

**TOWN OF WESTFORD**  
**DEVELOPMENT REVIEW BOARD MINUTES**  
**Minutes for Monday, June 26, 2017**  
Approved on July 31, 2017

**Board Members Present:** Dennis Angiono, Wayne Brown, William Cleary, Sara DeVico, Jason Hoover and Matt Wamsganz (Chair).

**Board Members Absent:** Lisa Fargo.

**Also Present:** Robert White, Pat Haller, Lynn Gauthier, David Gauthier, Richard Hamlin, Laurie Perry, Kevin Perry, Ronald Perry and Carroll Peters.

The meeting began at 7:15 p.m.

**Continued: Final Plat Public Hearing for a 2-Lot, 1-Unit Subdivision – Wilma W Cowie Irrevocable Trust Property (Robert White – Trustee)**

Bob White was present.

Bob began by stating VLT was willing to grant a water rights easement to Lot 1 and provided a draft deed to the DRB spelling out the easement.

Matt noted that the two remaining plat/site plan issues were depicting the building envelope correctly and depicting the water easement, which could be conditions of approval.

Sara MOVED to close the final plat public hearing.

Bill SECONDED the motion

The motion PASSED: 5 – 0.

**Final Plat Public Hearing for a 2-Lot Subdivision – Ronald Perry Property**

Ronald Perry and Carroll Peters were present.

Carroll gave a brief description of the property as a single family dwelling lot and deferred development lot off Route 128. He noted that the single family parcel was now being proposed as a 5.3 acre lot as opposed to a subdivision by right lot. He added that it was the intent of the owner to keep as much of the agricultural land on the deferred lot so as to ensure its continued agricultural use.

The DRB went through the staff report.

Carroll noted that state statute says the DRB shall review applications under the Selectboard warned regulations and, therefore, they must apply the proposed requirements for existing driveways.

The DRB agreed that the decision can address the fact that Lot 2 is entirely within the R5.

The DRB agreed the deed merging multiple existing parcels to form Lot 1 should be recorded with the plat to ensure the plat does not conflict with the warranty deeds in the land records.

The DRB had a great deal of discussion about the proposed building envelope which did not meet the required front yard setback in order to include the existing, non-conforming single family dwelling. The DRB agreed that a note #9 would need to be added to the plat stating all

new construction shall meet the 50 foot front yard setback and there is a one year limit starting at the time of demolition for reconstructing the non-conforming single family dwelling. They stated that a reference to note #9 must be placed on the nonconforming front yard setback depicted on the plat.

The DRB agreed that the existing driveway sufficiently provides safe emergency access and does not need to be upgraded. They also noted that any driveway serving new development would be need to meet the standards.

The DRB reviewed the proposal under the R5 Planning & Design Standards and awarded the project 30 points.

The hearing was opened to the applicant and no comments were heard.

The hearing was opened to the public and no comments were heard.

Jason MOVED to close the final plat public hearing.

Dennis SECONDED the motion

The motion PASSED: 6 – 0.

### **Sketch Plan Review for 2 Lot Subdivision – Owner: David & Lynn Gauthier Applicant: Town of Westford**

David Gauthier, Lynn Gauthier, Rick Hamlin and Melissa Manka were present.

Melissa began by giving a brief explanation of the project as the subdivision of a deferred development lot to create a designated open space/Town Forest lot.

The DRB went through the staff report.

The DRB was okay with consolidating the preliminary and final plat hearings.

The DRB agreed that due to the nature of the proposal GIS mapping of natural resources and features was sufficient.

The DRB requested metes and bounds on the survey.

Rick Hamlin stated the Gauthiers as the sellers want to make sure all the I's are dotted and T's crossed.

Rick stated that deferred development lots require a 60 foot right of way.

The DRB requested a Town Attorney opinion on this issue.

The DRB was fine with the master plan proposal.

Melissa said she just received an email from the State Permit Specialist stating no permits or Review Sheet were necessary.

Rick requested that the Town ask whether the access points require State permitting of any kind. Melissa said the accesses require local permits but she will check on whether any State permits are necessary.

The DRB agreed that the boundaries as proposed, although irregular, meet the regulations due to the presence and location natural resources and features on the property.

David stated he would not apply for access permits.

Melissa offered that acquiring access permits could be made a condition of approval.

The DRB was okay with that solution.

The DRB discussed the offsite parking proposal and determined it to be fine. They requested a Town Attorney opinion regarding whether more than 75% of the required parking can be located off-site.

**Minutes of the June 12, 2017 Meeting**

Wayne MOVED to approve the minutes as amended.

Bill SECONDED the motion

The motion PASSED: 5 – 0.

Jason abstained.

The meeting adjourned at approximately 9:08 p.m.

Submitted by,

Melissa Manka, Planning Coordinator