

**TOWN OF WESTFORD
DEVELOPMENT REVIEW BOARD MINUTES**
Minutes for Wednesday, January 28, 2015
Approved on *****, 2015

Board Members Present: Wayne Brown, William Cleary, Eric Jacobsen, Tony Kitsos (Chair), Casey Mathieu and Matt Wamsganz.

Board Members Absent: Jason Hoover.

Also Present: Melissa Manka (Planning Coordinator) and Travis Lavallee.

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

Sketch Plan for a 2-Lot Subdivision Amendment–Travis Lavallee Property

Travis Lavallee was present.

Travis informed the DRB that he recently purchased the property with the intent of building a single family residence on the 26 acre parcel.

The DRB went through the staff report and determined there were no major issues.

The DRB briefly discussed the location of the building envelope and the requirement that it not include the WRO or FHO. They also requested that it impact the least amount of prime agricultural soils.

The DRB asked that Travis have the appropriate revisions made to the survey and site plans as well as receive a Letter of Intent from VTrans prior to the final plat application submission.

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

Minutes of the January 14, 2014 Meeting

Casey MOVED to approve the minutes.

Tony SECONDED the motion.

The motion PASSED: 6 – 0.

Other Business, Citizens to be Heard & Announcements

The DRB briefly discussed VLCT's opinion on whether the DRB has the ability to make a conforming lot a non-conforming in order to make an adjacent non-conforming lot conforming. It was the opinion of VLCT that the DRB cannot make a conforming lot non-conforming under any circumstance.

The DRB then discussed the Town Attorney's opinion as to whether it's a conflict of interest to sit on the DRB and Selectboard at the same time. It was the Town Attorney's opinion that, while not prohibited under state statute, it is not advised and could be seen as a conflict of interest. Casey stated that he will likely resign from the DRB if he is elected to the Selectboard in March.

The meeting adjourned at approximately 8:30pm.

Submitted by,
Melissa Manka, Planning Coordinator