

APPROVED

On Meeting Date: 10/15/24

**Westwood Planning Board Minutes  
Tuesday, September 24, 2024  
7:00 pm  
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 September 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 7:02 pm. 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, Philip M. Giordano, Sean Weller & 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.

Ms. Rollings invited the Conservation Commission into the meeting.

Ms. Weller called her meeting to order along with Karon Skinner Katrone, Conservation Agent.

**Public Hearing for the Consideration of an Environmental Impact & Design Review approval for the proposed new Fire Station 1 at 637 High Street (to be immediately continued to 10/15/24 to allow additional time for review of proposed plans)**

Ms. Rollings read the Hearing Notice into the record.

Action Taken

MOTION TO CONTINUE THE PUBLIC HEARING

Ms. Nee moved that the Planning Board continue the public hearing for the EIDR public hearing for the new Fire Station 1 at 637 High Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on August 22, 2024 to Tuesday, October 15, 2024, at 7:00 pm 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

Philip M. Giordano-Yes

Kathleen Nee-Yes

Sean Weller-Yes

The Conservation Commission also continued their meeting.

**Continuation of Public Hearing for Consideration of a Shared Driveway Special Permit approval for a shared driveway for five single-family residences at 101 High Street (continued from 9/10/24 to allow for simultaneous meeting with Conservation Commission)**

Peter Zahka, the attorney, was present with Giorgio Petruzzello, Stephen Martorano of Bohler, and Angela Botto of Bohler.

Mr. Zahka asked that Mr. Ames read the minutes, watch the meeting via video, and sign the correct paperwork so he could participate in voting later.

The applicant was present to discuss a special permit for a shared driveway.

Mr. Martorano, the engineer at Bohler, presented how the project started and how they got to a shared driveway. He went through his landscape design, and 236 trees will be impacted, 137 new trees will come in—and 411 new shrubs.

Mark Bartlett, a peer review engineer at PSC, was present to give a summary of his review. Tom Houston did the initial peer review. 38 original comments, only 4 remain to be partially resolved. There is work to do, and some fieldwork will be required.

Mr. Romulus addressed some comments that were sent to him.

- Currently, the EMM is the correct route.
- Assumption made that a stormwater land management land disturbance permit is required to develop the proposed shared driveway. No separate land disturbance permit is required.
- Definitive subdivision plan Rather than an ANR plan, the Planning Board would limit its review to the creation of the subdivision roadway utilities and apparatus and would not review the proposed development of individual single-family house lots. The development of individual houses will be subject to administrative EMM approvals for each lot and a review by the Conservation Commission under the Wetlands Protection Act and local Wetlands bylaw or stormwater management as appropriate for each of the 5 lots.

Board Comments from both Boards:

- Did you consider 2 curb cuts or something other than the 5? What else did you look at? *Mr. Martorano: The current driveway cut was chosen because it is clear of the wetland areas, and the slopes work pretty well; the other location is far to the east and is close to Grove Street, which not as ideal, but did look at, but did not draw it. This is most efficient.*
- Fire apparatus: is it safer to have a second curb cut? *Mr. Martorano: We did meet with the Fire Department and made changes, and they did not have any concerns and can turn around. Mr. Petruzzello: We did look at doing 5 curb cuts, the topography would not have worked, too much blasting would be needed.*
- Why sequential? *Mr.Zahka: We have applied for a special permit that is required. The shared driveway was the alternative and it is the better way to go. Sequencing is set up for us. We understand that the neighbors have concerns, it is a benefit in regards to the review process.*
- 7 additional concerns, I wrote down 5? *They are listed on the last 2 pages of the September 24th memo. 39-45 in the memo.*
- Ms. Rollings suggested doing a site visit. Mr. Romulus will work with the applicant team.
- Has Town Counsel provided any opinion if the shared driveway subverts or does not subvert the intent of the Subdivision Control Law? *Mr. Romulus: It does follow in line with the Town bylaws, section 6, shared driveway. We have the proper conditions in place.*
- Stormwater perspective the impact on the wetlands. *Mr. Bartlett: 5 driveways would drain right to High Street, a lot more strain on the town. This should have no net change to High Street or the wetlands, hydrology-wise. Better this way than 5 separate driveways.*
- You can have controls with the Homeowners Association, The O&M plan looks appropriate, they need to take care of the stormwater treatment systems, it will be the HOA's responsibility. They can be held accountable.
- Mail delivery in a shared driveway. Safety. *Mr Petruzzello, we created an area for him to deliver the mail off of High Street, even UPS and Amazon.*
- Town Counsel made any comment? *Mr. Romulus: We have not approached Town Counsel on it.*
- Snow storage? *A landscaper will be at the next meeting to discuss this.*
- Explain the large bunch of trees. *Creating a buffer, there is no mature landscaping in that zone, and thought of it as a positive.*
- Can we change to a cul de sac? *Mr. Martorano, met with the Fire Department, it is a low volume use, a cul de sac is bigger and will reduce the imperviousness.*
- Lot 1, significant concerns of it as a buildable lot. The trees serve a very important purpose. *Mr. Martorano, pulled the disturbance out of the 35 feet, the tree cutting and stormwater, we do account for the change. We are following the MA law. Mr. Petruzzello moved the house out of the buffer zone too, not just the driveway.*
- Stormwater, would like to see how you can improve the current situation.
- Ms. Loughnane explained that we are only discussing the shared driveway, and then explained the process, but tonight is only the shared driveway. There are several steps to go. There is a sequence.

Public Comments:

- Mr. R. Chiurri, 165 High Street, lived for the last 46 years, and tried to change their screened porch into a driveway, but was denied a building permit, as it would have an impact on the wetlands. It did not involve any blasting. Our yard has a drainage ditch, it comes from houses and the water generated can impact the drainage ditch and our basement. Blasting could have an impact on our house. Trucks and construction will be dangerous. Concerned about the stormwater.
- Y. Tsipis, 152 Grove Street, submitted a letter and has some questions as a civil engineer. Had some concerns with the mature trees and the viability. Bohler: Wants to answer at the next meeting with the

landscape architect. Confusion of the future build, but we are only discussing the shared driveway which is the process.

Action Taken

MOTION FOR CONTINUANCE

Mr. Weller moved that the Planning Board continue the public hearing for the Shared Driveway Special Permit for 101 High Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on July 3, 2024 to Tuesday, October 15, at 7:00 pm 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. Nee seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

The Conservation Commission continued their meeting to October 15, 2024.

**Continued Consideration of Proposed Approval Not Required (ANR) Plan for 101 High Street (continued from 9/10/24)**

Action Taken

MOTION TO CONTINUE

Mr. Weller moved that the Planning Board accept the applicant's waiver of time pursuant to MGL Section 81P of Chapter 41 and continue the Approval Not Required Application for 101 High Street, dated May 30, 2024, to Tuesday, October 15, 2024.

Ms. Nee seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

**Continuation of Public Hearing for Consideration of an Environmental Impact & Design Review approval for reconfiguring and restriping the rear portion of the parking lot to allow for 29 additional parking stalls and stormwater drainage improvements at 789 Clapboardtree Street (This project was approved on 8/6/24 with modified plans approved on 9/10/24. The public hearing will be immediately closed without further action.)**

Action Taken

MOTION TO CLOSE THE PUBLIC HEARING

Ms. Nee moved that the Planning Board close the public hearing for the Limited EIDR public hearing for the parking lot expansion at Lifeworks, 789 Clapboardtree Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on July 2, 2024.

Mr. Giordano seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

Upon a motion made by Ms. Nee and seconded by Mr. Giordano, the Planning Board voted in favor (4-0) via roll call vote to have a 3-5 minute break.

Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

Upon a motion made by Ms. Nee and seconded by Mr. Weller, the Planning Board voted in favor (4-0) via roll call vote to reconvene the Planning Board meeting at 9:11pm.

Roll Call Vote:

Ellen Larkin Rollings-Yes

Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

**Public Hearing for the Consideration of an Environmental Impact & Design Review approval for a change of use from a hair salon to a shipping and printing business in Lamberts Plaza at 220 Providence Highway  
Ms. Rollings read the Public Hearing**

Justin Ferris, was present and is requesting a change of use. No changes are proposed to the site conditions. He gave a brief description of the business that will come into the plaza.

Staff Comments:

Change of use will benefit the complex.

Board Comments:

None.

Public Comments:

None.

Action Taken

**MOTION FOR WAIVERS**

Mr. Weller moved that the Planning Board grant the following waivers in association with the application for the Environmental Impact & Design Review (EIDR) Approval for 220 Providence Highway, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on August 9, 2024.

1. Waiver from strict compliance with Section 7.3.7.1.6 of the Westwood Zoning Bylaw requiring the submission of a Stormwater Drainage Report.
2. Waiver from strict compliance with Section 7.3.7.2 of the Westwood Zoning Bylaw requiring the submission of an exterior lighting plan.
3. Waiver from strict compliance with Section 7.3.7.3 of the Westwood Zoning Bylaw requiring the submission of a full Traffic Study.
4. Waiver from strict compliance with Section 7.3.7.5 of the Westwood Zoning Bylaw requiring the submission of a photographs

Ms. Nee seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

**MOTION FOR ENVIRONMENTAL IMPACT & DESIGN REVIEW (EIDR) APPROVAL**

Mr. Weller moved that the Planning Board grant the Environmental Impact & Design Review (EIDR) Approval for 220 Providence Highway, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on August 9, 2024, subject to the following conditions:

1. Except as modified by the conditions and finding hereof, the Project shall comply with the Project Plans, and with the conditions of all prior decisions for the Property, 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 Town of Westwood board, commission, or agency, or other Commonwealth or federal regulatory agency, 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 Decision shall be requested in writing to the Town Planner and Building Commissioner prior to implementation.

- a. Proposed alterations which are considered de minimis by the Building Commissioner may be accepted as a note to the file.
- b. Proposed alterations which are considered minor by the Building Commissioner shall require the filing of a Modification Application of said approval for review by the Planning Board at a publicly posted Planning Board meeting.
- c. 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. The Applicant shall submit a Sign Plan for review and approval by the Town Planner for any signage not included in this Application and shall obtain Sign Permits from the Building Division prior to installation of any sign on the Property.

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

6. 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.

7. The Decision 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.

Ms. Nee seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

MOTION TO CLOSE PUBLIC HEARING

Mr. Weller moved that the Planning Board close the EIDR public hearing for the change of use from a Personal Services establishment to a Printing/copy/publishing establishment, less than 4,000 square feet at 220 Providence Hwy.

Ms. Nee seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

**Public Hearing for the Consideration of Shared Parking Special Permit for the purposes of sharing 15 parking spaces with 541-543 High Street through a shared parking agreement in addition to the 26 spaces at 569 High Street to meet to meet the parking requirement of 41 spaces that will accommodate 122 seats and up to 20 employees for Bar 'Cino at 569 High Street**

Ms. Rollings read the Hearing Notice into the record.

Applicant Ken Cusson was present and gave an overview of the application.

Staff Comments:

Proposed shared parking spaces suggest there be a condition of signage, and it should be approved by the Town Planner. The overflow parking will be by the brick building, 541-543 High Street.

Board Comments:

- How long is the agreement for? *Mr. Cusson: The owner of 541-543 High Street is willing to allow it unless they sell the property. Maybe have a lawyer write something up, but he does not see it as an issue.*
- Add a condition that the applicant adds an updated agreement. Mr. Cusson was okay with it.
- Is Accessible parking all set? *Mr. Cusson: There are 2 ADA spaces.*

Public Comments:

N. Patsio, 515 High Street. Increase in the number of seats? Additional spots are in the same lot? *Mr. Cusson: Yes, 541-543 High Street. Chiara had 98; we have 122 with outdoor seating.*

Intend on reinstalling the planters for screening? *Mr. Cusson: Yes, the planters at the patio and 2 areas where they will be right up to the building and will add landscaping by the signage. It will be compliant with native plantings.*

Action Taken

MOTION FOR WAIVERS

Mr. Weller moved that the Planning Board grant the following waivers in association with the application for the Environmental Impact & Design Review (EIDR) Approval for 569 High Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on August 29, 2024.

1. Waiver from strict compliance with Section 7.3.7.1.6 of the Westwood Zoning Bylaw requiring the submission of a Stormwater Drainage Report.

2. Waiver from strict compliance with Section 7.3.7.3 of the Westwood Zoning Bylaw requiring the submission of a full Traffic Study.

Ms. Nee seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes

Philip M. Giordano-Yes

Kathleen Nee-Yes

Sean Weller-Yes

MOTION FOR THE REDUCTION OF REQUIRED MINIMUM NUMBER OF PARKING SPACES SPECIAL PERMIT APPROVAL

Mr. Weller moved that the Planning Board grant the Reduction of Required Minimum Number of Parking Spaces Special Permit Approval for 569 High Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on August 29, 2024, subject to the following conditions:

1. Except as modified by the conditions and finding hereof, the Project shall comply with the Project Plans, and with the conditions of all prior decisions for the Property, 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 Town of Westwood board, commission, or agency, or other Commonwealth or federal regulatory agency, 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 Decision shall be requested in writing to the Town Planner and Building Commissioner prior to implementation.

a. Proposed alterations which are considered de minimis by the Building Commissioner may be accepted as a note to the file.

b. Proposed alterations which are considered minor by the Building Commissioner shall require the filing of a Modification Application of said approval for review by the Planning Board at a publicly posted Planning Board meeting.

c. 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 certificate of occupancy, the applicant shall submit a signage plan directing the foot traffic of patrons and staff to and from 541-543 High Street and Bar 'Cino at 569 High Street for review and approval by the Town Planner.

5. Prior to the issuance of a certificate of occupancy, the applicant shall submit an updated parking agreement with the owner of 541-543 High Street and Bar 'Cino at 569 High Street reflective of the views expressed by the Planning Board on September 24, 2024 for review and approval by the Town Planner.

6. Prior to the issuance of a certificate of occupancy, the applicant shall submit an updated landscape plan with Massachusetts native species reflective of the views expressed by the Planning Board on September 24, 2024, for review and approval by the Town Planner.

7. If at any time the Building Commissioner determines that parking provisions are inadequate to serve the needs of the business, the Applicant shall address the apparent parking inadequacy by returning to the Planning Board for a modification of the Special Permit.

8. The Applicant shall submit a Sign Plan for review and approval by the Town Planner for any signage not included in this Application and shall obtain Sign Permits from the Building Division prior to installation of any sign on the Property.

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

10. 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.

11. The Decision 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.

Ms. Nee seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes

Philip M. Giordano-Yes

Kathleen Nee-Yes

Sean Weller-Yes

MOTION TO CLOSE PUBLIC HEARING

Mr. Weller moved that the Planning Board close the Reduction of Required Minimum Number of Parking Spaces Special Permit for the purposes of sharing 15 parking spaces with 541-543 High Street through a shared parking agreement in addition to the 26 spaces at 569 High Street to meet to meet the parking requirement of 41 spaces that will accommodate 122 seats and up to 20 employees for Bar Cino at 569 High Street.

Ms. Nee seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes

Philip M. Giordano-Yes

Kathleen Nee-Yes

Sean Weller-Yes

**Public Meeting for Consideration of a Modification to the Morgan Farm Estates Open Space Residential Development (OSRD) Definitive Subdivision and Morgan Farm Estates OSRD-EIDR Approval at 9 Appleseed Lane (continued from 9/10/24)**

Mr. Romulus had a few updates since last week. Identification of a body of water and the square footage of the site. We can move forward with the application without the ANR.

Lou Petrozzi was present to discuss his plan. Morgan Farm Road is a private road regarding the 3 manhole covers.

Mr. Romulus explained the issue with the manhole covers and read the BETA review. Mr. Petrozzi still believes that the work has been done properly.

The roadway does not meet the grade.

It cannot be resolved without fixing the roadway.

Board Comments:

- Request information on the manhole cover issue? Mr. Petrozzi, the Board has refused to release the funds, the road is private and the work has been done. There has been no success. He believes it is unrelated.
- The ANR plan is still incomplete.
- Mr. Romulus went through the ANR plan.
- The project is not complete because the street is not complete. Anything outstanding we have to review.
- Mr. Romulus recommends taking up the modification request as a minor modification and addressing the road modifications.

Action Taken

MOTION FOR MODIFICATION DETERMINATION

Ms. Nee moved that the Planning Board determine the Modification of the Open Space Residential Development (OSRD) Definitive Subdivision and OSRD-EIDR Approval for 9 Appleseed Lane, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on September 5, 2024, to be minor in nature:

Mr. Weller seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

**MOTION FOR MINOR MODIFICATION OF OSRD DEFINITIVE SUBDIVISION & OSRD-EIDR APPROVAL**

Ms. Nee moved that the Planning Board grant the Minor Modification of the Open Space Residential Development (OSRD) Definitive Subdivision and OSRD-EIDR Approval for 9 Appleseed Lane, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on September 5, 2024, subject to the following conditions:

1. Except as modified by the conditions and findings hereof, the Project shall comply with the Project Plans and with the conditions of all prior decisions, 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 Decision shall be requested in writing to the Town Planner and Building Commissioner prior to implementation.
  - a. Proposed alterations which are considered de minimis by the Building Commissioner may be accepted as a note to the file.
  - b. Proposed alterations which are considered minor by the Building Commissioner shall require the filing of a Modification Application of said approval for review by the Planning Board at a publicly posted Planning Board meeting.
  - c. 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. This minor modification shall become effective only upon confirmation by the Town Planner that the required pavement patch repairs to Morgan Farm Road, as described in the September 22, 2023 memorandum from Daniel Walsh and Phil Paradis of BETA Group to Town Planner Elijah Romulus, and as discussed by the Planning Board at its September 24, 2024 meeting, have been satisfactorily made and deemed acceptable by the Acting Town Engineer.

Mr. Giordano seconded the motion.

Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

**Public Meeting for Consideration of Proposed Approval Not Required (ANR) Plan at 9 Appleseed Lane  
(continued from 9/10/24)**

Mr. Romulus suggested not endorsing the proposed ANR.  
Mr. Petrozzi wanted clarification on why it was not being endorsed.

Action Taken

**MOTION TO NOT ENDORSE ANR PLAN**

Ms. Nee moved that the Planning Board find the Approval Not Required Application for 9 Appleseed Lane, dated September 9, 2024, to be incomplete, and that the Board vote to not endorse the submitted plan as not requiring approval under the Subdivision Control Laws.

Mr. Giordano seconded the motion.



Roll Call Vote:

Ellen Larkin Rollings-Yes  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

**Public Hearing for the Consideration of an Environmental Impact & Design Review Approval for the purposes of adding a 14' x 41' concrete pad for a freezer compressor unit on the east side of the property at 35 Perwal Street**

Ms. Rollings read the Legal Notice for the Public Hearing.

Nicholas Wu was present. He is taking over a vacant space that was for cold storage and will continue, but the current freezer is too old and wants to make it more efficient. He needs support for the condensers, not changing the use.

Staff Comments:

The application needs a site plan, and the applicant is working with a civil engineer.  
Suggested continuing the meeting.

Board Comments:

- Needs more information on landscaping and screening. *Mr. Wu will add a site plan.*
- Add landscaping and fencing around the equipment.
- Are the condensers currently being used? *Mr. Wu, the noise is okay and works, but does not want to use old equipment. It will be more efficient and will help the environment.*

Public Comments:

- S. Brodsky, 6 Hawk Tree Drive, is concerned about the noise. Will the new equipment be noisy? *Mr. Wu: compliant with all the regulations and can send the specs for the compressor. The lighting at the property is bright in the winter. Mr. Wu: He is a tenant and will speak to the landlord.*
- J. Hopkins, 6 Hawk Tree Drive. The dimensions of the pad seem big. Tell us about the difference in size compared to what is on the roof. *Mr. Wu: Captain Martin is still there, it is a new business, and using their space. What is the business? Seafood wholesaler operates in Boston and is expanding to Westwood with the highways being close. The condenser is old, they are being removed and now it will be energy efficient and quieter. Where are the current compressors? On the roof, and they are being removed. Time of day for business operation? M-F 9-5. Same with trucking. No overnight hours or evening hours.*

Action Taken

**MOTION TO CONTINUE THE PUBLIC HEARING**

Ms. Nee moved that the Planning Board continue the public hearing for the EIDR public hearing for the equipment pad at 35 Perwal Street, as described in the Application therefore submitted to the Planning Board and filed in the Office of the Town Clerk on August 16, 2024 to Tuesday, October 15, 2024, at 7:00 pm 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  
Philip M. Giordano-Yes  
Kathleen Nee-Yes  
Sean Weller-Yes

**Continued Discussion of Potential Warrant Articles for November 2024 Fall Town Meeting, if any, and May 2025 Annual Town Meeting**

How can we be prepared for the next meeting?

- Gas Leaf Blower: Mr. Romulus will look into language to get an idea.
- Tree canopy will look into with the Conservation Agent.

Additional Potentials for May 2025

Reduction in the speed limit for thickly settled or business districts town-wide to 25 miles per hour. Similar measures have been successfully undertaken by surrounding towns. Mr. Romulus had an update: The rules and regulations of the regulating board is the Select Board and the Police Chief and would need comments from them in order to proceed on that article.

**Review of Draft Meeting Minutes from September 10, 2024**

Upon a motion made by Ms. Nee and seconded by Mr. Giordano, the Planning Board voted in favor (3-0-1) via roll call vote to accept the minutes from September 10, 2024 as amended.

Roll Call Vote:

- Ellen Larkin Rollings-Yes
- Philip M. Giordano-Yes
- Kathleen Nee-Yes
- Sean Weller-Abstain

**Updates from Agency and Committee Representatives**

The Off Leash Dog Park Committee working group will meet on Thursday.  
The Pedestrian and Bicycle Advisory Committee will meet on Thursday.  
Canton Street will meet tomorrow at 6pm at the Library.  
TRIC will meet in October.

**General Miscellaneous Updates and Administrative Items**

The Climate Action, Resiliency & Sustainability Draft Plan is available for viewing on the Town website. The public comments ended on September 15, 2024. Mr. Romulus will be looking at public comments, revising it and will present it to the Board at an October meeting.

The Housing Production Plan survey is still open and will be through right before Thanksgiving. Had an event, the forum on housing for seniors and persons with disabilities. About 33 people came. Please complete the survey. October 17 is the visioning session in the Community Room at the Library at 7pm.

Upcoming Board Meetings: October 15, 2024, October 29, 2024 & November 19, 2024

**Adjournment**

Upon a motion made by Ms. Nee and seconded by Mr. Giordano, the Planning Board voted in favor (5-0) via roll call vote to adjourn at 10:59 pm.

Roll Call Vote:

- Ellen Larkin Rollings-Yes
- Philip M. Giordano-Yes
- Kathleen Nee-Yes
- Sean Weller-Yes

**List of Documents**

Link to Documents: [2024/09/24 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>

<p><b>637 High Street</b> High St 637 - Detailed Project Description 2024-08-20 - Permitting Set - Westwood Fire FS1 - Stamped High St 637 - Permitting Set - Photometric Plan - No Stamp High St 637 - Renderings High St 637 - Site Photos Combined High St 637 - Stormwater Drainage Report - Submission Delay High St 637 - Traffic Study Waiver Request High St 637 - Presentation Model Waiver Request High St 637 - Legal Notice - Recorded</p>	<p>PDF</p>
<p><b>101 High Street</b> High St 101 - Legal Notice - Recorded High St 101 - Proposed Site Plans R2 High St 101 - Existing Site Plan High St 101 - Narrative High St 101 - Stormwater Drainage</p>	<p>PDF</p>

<p>High St 101 - Supplemental Drainage Package  High St 101 - Traffic Impact Assessment  High St 101 - Traffic Memo  High St 101 - Waiver Requests  High St 101 - Peer Review  High St 101 - Peer Review Response</p>	
<p><b>101 High Street</b>  High St 101 - ANR Plan R1  High St 101 - Existing Conditions Plan  High St 101 - Narrative</p>	PDF
<p><b>220 Providence Highway</b>  Providence Hwy 220 - Legal Notice - Recorded  Providence Hwy 220 - Description  Providence Hwy 220 - Existing Site Plans - Sheet 1  Providence Hwy 220 - Existing Site Plans - Sheet 2  Providence Hwy 220 - Waivers  Providence Hwy 220 - Rendering - Counters Back to Front  Providence Hwy 220 - Rendering - Fixture Plan Draft  Providence Hwy 220 - Rendering - Front Seating  Providence Hwy 220 - Rendering - Front to Back Snap 1</p>	PDF
<p><b>569 High Street</b>  High St 569 - Legal Notice - Recorded  High St 569 - Parking and Patio Plan  High St 569 - Shared Parking Agreement</p>	PDF
<p><b>9 Appleseed Lane</b>  Appleseed Ln 9 - Proposed Plan  Morgan Farm Estates - Open Space Decision_2013  Morgan Farm Estates - Open Space Subdivision - Modification - 2_2013  Morgan Farm Estates - Open Space Subdivision Modification_2013  Morgan Farm Estates - Subdivision Plan - 1  Morgan Farm Estates - Subdivision Plan - 2  Morgan Farm Estates - Subdivision Plan - 3  Morgan Farm Estates - Open Space EIDR_2013  Morgan Farm Estates - Open Space EIDR Modification - 2_2013  Morgan Farm Estates - 2015 Plan  Morgan Farm Estates - 2016 Plan</p>	PDF
<p><b>9 Appleseed Ln</b>  Lot 4 Morgan Farm - Modification Plan_21November30</p>	PDF
<p><b>35 Perwal St</b>  Perwal St 35 - Architectural Plans Stamped  Perwal St 35 - Project Description  Perwal St 35 - Site Plans  Perwal St 35 - Request for Waiver from Exterior Lighting Plan Requirements  Perwal St 35 - Request for Waiver from Presentation Model Requirement  Perwal St 35 - Request for Waiver from Stormwater Drainage Report Requirement  Perwal St 35 - Request for Waiver from Traffic Impact Study Requirement  Perwal St 32 - Photo</p>	PDF

<b>Minutes</b> 09-10-24 PB Minutes - draft	PDF
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