



May 14, 2024

Received May 29, 2024@4:13pm
By: Westwood Town Clerk

**Westwood Planning Board Minutes
Wednesday April 24, 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 April 24, 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 7:01 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. 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 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.

Consideration of Request for One-Year Extension of Special Permit for Modification of University Station Master Development Plan (MDP) Granted by the Planning Board on April 12, 2022, Affecting a Portion of Development Area A on the Modified Master Development Plan Involving Property Now Known as 100 Station Drive

Ms. Loughnane gave a brief history. The Special Permit is valid for 2 years and the applicant is still working out the details, they sent a letter requesting a 1-year extension, up until April 12, 2025. The reason is that they have been unable to construct the project due to the cost of the project.

Action Taken:

MOTION FOR EXTENSION:

Ms. Nee moved that the Planning Board grant a one-year extension of the University Station Master Development Plan (MDP) Special Permit Approval which was granted to 200 Station Owner LLC for the development of a five-story 75,000 sf hotel building at 100 Station Drive on April 12, 2022 so that the MDP Special Permit Approval remains valid through April 12, 2025.

Mr. Ames seconded the motion.

Roll Call Vote:

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

Continuation of Public Hearing for Consideration of a Limited Environmental Impact & Design Review (EIDR) to construct an Addition to a Private School Building with Parking Alterations at 1054 High Street (continued from March 12, 2024)

Applicants team that were present:

Tom Neal, Deborah Howe, Mary Beth Claus Tobin.

Mr. Neal discussed the site plan and landscape plan.

He discussed the adjustments of parking spots including accessible spots.

Board Comments:

- Accessible spots, is there a rail or bollards? *Mr. Neal: Yes, there is a wheel stopper.*
- The ramp, does that comply with ADA grade? *Mr. Neal: Yes, it does.*
- Has BETA seen the ramp redrawn. *Mr. Romulus: No, they have not.*
- Are the setbacks correct for the ADA spaces? *Mr. Romulus: Yes.*
- The walkway is a different material than the parking lot.
- River Birch is a rare tree in MA, would feel better with a gray birch or yellow birch tree.
- Fragrant sumac, debate if it is a native. Sensitive because it is so close to wetlands. Red or black chokeberry instead. *Ms. Howe was concerned with the size of the chokeberry that is why she chose the fragrant sumac.*

- Ms. Rollings would be open to other suggestions, not totally opposed to the Fragrant Sumac.
- Stormwater runoff, happy with where we are at, any concerns? *Mr. Romulus: Proposed drain connection, which has been met.*

Staff Comments:

- Ms. Wolfe asked about fragrance sumac and the Conservation Agent felt it was a good choice.
- Mr. Romulus did propose some motions that reflected comments from BETA.

Public Comments

None.

Action Taken:

MOTION FOR WAIVERS:

Mr. Ames moved that the Planning Board grant the following waivers in association with the application for Limited Earth Material Movement Environmental Impact & Design Review (EMM-EIDR) for the Tobin School at 1054 High Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on September 13, 2023.

1. Waiver from strict compliance with Section 7.3.7.2 of the Westwood Zoning Bylaw requiring the submission of an Exterior Lighting Plan
2. Waiver from strict compliance with Section 7.3.7.3 of the Westwood Zoning Bylaw requiring the submission of a full Traffic Study to allow for acceptance of the submitted summary Traffic Analysis.
3. Waiver from strict compliance with Section 7.3.7.7 of the Westwood Zoning Bylaw requiring the submission of a presentation model.

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

MOTION FOR LIMITED EARTH MATERIAL MOVEMENT ENVIRONMENTAL IMPACT & DESIGN REVIEW (EMM-EIDR):

Ms. Nee moved that the Planning Board grant the Limited Earth Material Movement Environmental Impact & Design Review (EMM-EIDR) for the Tobin School at 1054 High Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on September 13, 2023, subject to the following conditions:

1. Except as modified by the conditions and findings hereof, the Project shall comply with the Project Plans, in all respects, and the Applicant shall pursue completion of the project with reasonable diligence and continuity.
2. If the Project, or any Condition imposed in this Decision, requires any other permit, license, or other approval from any board or commission, 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 and shall obtain all required approvals prior to the start of any work. 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 M.G.L. Chapter 40A §9 and all applicable Planning Board rules and regulations.
3. Any proposed alterations, modifications, deletions or changes to the Limited Earth Material Movement Environmental Impact & Design Review (EMM-EIDR) shall be requested in writing to the Town Planner and Building Commissioner prior to implementation. Proposed alterations which are considered de minimis by the Building Commissioner may be accepted as a note to the file. Proposed alterations which are considered minor by the Building Commissioner shall require the filing of an Application of Modification of said approval for review by the Planning Board at a publicly posted Planning Board meeting. Proposed alterations which are determined to be major by the Building Commissioner or by the Planning Board, shall be considered by the Planning Board as a formal Amendment to the approval and will require a new public hearing before the Planning Board.
4. Prior to the issuance of a Building Permit the Applicant shall submit a fully revised set of site plans and updated Operations & Maintenance Plan (O&M Plan) addressing all remaining comments in the Memorandum from Philip

Paradis, Jr., PE, LEED AP, CPSWQ of BETA Group, Inc., to the Westwood Planning Board dated December 18, 2023. Said fully revised set of site plans shall be reviewed by the Town Planner and approved if consistent with all of the above.

5. Prior to the issuance of a Building Permit the applicant shall submit a final Landscaping Plan indicating all Massachusetts native plantings. Said final Landscape Plan shall be reviewed by the Town Planner and approved if consistent with the direction given by the Planning Board in the course of the public hearing.

6. There shall be no entering/exiting/parking of vehicles along the portion of the property abutting Lake Shore Drive

7. All Project-related construction activities shall comply with the timeframes set forth in the Town's General Bylaws Chapter 292, for Noise and Construction, which allow such work Monday through Saturday between the hours of 7:00 a.m. and 7:00 p.m., and Sunday between the hours of 12:00 p.m. and 7:00 p.m.

8. All trucks carrying earth material to or from 1054 High Street shall be required to access the Property via High Street and Lake Shore Drive, however, no trucks associated with the Project shall be permitted to travel on the portion of Lake Shore Drive that is south of the southernmost lot line of the Property, nor shall said trucks be permitted to travel on any other non-arterial road in Westwood. Said trucks shall be prohibited from entering or exiting the Property between the hours of 7:00 a.m. and 9:00 a.m., and between the hours of 4:00 p.m. and 6:00 p.m. Mondays thru Fridays.

9. Any trucks delivering or removing materials shall be covered as to prevent said material from spilling onto the public roadway and any spilled material shall be cleaned from Washington Street and any other roadways traveled in the transport of earth material to and from the site.

10. The existing pavement on High Street and Lake Shore Drive shall be protected from damage from loading and unloading of material and/or equipment related to the proposed construction.

11. There shall be no substandard or hazardous fill material used with this Project. Prior to the import of any earth material, the Applicant shall submit certification to the Town Planner and Building Commissioner from the company providing said material, stating that the material does not contain any hazardous material.

12. All chemicals used during construction shall be located in a designated containment area and shall be located on an impervious surface designed to prevent the discharge of contaminated run-off into the soil or groundwater.

13. The Applicant shall promptly repair any damage which the Applicant or its agents cause to sidewalks, street pavement, signs, or other fixtures or features within the public right-of-way, after first obtaining permission from the Town Department of Public Works or Massachusetts Department of Public Works. Such repairs shall be performed to Town of Westwood standards.

14. All landscaping approved herein shall be installed at the earliest possible date, but only during the spring growing season running from April 15 thru June 15 or during the fall growing season running from September 15 thru November 15. Any plantings that do not survive shall be replaced in-kind in perpetuity at the Property Owner's expense.

15. The Applicant shall obtain approval by the Town Planner for any signage not included in this Application and shall obtain all required Signage Permits from the Building Division prior to installation.

16. A copy of this Decision and the Project Plans shall be kept on the Project Site at all times during construction.

17. This EMM-EIDR shall lapse if a substantial use thereof or construction thereunder has not begun, except for good cause, within two (2) years following the grant thereof. The Planning Board may extend such approval, for good cause, upon the written request of the Applicant. In the case of this Approval, the term "substantial use thereof or construction thereunder" shall mean the commencement and substantial continued progress of the approved activity.

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

MOTION TO CLOSE PUBLIC HEARING:

Ms. Nee moved that the Planning Board close the Limited Earth Material Movement Environmental Impact & Design Review (EMM-EIDR) public hearing for the proposed building expansion and associated off-street parking lot at 1054 High Street.

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

Public Hearing for Environmental Impact & Design Review (EIDR) of Dedham-Westwood Water District (DWWD) White Lodge PFAS Treatment Expansion at 154 University Avenue

Ms. Rollings read the public notice.

Applicant team present:

Allie Goldberg, Brian McCusker, Blake Luke's, Steve Locke, Arron Guazzaloca & Edward Richardson.

Ms. Goldberg introduced the members of her team and discussed the project.

Important project for Westwood and Dedham Westwood.

Mr. Guazzaloca gave an overview of the proposal, a treatment facility addition.

Mr. McCusker discussed the specifics of the addition.

Staff & Board Comments:

- Mr. Romulus will need a peer reviewer for this project.
- Landscaping plan, there was no species list. Please add this to the plan. *Ms. Goldberg: Will add for the next meeting.*
- Mr. Romulus discussed the status of this institution, and we did get a response from Town Counsel that this proposal is subject to Westwood Zoning. There are still conversations happening.
- Zoning mentioned to file for a variance to the Zoning Board of Appeals for all forms of relief that are noted with the Building Commissioner.
- The Building Commissioner noted that the proposal will require a variance to be granted by the Zoning Board of Appeals pursuant to Section 1.4 of the Westwood Zoning Bylaw, section 5.2.1 requires that a structure in the Industrial zoning district be set back at least 50 feet from the nearest street line. This parcel does not have frontage on any town right of way, the closest street is University Avenue.
- Water Overlay Protection District. Do they need to go to the Conservation Commission? *Mr. Romulus: Yes. Mr. Guazzaloca has already applied for Land Disturbance.*
- Mr. Richardson cited case law to explain their position that the District is exempt from zoning. There is a special statute. It is exempt, He will discuss further with Town Counsel. It is not subject to municipal zoning.

Public Comments:

None.

Action Taken:

MOTION FOR PEER REVIEW:

Ms. Nee moved that the Planning Board select Thomas C. Houston, AICP, PE of Professional Services Corporation, PC as the peer review engineer for the Environmental Impact Design Review (EIDR) for 154 University Avenue, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on March 26, 2024.

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

MOTION FOR CONTINUANCE:

Ms. Nee moved that the Planning Board continue the public hearing for the Environmental Impact Design Review (EIDR) for 154 University Avenue, as described in the Application therefore submitted to the Planning Board and filed

in the Office of the Town Clerk on March 26, 2024, to Tuesday, May 14, 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/>.

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

Consideration of Landscaping at Wellhead Park to Provide Screening for DWWD White Lodge Addition at 160 University Avenue

Action Taken:

MOTION FOR CONTINUANCE:

Ms. Nee moved that the Planning Board continue the public meeting for the Project Development Review (PDR) Approval for the installation of three (3) street trees at 160 University Avenue, to Tuesday, May 14, 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/>.

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

Reconsideration of Recommendation for Hedgerow Lane Street Acceptance for May 2024 Town Meeting

Ms. Loughnane stated that in March the Planning Board was asked to make a recommendation to accept Hedgerow Lane. Shortly after, the Town discovered that the developer failed to complete all the tasks that were needed. The new Hedgerow Lane does not exist; the deeds were not recorded. Mr. Siegel has not been in contact with Ms. Loughnane. There are no deeds for transferred properties.

Board Comments:

- Is the deadline too tight?
- Requirement of certification should be added.
- Propose 11 a.m. instead of 2 p.m.

Action Taken:

MOTION FOR HEDGEROW LANE ACCEPTANCE RECOMMENDATION

Ms. Nee moved that the Planning Board rescind its March 26, 2024 recommendation to Town Meeting voters in favor of the proposed Hedgerow Lane Street Acceptance Article, and instead recommend that voters at the May 6, 2024 Annual Town Meeting vote in opposition to the proposed Hedgerow Lane Street Acceptance Article, unless

1. All land transfers are properly completed as required pursuant to the Planning Board's March 14, 2019 decision modifying the Westwood Estates Definitive Subdivision Plan; and pursuant to the Westwood Board of Selectmen's October 15, 2018 abandonment of Hedgerow Lane; and pursuant to the Discontinuation of Hedgerow Lane that was confirmed by Town Meeting voters' approval of Article 13 at the May 6, 2019 Annual Town Meeting; and pursuant to the plan of land titled "Modification of 'Westwood Estates' Subdivision of Land, Hedgerow Lane, Westwood, Massachusetts", which was prepared by Norwood Engineering on April 15, 2019, and endorsed by members of the Westwood Planning Board on June 25, 2019, and recorded in the Norfolk Registry of Deeds at Page 98 in Plan Book 683, on July 31, 2019; and

2. All Deeds are properly recorded at the Norfolk Registry of Deeds, as necessary to effectuate the transfers of Parcels A, B (remaining portion), C, D, E, F, G, and H, to the record owners of Parcels 202, 201, and 200, and to effectuate the combination of Parcels A and B (remaining portion) with Parcel 202, and to effectuate the combination of Parcels C, D, E, and F with Parcel 201, and to effectuate the combination of Parcel G with Parcel 200, and to effectuate the combination of Parcel H with the Hedgerow Lane layout, precisely as shown on the above-referenced plan; and

3. The Town Planner is provided with the correct Book and Page number for each of the above-referenced Deeds on or before 11:00 am on May 6, 2024.

4. The Town Planner is provided with a notarized document signed by the proponent's attorney and developer certifying the aforementioned deed transfers have taken place.

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 April 2, 2024

Upon a motion made by Ms. Nee and seconded by Mr. Ames, the Planning Board voted in favor (5-0) via roll call vote to accept the minutes from April 2, 2024 as presented.

Roll Call Vote:

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

Updates from Agency and Committee Representatives

The Pedestrian & Bicycle Advisory Committee will meet this Thursday in person.

Canton Street Project working group, a smaller group has been meeting as a public group. Looking to move forward with the project.

General Miscellaneous Updates and Administrative Items

Upcoming Board Meetings: May 14, 2024 & June 4, 2024

Annual Town Election: April 30, 2024

Annual Town Meeting: May 6, 2024

So many nice comments to Chris Pfaff who is leaving the Planning Board.

Mr. Pfaff then went on to thank everyone he has worked with during his 11 years on the Planning Board.

Adjournment

Upon a motion made by Mr. Ames and seconded by Mr. Pfaff, the Planning Board voted in favor (5-0) via roll call vote to adjourn at 8:31 p.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: [2024/04/24 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>

100 Station Drive Station Dr 100 - Modified Master Development Plan, Tetra Tech, 2/17/2022, 1 page. Station Dr 100 - Extension Request, Retreat Hotels & Resorts, 4/11/2024, 1 page. Station Dr 100 - 2022 Application, New England Development, 2/17/2022, 135 pages. Station Dr 100 - 2022 Decision, Westwood Planning Board, 5/2/2022, 6 pages.	PDF
1054 High Street High St 1054 - Site Plan - Existing R3 - 2024-04-01, VTP Associates, 3/4/2024, 1 page.	PDF

<p>High St 1054 - Site Plan - Proposed R6 - 2024-04-23, VTP Associates, 4/23/2024, 1 page. High St 1054 - Drainage Detail Plan, VTP Associates, 3/4/2024, 1 page. High St 1054 - Stormwater Report R3 - 2024-04-01, VTP Associates, 3/4/2024, 104 pages. High St 1054 - Operations_Maintenance Plan R3 - 2024-04-01, VTP Associates, 3/4/2024, 3 pages. High St 1054 - Landscape Plan R2- 2024-04-01, Lighthall Company, 4/2/2024, 1 page. High St 1054 - Rhus Aromatica Letter, Lighthall Company, 1 page. High St 1054 - Landscaping Schedule (Landscape Plan R1), Lighthall Company, 4/2/2024, 1 page. High St 1054 - ConCom Checklist 2024-04-01, Westwood Conservation Commission, 1 page. High St 1054 - Impact Statement, T. Neal, 4/2/2024, 7 pages. High St 1054 - Architectural Plans, Egan Associates, 4/12/2023, 3 pages. High St 1054 - Narrative, 8/30 2023, 1 page. High St 1054 - Traffic Impact Study Waiver, T. Neal, 8/30/2023, 1 page. High St 1054 - Exterior Lighting Plan Waiver, T. Neal, 8/30/2023, 1 page. High St 1054 - Land Disturbance Estimate, T. Neal, 9/20/2023, 1 page. High St 1054 - Legal Notice, Westwood Planning Board, 9/29/2023, 1 page. High St 1054 - McClellan Public Comment, 10/16/2023, 1 page High St 1054 - Peer Review 4 Response - 2024-04024, VTP Associates, 4/24/2024, 3 pages.</p>	
<p>154 University Avenue University Ave 154 - Impact Statement, Weston & Sampson, 3/21/2024, 4 pages. University Ave 154 - Plans, Weston & Sampson, 3/21/2024, 14 pages. University Ave 154 - Renderings, Weston & Sampson, 3/21/2024, 5 pages. University Ave 154 - Stormwater, Weston & Sampson, 3/21/2024, 169 pages. University Ave 154 - Waiver Requests, Weston & Sampson, 3/21/2024, 2 pages. University Ave 154 - Plans R1 - 2024-03-25, Weston & Sampson, 3/25/2024, 14 pages. University Ave 154 - Fill Removal Calculation Report, Weston & Sampson, 3/21/2024, 3 pages. University Ave 154 - Town Planner Review, Westwood Planning Board, 3/21/2024, 3 pages. University Ave 154 - Response to TP Review - 2024-03-25, Weston & Sampson, 3/25/2024, 2 pages.</p>	PDF
<p>160 University Ave University Ave 154 - Plans R1 - 2024-03-25, Weston & Sampson, 3/25/2024, 14 pages.</p>	PDF
<p>Review of Draft Meeting Minutes from April 2, 2023 04-02-24 PB Minutes - draft</p>	PDF