

**TOWN OF WESTFORD**  
**PLANNING COMMISSION MINUTES**  
**Minutes for May 19, 2015 Meeting**  
Approved June 22, 2015

**Commission/Board Members Present:** Jeremy Berger Wendy Doane, Gordon Gebauer and Mark Letorney.

**Absent:** Seth Jensen.

**Also present:** Melissa Manka (Planning Coordinator), David Hutchins, Valarie Lipka, John Doane, David Gauthier and Pat Haller.

The meeting began at 6:05.m.

**Town Center Area Community Wastewater Discussion**

The Planning Commission discussed the wastewater potential, system feasibility and costs of constructing a community wastewater system on the White Church and Jackson properties. They reviewed their budget for carrying out further studies and decided to pursue investigation of the Jackson Farm soils and postpone further investigation of the White Church soils.

John Doane asked whether the White Church would be permitted to complete phase 2 of the wastewater study on their own.

Melissa said absolutely and the Church is more than welcome to have copies of Stone's first study.

The Commission and Pat Haller compiled a list of questions for Stone Environmental to assist then in developing the scope of work

David Gauthier said he would be open to further soil testing as long as he is able to meet with stone first to determine the potential impacts to the land and how to access the site without damaging fields.

Melissa said she would send the questions to Amy to develop the scope of work and contract as well as set up a meeting between David and Amy.

**Westford Land Use & Development Regulations**

The Planning Commission reviewed the public comments from the workshops as well as their proposed revisions. They decided to make a few minor revisions to the document and make a few more uses permitted as opposed to conditional or conditional as opposed to prohibited in certain districts. The Commission agreed to hold a meeting on June 22<sup>nd</sup> to prepare for a public hearing on the regulations and hold the public hearing on July 20<sup>th</sup>.

Melissa will ask Brandy to make the revisions and warn the public hearing.

**Planning Commission Work Plan**

The Planning Commission reviewed and made minor revisions to their work plan.

**Citizens to be Heard, Announcements & Other Business**

There were no citizens to be heard and/or other business to be discussed.

**Minutes of the April 29, 2015 Meeting**

Gordon MOVED to approve the minutes.

Mark SECONDED the motion.

The motion PASSED: 3 – 0.  
Wendy abstained.

**Minutes of the May 5, 2015 Meeting**

Gordon MOVED to approve the minutes.

Wendy SECONDED the motion.

The motion PASSED: 3 – 0.

Jeremy abstained.

The meeting adjourned at approximately 8:44 pm.

Submitted by,

Melissa Manka, Westford Planning Coordinator