheets. MUMFROD Expansion Parcel List - Full Consensus of Board Members - 013024, Excel Spreadsheet, 2 sheets. 2024 Public Hearing Notice 2023-02-01 (Revised Article), Westwood Planning Board, 2/1/2024, 16 pages. Board of Health Dumpster Regulations 2024 Update, Westwood Board of Health, 2/1/2024, 4 pages. MUMFROD Expansion Warrant Article - 020924 Draft (Revision 2), 2/9/2024, 7 pages. May 2024 Proposed Bylaw Amendment Notice 2024-02-01 - Long Form (Revision 1), Westwood Planning Board, 2/1/2024, 16 pages.	PDF

**Received March 18, 2024@2:50PM**  
**By:Westwood Town Clerk**

<p>May 2024 Proposed Bylaw Amendments 2023-12-20 - Long Form Notice, Westwood Planning Board, 12/20/2023, 17 pages.</p> <p>May 2024 Proposed Bylaw Amendment Notice 2023-01-09 - Short Form, Westwood Planning Board, 12/20/2023, 2 pages.</p> <p>MUMFROD Helpful Links (1/30/24 Meeting Update), 1 page.</p> <p>PB Warrant Article Presentation to FinCom 011624, Westwood Planning Board, 1/16/2024, 29 pages.</p> <p>PB Zoning Amendment Presentation 120523, Planning Board, 12/5/2023, 21 pages.</p> <p>PB Zoning Amendment Presentation to FinCom 120623, Planning Board, 12/6/2023, 19 pages.</p> <p>Public Comment - Petrozzi, Wall Street Development Corp., 2/11/2024, 8 pages.</p>	
<p><b>Review of Draft Meeting Minutes from January 30, 2023</b></p> <p>01-30-24 PB Minutes - draft</p>	PDF