

*Law Offices of*  
**PETER A. ZAHKA, II, P.C.**

12 School Street  
Dedham Square  
Dedham, MA 02026

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Fax 781/326-0617  
Peter@ZahkaLaw.com

Westwood Planning Board  
50 Carby Street  
Westwood, MA 02090

Re: Applicant: Petruzziello Properties, LLC  
Property: 256 Washington Street, Westwood MA  
Project: Façade and Walkway Modifications

Dear Honorable Board:

Please be advised that this office represents Petruzziello Properties, LLC, relative to the real estate known and numbered as 256 Washington Street, Westwood, MA. My client proposes certain modifications to the building façade and existing walkway at the Subject Property. On behalf of my client, I hereby submit nine (9) application packets containing the following:

1. Westwood Planning Board Application for Hearing (with attached Project Narrative)
2. Plan entitled "Plot Plan, 256 Washington Street, Westwood, Massachusetts", dated August 8, 2017, prepared by R.E. Cameron & Associates, Inc.
3. Plan entitled "Proposed Floor Plan & Elevation", dated July 20, 2017, revised through January 4, 2018, prepared by McKay Architects
4. Sign drawings prepared by Signarama
5. Application Fee in the amount of \$500.00.

Kindly file the same on behalf and advise this office of the date and time of the hearing. Electronic copies of this letter and the above documents will be emailed to you. Thank you for your attention to this matter.

Very truly yours,

  
Peter A. Zahka, II

PAZ/cs

Enc.

cc: Westwood Town Clerk

**TOWN OF WESTWOOD**  
COMMONWEALTH of MASSACHUSETTS

Trevor W. Laubenstein, Chairman  
David L. Atkins, Vice Chairman  
Steven H. Olanoff, Secretary  
Brian D. Gorman  
Michael L. McCusker



Abigail McCabe, Town Planner  
[amccabe@townhall.westwood.ma.us](mailto:amccabe@townhall.westwood.ma.us)  
(781) 251-2581

Janice Barba, Planning & Land Use  
Specialist  
[jbarba@townhall.westwood.ma.us](mailto:jbarba@townhall.westwood.ma.us)  
(781) 320-1366

**PLANNING BOARD**

**APPLICATION, INSTRUCTIONS & CHECKLIST**

**Environmental Impact and Design Review (EIDR)  
and / or Special Permit  
Pursuant to Various Sections of the Westwood Zoning Bylaw**

**Checklist:**

**Application Filing Fee:** Check payable to the Town of Westwood. See the Board's Rules and Regulations for the current fees. *The Applicant will be billed later from the newspaper for the publication of the legal ad in the Westwood Press.*

**9 Copies of the complete submittal package and one electronic PDF of the following:**

- Application Form
- Narrative
- Plans: Site and Architectural Plans (6 sets of reduced plans 11" x 17" and 3 full size of 24" x 36")
- Required Reports

**Instructions:**

All applications for Planning Board review will be acted upon and all information must be complete and correct to the best of the Applicant's knowledge. Incomplete applications may cause delays and may be the basis for a denial of the application. If you have any questions regarding the Board's procedure, please contact the Town Planner at (781) 251-2581.

It is important to review the applicable section of the Westwood Zoning Bylaw relating to the requested approval, and the relevant Rules and Regulations, to ensure that all requirements for application submittal are met, including the submission of electronic copies of application materials.

The Zoning Bylaw, Zoning Map, and all of the Planning Board's Rules and Regulations are available on the Planning Board section of the Town's web site ([www.townhall.westwood.ma.us](http://www.townhall.westwood.ma.us)).

**When Ready to File:**

One complete application packet must be filed by the Applicant in the Office of the Town Clerk at Town Hall, 580 High St. for recording (reduced size plans to Clerk), and the 10 remaining packets must be stamped by the Town Clerk's office prior to filing with the Planning Department at 50 Carby Street, Monday – Friday 8:30 a.m. – 1:00 p.m. Electronic copies may be submitted on a CD to the Planning Office or emailed to Janice Barba and/or Abby McCabe at the above email addresses.

If you intend to request one or more waivers of the application requirements, a written request for each specific waiver must be included in the application submission packet. In such case, the application will not be deemed complete until all requested waivers are granted by the Planning Board, or until all application requirements are fully satisfied.

**WESTWOOD PLANNING BOARD APPLICATION FOR HEARING**

PB File # \_\_\_\_\_

Westwood, MA \_\_\_\_\_ 20\_\_\_\_

**1. Requested Approval(s):**

Environmental Impact and Design Review

**2. Brief Narrative of Proposal:** Modifications to front exterior of existing mixed use building with first floor commercial and upper floor apartments. Currently, the front of the building has a single door in the middle and glass windows on both sides. Applicant proposes to replace the windows with doors so there will be a total of three (3) doors: a separate door serving the commercial space on the left side of the building, a separate door serving the commercial space on the right side of the building, and a separate door serving upper floor apartments. Walkway and landings will also be extended in front of building. No modifications to parking area.

**3. Address/Location of Property Subject to Hearing:**

256 Washington Street, Westwood, MA

**4. Assessor's Map and Parcel Number(s):**

23-184

**5. Size of Parcel:**

9,099 sf

**6. Name of Applicant:**

Petruzziello Properties, LLC

**7. Applicant's Mailing Address:**

21 Eastbrook Road, Dedham, MA 02026

**8. Applicant's Telephone: (C)**

(W)

**9. Applicant's E-Mail Address:**

10. Applicant is: Owner  Tenant  Licensee  Prospective Purchaser  Other

**11. Name of Property Owner(s):**

Petruzziello Properties, LLC

**12. Property Owner's Mailing Address:**

21 Eastbrook Road, Dedham, MA

**13. Deed Recorded in: Norfolk**

a. County Registry of Deeds, Book 35445 Page 151

b. Registry District of the Land Court, Certificate Number \_\_\_\_\_  
Page \_\_\_\_\_ Book \_\_\_\_\_


14. Has any Application ever been filed with the Planning Board regarding this Property?

Yes, When? Admin. EIDR issued 11/28/17 (for change of uses)  
No

15. Has the Lot been surveyed by a Registered Land Surveyor?

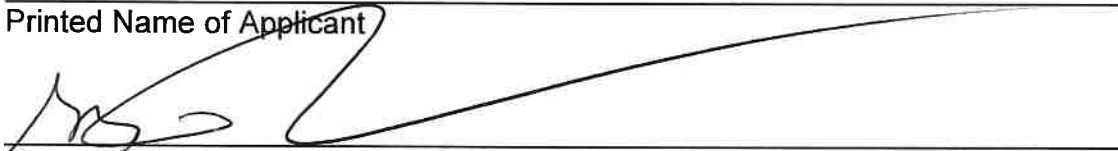
Yes, When? August 2017  
No

The Applicant hereby requests a public hearing before the Westwood Planning Board and consents to pay for the cost of all legal advertisements required by the Zoning Bylaw and/or Planning Board Rules and Regulations, which will be billed directly to the Applicant by the newspaper at a later date. The Applicant also consents to pay for all costs required pursuant to applicable sections of the Westwood Zoning Bylaw and/or Planning Board Rules and Regulations, unless expressly waived by the Planning Board, including all project review fees, inspection fees, and costs associated transcription, in addition to all other fees, expenses and costs in connection with the Planning Board's review and evaluation of this Application.

Signed:   
Applicant (or Agent) Signature

Petruzzello Properties, LLC, by Giorgio Petruzzello

Printed Name of Applicant

Signed:   
Property Owner(s) of Record Signature(s)

Petruzzello Properties, LLC, by Giorgio Petruzzello

Printed Name(s) of Property Owner(s) of Record

Date: \_\_\_\_\_

Payments Received: Application Fee: \$ \_\_\_\_\_

Project Review Fees: \$ \_\_\_\_\_  
(if applicable)

Inspection Fees: \$ \_\_\_\_\_  
(if applicable)

Other Fees: \$ \_\_\_\_\_  
(if applicable)

**IMPACT STATEMENT NARRATIVE  
FOR  
ENVIRONMENTAL IMPACT & DESIGN REVIEW**

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**APPLICANT:**           **PETRUZZIELLO PROPERTIES, LLC,**  
**OWNER:**               **PETRUZZIELLO PROPERTIES, LLC**  
**PROPERTY:**           **256 WASHINGTON STREET, WESTWOOD, MA**

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***I. INTRODUCTION/GENERAL OVERVIEW OF PROJECT***

Petruzziello Properties, LLC (hereinafter referred to collectively as the “Applicant”) propose to minor modifications to the property known and numbered as 256 Washington Street, Westwood, MA (hereinafter referred to as the “Subject Property”). Petruzziello Properties, LLC, is the owner of the Subject Property which is shown on Westwood Board of Assessors as Map 23, Lot 184. According to the Westwood Zoning Map, the Subject Property is located in the General Residence (GR) Zoning District.

The Subject Property contains approximately 9,099 square feet of land with over 67 feet of frontage on Washington Street. The Subject Property is occupied by an existing “mixed-use” (i.e., retail and residential apartments) building. According to the records maintained by the Westwood Board of Assessors the existing building was built in 1900. The first floor of the building has a gross floor area of approximately 1,156 square feet (937 net sf). For many years, the first floor had been utilized for retail purposes (most recently a ski shop). On or about October 27, 2017, the Westwood Zoning Board of Appeals issued a special permit allowing the first floor to be utilized to personal service establishments. Applicant has subsequently entered into leases with a barber shop and a tailor shop to occupy the first floor.

Currently, the front façade consists of a single door in the middle with windows to either side of the same. There is currently a concrete walkway which leads from the driveway to the aforesaid single door. Applicant proposes to modify the building façade by replacing the windows with doors. Therefore, upon completion there will be a total of three (3) doors. The middle door will primarily serve the residential units on the upper floors. In addition, each commercial tenant will now have a separate entrance to their respective units. Furthermore, Applicant proposes to extend the concrete walkway so that the same will now provide access to each door. Signs will also be changed (refaced) to reflect the names of the new commercial tenants. No modifications or changes are proposed to the driveway or the parking area at the rear of the property.

## ***II. ENVIRONMENTAL IMPACT AND DESIGN STANDARDS'***

**Section 7.3.8.1 Preservation of Landscape:** Applicant submits that minimal lawn area will be removed and replaced with new walkways. The remainder of the property will remain the same.

**Section 7.3.8.2 Relation of Buildings to Environment:** Applicant submits that the proposed changes are consistent with the building and its use as well as the surrounding area. Furthermore, the changes will make the building more functional and allow tenants to have their own doors into the building. It is noteworthy that the property is located on Washington Street with commercial property to the south is a combination of office and apartments (with a large expanse of pavement in the front yard).

**Section 7.3.8.3 Open Space:** As stated above, Applicant submits that the proposed changes are minimal in nature and necessary to allow tenants to have direct access to their units.

**Section 7.3.8.4 Circulation, Traffic Impact and Alternative Means of Transportation:** No changes are proposed or planned to the existing driveway or parking area.

**Section 7.3.8.5 Stormwater Drainage and Erosion Control:** As stated above, the modifications are the addition of doors and extension of an existing walkway. These modifications are minimal and will not impact drainage.

**Section 7.3.8.6 Advertising Features:** It is anticipated that the existing signs will be re-faced.

**Section 7.3.8.7 Special Features:** It should be noted that there are no new storage areas, exposed machinery installations, or towers/poles. There are no special features.

**Section 7.3.8.8 Safety:** Applicant submits that the proposed modifications increase safety by separating the entrances for commercial and residential space and by extending walkways (from the existing driveway) to each door. As noted there are no changes proposed to the driveway or parking area. This property has been in existence for many years and Applicant is unaware of any safety concerns raised previously.

**Section 7.3.8.9 Heritage:** There are no historical structures or features which are being removed as a result of this project.

**Section 7.3.8.10 Microclimate:** The proposed modifications (doors, walkways) will not introduce any new structures or other features which would emit heat, vapors or fumes, or have any adverse impact on light, air or water resources, or on noise or temperature.

**Section 7.3.8.11 Energy Efficiency:** The new doors will be energy efficient.

**Section 7.3.8.12 Detrimental Effects:** The proposed changes will not introduce any elements which will have a detrimental effect on health, or safety or otherwise be considered a hazard. In fact, Applicant submits that it is beneficial to separate entrances for residential and commercial uses and provide walkways to each door.

**Section 7.3.8.13 Nearby Properties:** It is noteworthy that the property is located on Washington Street with commercial property to the south is a combination of office and apartments (with a large expanse of pavement in the front yard). The proposed modifications are consistent with and will have no negative impact on nearby properties.

**Section 7.3.8.14 Specific Standards for High and Washington Street:** Applicant submits that the doors sizes are appropriate for the area and will blend into the existing building.

**Section 7.3.8.15 Air Quality:** The proposed modifications do not involve the use of any offensive emissions.

**Section 7.3.8.16 Plants and Animals:** This is fully developed site with an existing building. The proposed modifications (new doors and extended walkway) will not cause damage to any wildlife or endangered plant species.

**Section 7.3.8.17 Vibration:** The proposed modifications (new doors and extended walkway) will not cause any offensive vibrations (beyond the boundaries of the property).

**Section 7.3.8.18 Electrical Disturbances:** The proposed modifications (new doors and extended walkway) will not involve EMF emissions.

**Section 7.3.8.19 Historical and Archaeological Sites:** This is fully developed site with an existing building which is not registered with the Massachusetts Register of Historic Places.

**Section 7.3.8.20 Solid Waste:** The proposed modifications (new doors and extended walkway) are not anticipated to generated tree stumps or significant construction debris. Applicant will make appropriate arrangements for the removal and disposal of any construction debris.

**Section 7.3.8.20 Water Quality:** The property is not located in the Water Resource Protection Overlay District.

256  
Washington St  
Westwood, MA

OWNER

mckay architects

25 Bryer Street  
Dorham  
MA, 01928  
ph. 781.228.5400  
www.mckayarchitects.net



REV #	DATE	ISSUANCE
1	12.13.17	Permit Revisions
2	1.4.18	Permit Revisions

**OWNERSHIP & USE OF DOCUMENTS**  
These drawings and specifications are the property and copyright of McKay Architects and shall not be used in whole or in part, or shall be assigned to a third party without the express written permission of McKay Architects. Contractor to verify all information and dimensions in the field prior to start of construction and to notify McKay Architects of any discrepancies.

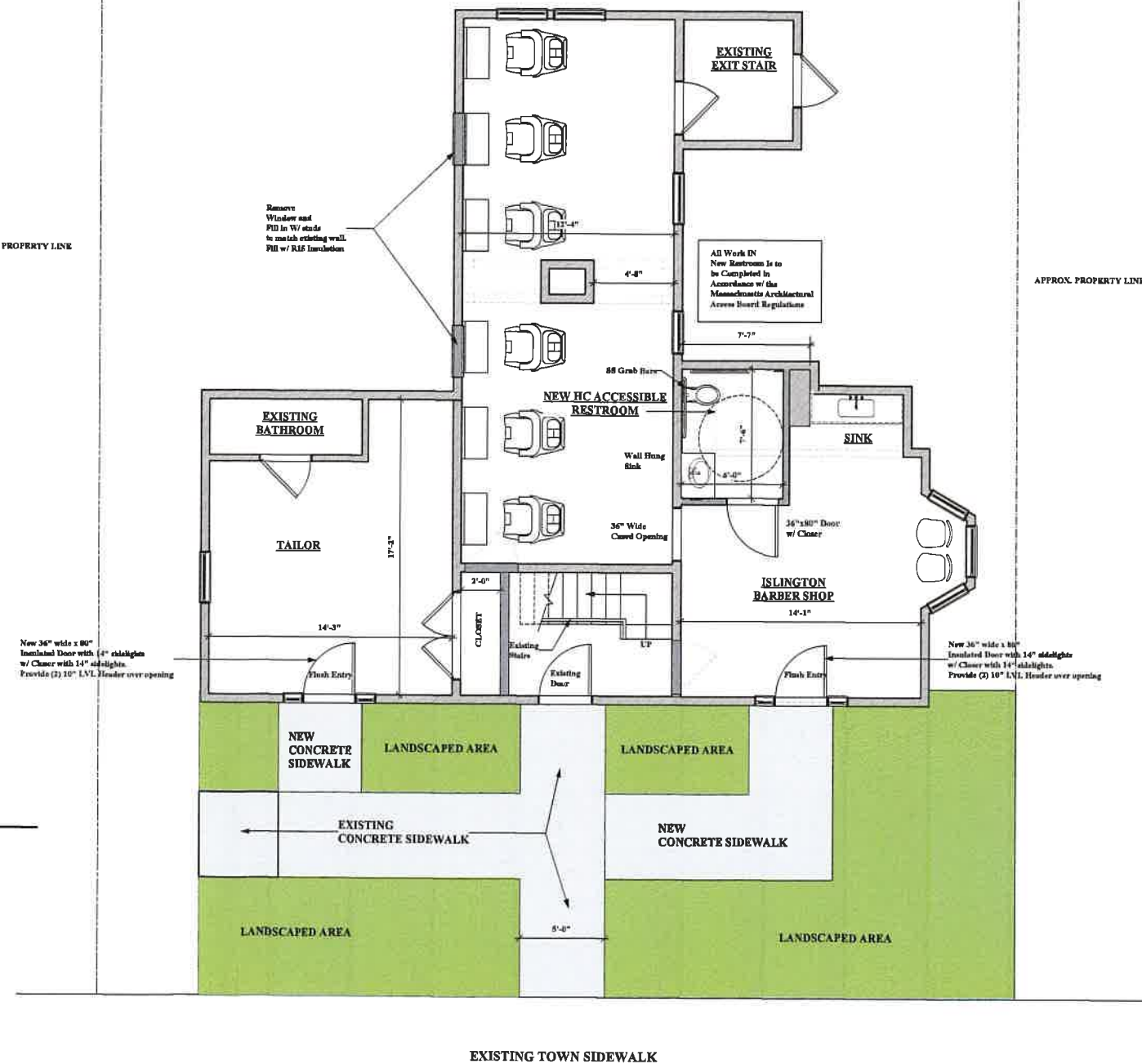
**Proposed Floor Plan & Elevation**

JOB NO	0086
DATE	7.26.17
DWG BY	SH
CRD BY	MLM
SCALE	1/4" = 1'-0"

**A-1.1**



2 Proposed Front Elevation  
A-1.1 1/4" = 1'-0"

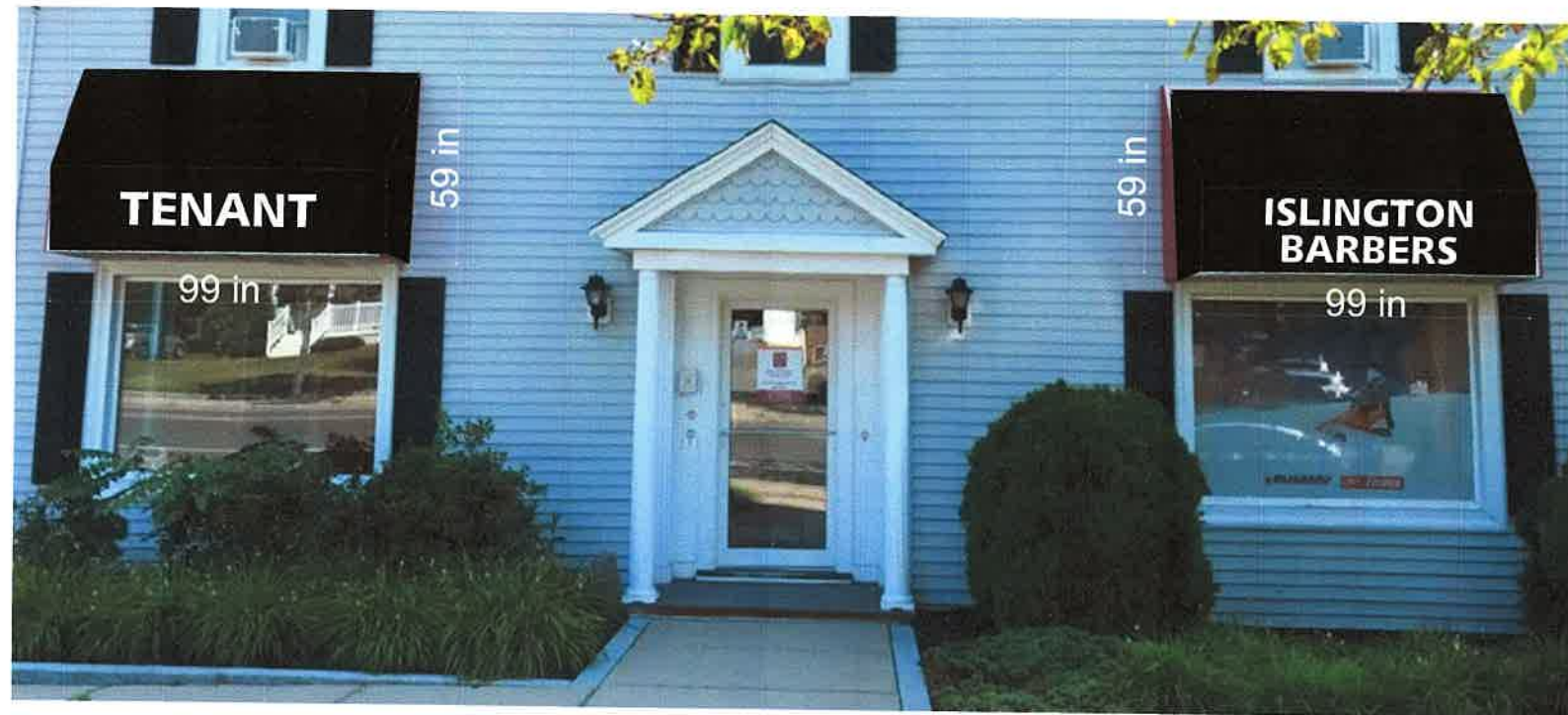


WASHINGTON STREET

1 Proposed Floor Plan  
A-1.1 1/4" = 1'-0"



**QTY 2- AWNINGS**



**QTY 1- DOUBLE SIDED SIGN**



**WALPOLE**  
**Signarama**  
The way to grow your business.

458 High Plain St. Intersection Rts 1 & 27  
Walpole, MA 02081  
508-660-1231  
signaramawalpole.com  
sales@signarama-walpole.com



- Proof colors may vary from monitors & actual sign materials.
- A pdf proof is not a correct representation of printer output color.
- Resolution & Color from files provided by customer are the customers responsibility.
- Hard Proofs can be printed to ensure color satisfaction at a cost to be determined.
- Additional design charges may apply if customer does not proceed with all or part of project

PROOF 1	PROOF 2	PROOF 3	PROOF 4	PROOF 5
FREE	FREE	\$20.00	\$25.00	\$30.00

*This proof is for conceptual use - actual sizes / colors / proportions may slightly vary.*

**CLIENT APPROVAL**

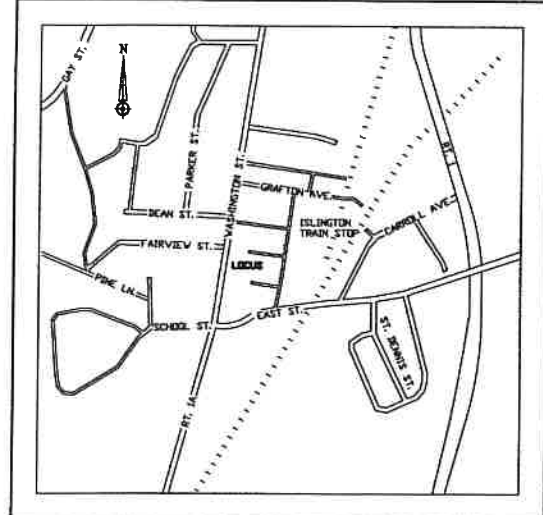
- Client signature ensures all spellings & specifications for signage are correct.
- All errors are your responsibility once final approval is received.
- Additional charges apply if you wish to make changes once artwork has been printed, fabricated and/or installed.

Customer: Supreme

Date: \_\_\_\_\_

Approved By: \_\_\_\_\_

THIS ORIGINAL DESIGN AND ALL INFORMATION CONTAINED HERE IN ARE THE PROPERTY OF SIGN A RAMA, AND SUBJECT TO RETURN. ANY UNAUTHORIZED USE IN FORBIDDEN.



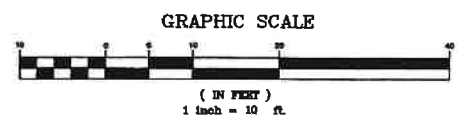
LOCUS  
(NOT TO SCALE)

- LEGEND**
- ⊕ MANHOLE
  - ⊙ DRAIN MANHOLE
  - ⊕ S SEWER MANHOLE
  - ⊕ CATCH BASIN
  - OGG GAS GATE
  - OWG □ BWW ⊙ WS WATER GATES
  - EM ELECTRIC METER
  - RL ROOF LEADER
  - ohw— OVER HEAD WIRE
  - W — WATER LINE
  - S — SEWER LINE
  - D — DRAIN LINE
  - T — COMMUNICATION LINE
  - SIGN
  - ⊕ STUMP
  - ⊕ DECIDUOUS TREE

Underground utilities shown are from field observations and record information and are not warranted to be exact it's size, location, or depth nor is it warranted that all underground pipes or structures are shown.

**F.E.M.A.**  
The property shown lies within ZONE X (areas determined to be outside the 0.2% annual chance floodplain) as shown on FLOOD INSURANCE RATE MAP for THE TOWN OF WESTWOOD COMMUNITY 255225 PANEL NUMBER 0181 E, 0177 E WITH EFFECTIVE DATE OF JULY 17, 2012

**ZONING**  
GENERAL RESIDENCE  
MIN. LOT WIDTH = 30'  
MIN. LOT FRONTAGE = 90'  
MAX. BUILDING COVERAGE = 25%  
LOT AREA = 12,000 S.F.  
MAX. IMPERVIOUS SURFACE = 50%  
FRONT YARD SETBACK = 25'  
SIDE YARD SETBACK = 15'  
REAR YARD SETBACK = 30'  
BUILDING HEIGHT = 35'

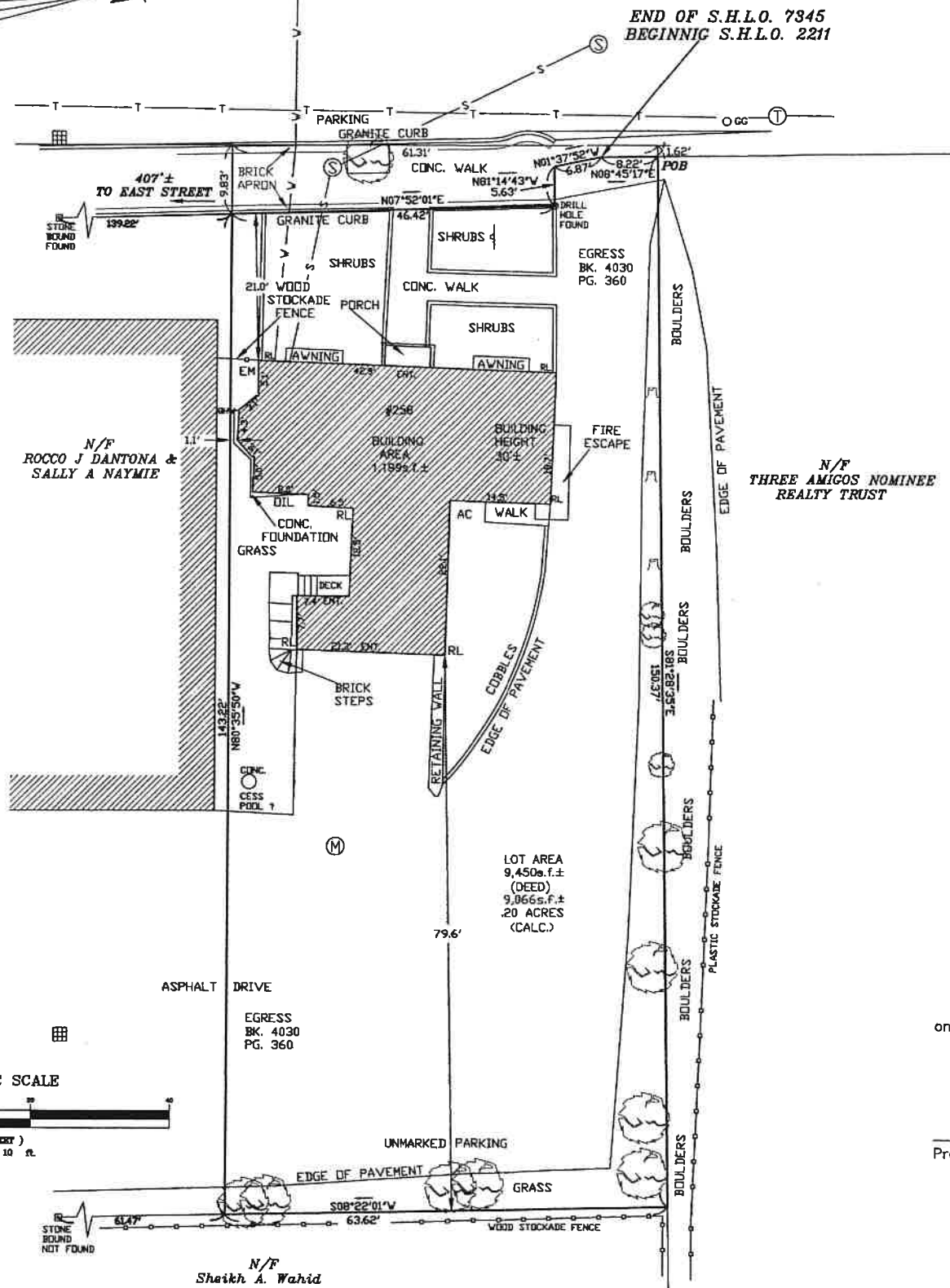


# WASHINGTON STREET

(VARIABLE WIDTH)

S.H.L.O. 7345

BOOK 4030 PAGE 359  
NORFOLK REGISTRY DEEDS



SURVEYORS DESCRIPTION

Beginning at a point on the easterly side line of Washington Street,  
Thence running S81°28'35"E (150.37') feet to a point;  
Thence turning and running S8°22'01"W (63.62') feet to a point;  
Thence turning and running N80°35'50"W (143.22') feet to a point;  
Thence turning and running N7°52'01"E (46.42') feet to a point;  
Thence running N81°14'43"W (5.63) feet to a point;  
Thence running N1°37'52"W (6.87) feet to a point;  
Thence turning and running N8°45'17"E (8.22) feet to the point of beginning.

NORFOLK COUNTY REGISTRY OF DEEDS:

DEED REFERENCE:  
BOOK 13536  
PAGE 339  
PLAN REFERENCE:  
BOOK 4030 PAGE 359

OWNER:  
John C. & Mary B. Harney



I certify that this is a true Plot Plan based on record information.

*[Signature]* 8-18-2017  
Professional Registered Land Surveyor Date

REVISION	DATE

**PLOT PLAN**  
256 WASHINGTON STREET  
WESTWOOD, MASSACHUSETTS  
Scale: 1"=10'  
Date: 8/8/2017  
Drawn By: MFM Job: 4257  
Checked By: SDC Dwg: 4257/MFMPL JOB NO. 4257

**R.E. Cameron & Associates, Inc.**  
*Civil Engineers*  
Land Surveyors  
681 Washington Street, Norwood Massachusetts 02062  
Tel: (781) 789-1777 Fax: (781) 789-8844

