

**TOWN OF WESTFORD**  
**DEVELOPMENT REVIEW BOARD MINUTES**  
**Minutes for Monday, August 17, 2015**  
Approved on September 9, 2015

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

**Board Members Absent:** Eric Jacobsen and Tony Kitsos.

**Also Present:** David Miskell and Jeffrey Hutchins.

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

The site visit began at approximately 6:00 p.m.

Jeffrey Hutchins and David Miskell (consultant) were present.

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

The meeting began at approximately 7:15 p.m.

Jeffrey Hutchins and David Miskell (consultant) were present.

The DRB made the following determinations/suggestions:

1. The Lot 1 building envelope should be described by the WRO to the east and south, the Lot 2 driveway, and the ledge at the front of the property located approximately 200 feet from Rte. 128.
2. The Morgan Brook crossing and alterations appear to be fine, especially given the State permitting involved.
3. The eastern emergency vehicle pull off can stay within the WRO.
4. The Fire Department will need to comment on the lack of turn arounds at the home site and determine whether the lower pull off can be used as an alternative.
5. The wetlands to the north and west of the Lot 2 building envelope should be delineated in order to create an accurate building envelope meeting WRO setbacks.
6. The elevation of the site is similar to the elevation of Rte. 128 and the Lot 2 building envelope will define the area allowed to be cleared of vegetation.

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

There were no citizens to be heard.

The meeting adjourned at approximately 7:35 p.m.

Submitted by,  
Melissa Manka, Planning Coordinator