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By: Westwood Town Clerk

June 25, 2024

Westwood Planning Board Minutes
Tuesday June 4, 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 June 4, 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 7:00 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, Joshua C. Ames, Philip M. Giordano, Kathleen Nee & Sean R. Weller.

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

Consideration of Proposed Approval Not Required (ANR) Plan for 101 High Street

Mr. Romulus stated there was some back and forth with the attorney of the applicant. We have sent an email for a continuance request. Mr. Romulus suggested a motion to continue on June 25, 2024.

Action Taken:

Mr. Giordano moved that the Planning Board continue the Consideration of Proposed Approval Not Required (ANR) Plan for 101 High Street, to Tuesday, June 25, 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. Weller seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes
Sean R. Weller-Yes
Joshua C. Ames-Yes
Philip M. Giordano-Yes
Kathleen Nee-Yes

Consideration of Proposed Approval Not Required (ANR) Plan for 78 Fox Hill Street

Mr. Romulus did speak with the applicant, 2 abutting neighbors with some litigation going on between the 2 properties, and it was finally resolved. Mr. Romulus did get a request from the applicant to ask for a continuance. Ms. Loughnane: The request from the applicant to continue did not have a specific waiver of the time frame set forth. The applicant was not present to accept the specific waiver and Ms. Loughnane recommended that the Planning Board vote to find the planning incomplete, and the applicant can come back at the next Planning Board meeting.

Action Taken:

Motion to Not Endorse ANR Plan:

Mr. Ames moved that the Planning Board find the Approval Not Required Application for 78 Fox Hill Street, dated May 31, 2024, to be incomplete and not in accordance with Section 3.1 of the Planning Board's Rules and Regulations for the Subdivision of Land, and that the Board vote to not endorse the submitted plan as not requiring approval under the Subdivision Control Laws.

Ms. Nee seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes
Sean R. Weller-Yes
Joshua C. Ames-Yes
Philip M. Giordano-Yes
Kathleen Nee-Yes

Discussion of Expansion of Mixed Use Multiple Family Residential Overlay District (MUMFROD)

Mr. Romulus gave a recap of what happened at the Town Meeting on May 6, 2024.

Article 21: Zoning Bylaw & Zoning Map Amendments Relative to Mixed-Use & Multi-Family Residential Overlay District PASSED by a majority vote in favor 229 yes to 165 no.
The next step is for the proposal to pass the compliance model by the Executive Office of Housing and Livable Communities (EOHLC) and then for it to be approved by the Attorney General. If it is kicked back, we can consider additional parcels to become compliant.

Board Comments:

- Do we have a timeframe? *Mr. Romulus: Usually around 90 days.*
- We expect to hear within 90 days of receiving our articles, we usually hear in September. If approved it goes forward, if not then we need to go to Town Meeting. Hoping the Attorney General will give approval.
- Can we consider not discussing other parcels until we hear back from the Attorney General? *Ms. Loughnane: Yes.*
- Planning Board members were in agreement to hold off on discussing if any expansion was appropriate.

Review of Draft Meeting Minutes from May 14, 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 May 14, 2024 as amended.

Roll Call Vote:

Ellen Larkin Rollings-Yes
Sean R. Weller-Yes
Joshua C. Ames-Yes
Philip M. Giordano-Yes
Kathleen Nee-Yes

Updates from Agency and Committee Representatives

Canton Street Working group. Ms. Rollings attended. 2 options were presented. It was well attended and no decisions were made. It seemed to be a better starting point.

General Miscellaneous Updates and Administrative Items

Mr. Romulus the SelectBoard approved all nominations from the last PB meeting.

Departments and Boards will be attending upcoming Planning. Board meetings. No specific grouping.

- Upcoming Board Meetings: June 25, 2024, July 16, 2024 & August 6, 2024

Adjournment

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 adjourn at 7:33 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: [2024/06/04 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>

101 High Street High St 101 - Proposed Plan, Control Point Associates, Inc., 5/16/2024, 1 page. High St 101 - Existing Conditions, Control Point Associates, Inc., 4/12/2024, 4 pages. High St 101 - Project Narrative, P. Zahka, 6 pages. ANR Town Planner Review - 101 High Street, Westwood Planning Board, 5/30/2024, 3 pages.	PDF
78 Fox Hill Street Fox Hill St 78 - ANR Plan, A. Berry, P.L.S., 2/7/2023, 1 page. Fox Hill St 78 - Property Owner Authorization, Westwood Planning Board, 5/31/2024, 1 page. Fox Hill St 78 - ANR Town Planner Review, Westwood Planning Board, 6/4/2024, 2 pages.	PDF

Zoning Discussion May 2024 Planning Board Amendments	PDF
Review of Draft Meeting Minutes from May 14, 2023 05-14-24 PB Minutes - draft, 5/14/2024, 11 pages.	PDF