

APPROVED

On Meeting Date: 6/12/24

Zoning Board of Appeals
Remote Participation, Zoom Video Conference Call By: Westwood Town Clerk
Meeting Minutes – May 15, 2024

Received June 14, 2024@9:48AM

Members present: Chair John Lally, Michael McCusker and Linda Walsh

Staff Members Present: Zoning and Licensing Agent Karyn Flynn

The meeting was called to order by Chair John Lally at 7:00 pm. Ch. Lally gave a brief description of the proceedings, including a description of instructions for remote participation by the public. All those present for the meeting who anticipated giving testimony were sworn in.

Address: 137 Partridge Drive

Petitioner: Mark Armstrong, KMA Architects

Project: Special Permit pursuant to the Westwood Zoning Bylaw Sections §4.3.3.12 [Accessory Uses – Accessory Apartments] and §8.5 [Accessory Apartments]. The Petitioner proposes to construct a one-story accessory apartment addition attached to the side of an existing single-family home. The property is located in the SRC (Single Residential C) zoning district.

Ch. Lally read the public hearing notice and asked if the applicant was in attendance. Ms. Flynn stated that Mark Armstrong was in attendance. Ch. Lally asked Mr. Armstrong to present the project.

Mr. Armstrong introduced himself and the homeowner Sean Kelly. Mr. Armstrong stated that the project revolves around a wheelchair user who would like to stay in the home and intends to build a rear cottage addition. Mr. Armstrong stated that the addition is fully handicap assessable and adjacent to the driveway where the homeowner's van can pull in. He said that the design conforms to bylaw section 8.5 requirements and allows the owner to age in place while having her own space away from the family. Mr. Armstrong said that the homeowners can have their family altogether and appreciate Westwood's zoning to allow this type of housing option. Mr. Armstrong stated the addition will be attached to the existing attached garage, and are renovating the garage and connecting the new addition to the garage with a lift. The owner's parents with occupy the space above the garage and his sister Maureen will occupy the new fully assessable accessory apartment addition. Mr. Armstrong stated that the current layout of the home is not assessable, but after the renovations and accessory apartment addition the entire house will now become assessable. He stated that the design conforms to the bylaws as well as having proper utilities for the addition.

Ch. Lally asked Mr. Armstrong what the square footage of the accessory apartment was. Mr. Armstrong said that is was less than 900 square feet, but that he did not have the exact amount in front of him. Ms. Flynn stated the Building Commissioner provided 864 square feet for the apartment. Ch. Lally stated the project meets all setbacks and asked about adequate parking. Mr. Armstrong stated that there was adequate parking on site. Ch. Lally asked if Mr. Kelly was the homeowner. Mr. Armstrong said that he was with other family members. Ms. Flynn stated Mr. Kelly was a homeowner, and as long as Mr. Kelly was living in the main home or the accessory apartment, they are in conformance.

Ch. Lally asked Ms. Walsh if she had any questions. Ms. Walsh stated Mr. Armstrong is referring to the accessory unit as a cottage or barn. Ms. Walsh asked for clarification on whether the proposed apartment addition was attached to the main structure. Mr. Armstrong began showing a rendering of the project. Ms. Flynn clarified that the garage is attached to the main home and the proposed accessory apartment addition will be attached to the garage. Mr. Armstrong stated that the project is a one-story addition attached to the garage and showed the rendering to the Board and said he refers to it as big house, garage and little house. Ms. Walsh then asked to see the means of egress. Mr. Armstrong showed the door near the driveway and the other door onto the patio from the living room. Ms. Walsh asked if they were both handicap assessable and Mr. Armstrong said there were.

Ch. Lally asked Mr. McCusker if he had any questions. Mr. McCusker stated that he did not and said that it looked like a great project. Ch. Lally asked Ms. Flynn to open up the hearing to public comment. Ms. Flynn stated there were no hands raised in the attendees and no questions in the Question & Answer queue. Ch. Lally declared the hearing closed.

Ms. Walsh moved that Zoning Board of Appeals grant the Special permit for 137 Partridge Drive, June 14, 2024 @ 9:48 AM
Zoning Bylaw Sections § 4.3.3.12 [Accessory Uses – Accessory Apartments] and §8.5 [Accessory Uses – Accessory Signs]. The motion
was seconded by Mr. McCusker. Ch. Lally called a roll call vote; the Board voted unanimously via roll call grant the special
permit for 137 Partridge Drive.

Address: 690 Canton Street

Petitioner: National Sign Corporation

Project: The Petitioner requests to amend a special permit filed with the Town Clerk on October 7, 2013, pursuant to a previous version of the Westwood Zoning Bylaw. The Petitioner proposes to add a branded sign on the building which is one more than allowed, as two branded signs exist on site. The application also proposes to remove an existing tenant directory monument sign and replace it with another smaller monument sign. The changes in signage result in the total square footage of signs being 149.67sf with the total allowed being 130 square feet. The Special Permit amendment is seeking relief under current bylaw Sections §6.2.15, §6.2.7.1 [Signs-Number], 6.2.7.2 [Signs-Square footage]. The property is located in the Industrial (I) zoning district.

Ch. Lally read the public hearing notice and asked if the applicant was in attendance. Ms. Flynn stated that Russ Hassman was in attendance on behalf of National Sign Corporation. Ch. Lally asked Mr. Hassman to present the project.

Mr. Hassman introduced himself as the President and CEO of National Sign Corporation. He stated they were engaged to create the sign package for the new lab space. Mr. Hassman stated that he worked with the Building Commissioner for advice on how to proceed when relief would be needed via special permit. He stated that the monument sign that exists on site now is 160 sq. ft and was granted by special permit, their client would like to replace that with a 51 sq. ft. monument sign. Mr. Hassman displayed the proposed replacement monument sign. Mr. Hassman stated that a new special permit was needed. Ms. Flynn stated that she had a discussion with the Building Commissioner after Mr. Hassman, and it was determined to amend the original special permit, and that was how the public hearing was advertised. Mr. Hassman said thank you as he wasn't made aware of that. Mr. Hassman stated it is currently unknown how many tenants will occupy the building, as their client is actively looking for tenants. Ch. Lally asked for the size of the replacement monument sign. Mr. Hassman stated it was 72" inches wide by 8'6" tall, and totaled 51 square feet. The new monument sign is complementary to the other pylon sign was installed last month by right. Ch. Lally asked if there were three signs. Mr. Hassman stated that was correct. Ms. Flynn displayed the sign package and went through the three branded signs on site and their locations on the building and the driveway.

Ch. Lally asked Mr. Hassman if the signs were reasonable in scale to the building. Mr. Hassman stated that they were and that the building sits up on a hill and the replacement monument sign is 1/3 the size of the existing. Ch. Lally said that he drove through and asked the applicant if only having two signs would be a hardship to the building owner. Mr. Hassman stated he thought due to the remoteness of the building the additional signage would be very helpful to have the tenants listed at the street level. He stated that the public will only see two branded signs from street level, as the third is not visible until you drive up and around the building to the main entrance. Ch. Lally asked if the location of the driveway signs creates any safety concerns for drivers or pedestrians. Mr. Hassman stated that the signs are setback up the driveway and create no visibility issues, and the tenant monument sign is only visible once you enter the property.

Ch. Lally asked Mr. McCusker if he had any questions. Mr. McCusker asked if sign in the rear parking lot and the other branded sign in the driveway were existing. Mr. Hassman stated that they were recently installed by right. Ms. Flynn stated that because the replacement tenant directory monument sign also is branded, that creates the three branded signs and the overage in allowable sign square footage. Mr. McCusker asked if the monument sign itself was going to be illuminated. Mr. Hassman stated it was externally illuminated by an existing floodlight.

Ch. Lally asked Ms. Walsh if she had any questions. Ms. Walsh stated she did not and felt the signage and number are appropriate for the type and location of the business. Ch. Lally asked Ms. Flynn to open up the hearing to public comment. Ms. Flynn stated there were no hands raised in the attendees and no questions in the Question & Answer queue. Ch. Lally declared the hearing closed.

Mr. McCusker moved the Westwood Zoning Board of Appeals grant the amended Special Permit for 690 Canton Street pursuant to Westwood Zoning Bylaw Sections §6.2.15, §6.2.7.1 [Signs-Number], 6.2.7.2 [Signs-Square footage] The Motion was seconded by Ms. Walsh. Ch. Lally called a roll call vote; the Board voted unanimously via roll call grant the special permit for 690 Canton Street.

Vote to Approve Meeting Minutes

Ch. Lally stated that the minutes for April 24, 2024 meeting were completed and ready for approval. Ms. Walsh stated that she was not present for that meeting and would be abstaining from the vote.

Ch. Lally moved that the Westwood Zoning Board of Appeals approve the meeting minutes from the April 24, 2024 meeting. The Motion was seconded by Mr. McCusker. Ch. Lally called a roll call vote; the Board voted 2-0-1 in favor to approve meeting minutes from the March 13, 2024 meeting, with Ms. Walsh abstaining from the vote.

Vote to Adjourn Hearing

On a motion by Ch. Lally, seconded by Mr. McCusker, the Board voted unanimously on a roll call vote to adjourn the meeting at 7:41 pm.

List of Documents:

- 137 Partridge Drive
Zoning Board application; plans and associated attachments
- 690 Canton Street
Zoning Board application; plans and associated attachments