

**TOWN OF WESTFORD**  
**DEVELOPMENT REVIEW BOARD MINUTES**  
**Minutes for Wednesday, August 12, 2015**  
Approved on September 9, 2015

**Board Members Present:** Wayne Brown, William Cleary, Sara DeVico, Eric Jacobsen and Matt Wamsganz (Vice-Chair),

**Board Members Absent:** Jason Hoover and Tony Kitsos.

**Also Present:** Melissa Manka (Planning Coordinator), David Miskell, Jeffrey Hutchins, Jeffrey Williams, Evan Fitzgerald, David Whitney, Alicia Cote, Doug Hinshaw and Dennis Briggs.

The meeting began at approximately 7:17.m.

**Sketch Plan for a 2-Lot Subdivision– Jeffrey & Anna Hutchins Property (200 acres)**

Jeffrey Hutchins, David Miskell (consultant), David Whitney (engineer) and Evan Fitzgerald (ecologist) were present.

Jeff Hutchins briefly explained his 2 Lot Subdivision proposal.

The DRB went through the staff report.

Matt asked whether the existing farm road would be improved and the Applicant said yes with a portion of the proposed driveway being moved slightly north in the area of the field.

Eric asked if the wastewater piping would cross the stream under the roadway.

Jeff said no and stated both lots would have on-site wastewater disposal.

Evan Fitzgerald said he delineated the class 2 wetlands impacted by the driveway crossing and added that the State is requiring that the existing culverts be replaced with an 18 foot long bridge or box culvert. He said this would benefit the natural functions of the stream by removing a constriction caused by the existing culvert.

The DRB discussed the location of building envelopes, driveways, WRO and viewshed. The group decided to conduct a site visit prior to closing the sketch plan meeting.

The DRB discussed whether to recommend a shared driveway in order to preserve agricultural lands or to allow two separate driveways.

Jeff said both sides of the Lot 2 driveway will be able to be hayed.

The DRB then discuss Fire Department turn arounds. They said they could give a waiver for the eastern pull off, but the western pull off should be removed from the WRO. Evan said the lower wetland was of much higher value than the upper wetland near the eastern pull off.

The DRB then discussed whether the Fire Department could turn around at the home site or whether they would have to back up trucks to the lower turn around.

David Whitney said an ambulance could turn around at the house site, but a fire truck could not due to site restrictions.

The DRB said the Applicant would need to ask the Fire Department's opinion on the matter.

Melissa stated Morgan Brook doesn't have FEMA approved base flood elevations and thus they would not be required.

Eric MOVED to continue the meeting in order to hold a site visit on Monday, August, 17, 2015 at pm at the property with a continued sketch plan meeting to begin at 7:15 pm at the Town Office.

Bill SECONDED the motion.

The motion PASSED: 5 – 0.

### **Sketch Plan for a 13-Lot, 12-Unit Subdivision – Craig McDonald Property (41 acres)**

David Whitney (engineer) was present.

David briefly explained the proposal and stated it was identical to the subdivision proposal from a number of years ago with the exception of two lots which were removed due to Act 250 deer wintering habitat concerns.

The DRB went through the staff report.

The DRB discussed whether emergency pulls offs were necessary due to the width of the private road and suggested the Applicant request a waiver. They also asked that the Fire Department review the plans to ensure the Y intersection is adequate for emergency vehicle maneuvering.

Eric asked how many bedrooms each home could have wastewater approval.

David said five bedrooms and noted that he carried out extensive hydrologic studies to ensure the flow of existing wells in the area would not be impacted by the development.

David Whitney reiterated that the State is no longer concerned with the deer wintering habitat at the rear of the property now that they have removed the two lots that were located in the buffer area. He noted that the Learned Drive development has already impacted the habitat in question.

The DRB discussed the need for a no cut/thinning zone around the perimeter of the subdivision, within the open space and the frontage of each subdivision lot. The DRB asked that the cutting and thinning plans be in color and be included on the survey.

The DRB asked that Brent submit a letter addressing whether this development will negatively affect Plain Road.

The DRB agreed to conduct a site visit prior to preliminary plat review.

The meeting was opened to the public.

Doug Hinshaw suggested that the home owner's association document spell out what the association can and cannot do on the open space and allow motorized vehicles in order to thin trees for deer wintering habitat management. He offered that he follows a forest management plan in order to enhance the deer wintering habitat on property he owns to the north and the selected clearing has greatly improved the habitat.

David Whitney suggested a forester and biologist make management suggestions prior to thinning.

Alicia Cotes said she abuts the property and it's unfortunate that the property will be developed. She said she would like to see a cutting plan for the property to ensure screening will exist between the subdivision and abutting properties.

David Whitney assured her that there would be a 100 foot no cut zone on Lots 7 through 9 which abut her property.

Jeff Williams requested landscaping be planted at the rear of Lots 11 and 12 since none currently exists to ensure the lots don't impact the current character and privacy of the existing lots on Learned Drive.

Jeff Williams asked what would happen to the natural berm on the east side for the property.

David Whitey said Craig McDonald would likely build a home with a walk out basement.

Jeff Williams asked when construction would occur.

David Whitney replied that it could happen as early as next spring.

Melissa submitted Rick Dimeglio's email as evidence and testimony.

David explained he conducted extensive hydrologic studies of the subject property for the State and has received a State of VT Wastewater and Potable Water permit. He also noted that based on the contours and location of the well in question the latter draws water from a different water tables, but neither water table should be contaminated at a depth of 300 feet due to the diversity of layers between existing wastewater systems and existing wells. HE questions whether the existing wells are sealed properly to ensure surface water isn't entering them. He said the proposed wastewater system would not add to any issues due to the fact that the system will have a pretreatment system which will remove 99% of the total dissolved solids and biological matter, is downslope of the Learned Drive wells, and is 800 linear feet away from the well in question. Furthermore, the drilling of the wells to serve this subdivision will not impact the flow of surrounding wells.

The DRB discussed whether to require water sampling and decided against it due to the fact that the state has jurisdiction over wastewater and potable water, the state has already reviewed the proposal and permitted the system, and sampling would require drilling of a test well prior to issuance of a decision. Lastly, the DRB doesn't have the jurisdiction to deny the application based on potable water.

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

There were no citizens to be heard.

### **Minutes of the July 22, 2015 Meeting**

Wayne MOVED to approve the minutes.

Bill SECONDED the motion.

The motion PASSED: 4 – 0.

Eric and Matt abstained.

The meeting adjourned at approximately 9:50 pm.

Submitted by,

Melissa Manka, Planning Coordinator