

TOWN OF WESTFORD
DEVELOPMENT REVIEW BOARD MINUTES
Minutes for Wednesday, August 10, 2016
Approved on August 24, 2016

Board Members Present: Wayne Brown, William Cleary, Sara DeVico, Lisa Fargo, Jason Hoover, Tony Kitsos, Matt Wamsganz (Chair)

Also Present: Sue Adams, Aaron Rabtoy, Heidi Rabtoy, Ryan Marsh, Erik Brennen

The meeting began at 7:15 p.m.

Subdivision Amendment to convert Lot 3 (deferred development lot) into a single family dwelling building lot – Aaron & Heidi Rabtoy property

Matt opened the meeting. Ryan (Rabtoy's engineer) gave an overview of the proposal and confirmed that the wetlands had been delineated. This resolves Issue #1 of the staff report. Ryan shared the new site plan showing said delineation.

The DRB reviewed the staff report.

Tony suggested that the south and east boundaries of the building envelope be moved back several feet so as not to lie directly on the R10 set back. The extra space would allow for some wiggle room during the development/construction stage.

The road and driveway standards were discussed. The Board confirmed that the 50ft right of way across Lot 1 to access Lot 3 is by definition a private driveway; it is not an extension of Twin Hill Road. Twin Hill Road dead ends at Lot 1.

Tony reminded the applicant that should the proposed driveway ever be extended to connect to the developments to the west (North Ridge/Kings Hill), said driveway would then become a private road and would need further review by the Board to ensure it complies with road standards.

Regarding Section 321.D (2), the Board agreed there is no need for the applicant to get a letter from the Westford Road Foreman because the proposal is for a private driveway, not a town road.

Jason pointed out that Twin Hill Road is a dead-end and therefore must comply with the new dead-end road standards. Sara reiterated the importance of these standards in light of fire safety and emergency situations. Currently, the circular end of Twin Hill at Lot 1 is adequate for emergency vehicle turnouts.

Tony made a MOTION to add two additional conditions to the final decision:

- 1.) If the total length of the proposed driveway is greater than 600 feet, the driveway shall be constructed with a turnout that adequately accommodates emergency vehicles in accordance with the road standards set forth in the Westford Land Use and Development Regulations.
- 2.) All culverts shall be a minimum of 18 inches in diameter and be depicted and labeled on site plans.

Sara seconded.
Motion passed 7-0.

At 8pm Matt opened the floor to public comment. There was none.

Bill MOVED to close the public hearing.
Wayne seconded.
The motion passed 7-0.

Minutes

Tony MOVED to approve the July 27, 2016 minutes as amended.
Wayne seconded.
Motion passed 7-0.

Deliberative Session – Pelkey Subdivision Amendment to enlarge building envelope

At 8:15pm Tony MOVED to open the deliberative session.
Matt seconded.
Motion passed 7-0.

Sue shared a legal opinion from Vermont League of Cities and Towns regarding the consideration of a building envelope as development under our new regulations.
The R5 Point system and findings of fact were discussed at length.

At 9:30pm Jason MOVED to close the deliberative session.
Sara seconded.
Motion passed 7-0.

The meeting adjourned at 9:31p.m.

Submitted by,
Sue Adams
Interim Planning Coordinator