

TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
Minutes for April 29, 2015 Meeting
Approved May 19, 2015

Commission/Board Members Present: Jeremy Berger, Gordon Gebauer, Seth Jensen and Mark Letorney.

Absent: Wendy Doane.

Also present: Melissa Manka (Planning Coordinator), Brandy Saxton, Georgette Huffman, Sue Roediger Pat Haller, Sarah Pinto, Marilyn Thomas and Sara DeVico.

The meeting began at 7:15p.m.

Proposed Westford Land Use & Development Regulations –Residential Development Workshop Preparation

The Planning Commission and Brandy Saxton of Place Sense set up the event.

Proposed Westford Land Use & Development Regulations – Residential Development Workshop

Brandy Saxton of Place Sense gave a presentation on the effect the proposed regulations will have on residential subdivision.

A few clarifying questions were asked about the proposed regulations and subdivision process.

Sarah Pinto asked whether the Town could require pedestrian path easements as a part of subdivision.

Brandy stated that the Town would need an Official Map and process to do so. She said it's somewhat involved but can be done.

Sue Roediger was concerned that the 60% PUD open space requirement could be seen as unfair or have more of an impact on smaller subdividable lots.

Georgette Huffman didn't like the PUD requirement for major subdivisions.

2015 Town Plan Update

Melissa told the Planning Commission that the Selectboard held the *2015 Town Plan* Public Hearing on April 23rd and will vote on *2015 Town Plan* on May 14th.

Town Center Community Wastewater Project Update

Melissa said she received a cost estimate and scope of work from Amy at Stone Environmental Inc. to review the *Jackson Farm Soils Investigation*. The Planning Commission had a few questions regarding the project and questioned whether the White Church Wastewater funds should be used to gather further information on the Jackson property. Melissa said she would follow up with Amy to determine the Commission's future course.

Town Common Boundary Line Update

Melissa said she was in the process of contacting Warren Robenstein and she hopes he'll be able to conduct the survey prior to the end of the fiscal year.

Planning Commission Work Plan

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

Minutes of the April 15, 2015 Meeting

Seth MOVED to approve the minutes.

Mark SECONDED the motion.

The motion PASSED: 4 – 0.

Citizens to be Heard, Announcements, Pending Projects & Other Business

The Planning Commission briefly discussed the Brookside Road Conceptual Plan with Pat Haller and will talk about the project in further depth on May 5th.

The meeting adjourned at approximately 9:37 pm.

Submitted by,
Melissa Manka, Westford Planning Coordinator