

TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
Minutes for January 7, 2015 Meeting
Approved February 11, 2015

Commission/Board Members Present: Wendy Doane, Gordon Gebauer, Seth Jensen and Mark Letorney.

Absent: Jeremy Berger

Also present: Melissa Manka (Planning Coordinator).

The meeting began at 6:14 p.m.

Draft Unified Land Use & Development Regulations

The Planning Commission reviewed Chapter 3 (Development Standards) of the draft Unified Regulations and made minor revisions. Brandy said she would rework the driveway and road standard language so it better aligns with the Westford Fire Department's wishes.

The only chapter the Planning Commission has not re-reviewed at this time is the Chapter 5 (Definitions).

Draft 2015 Town Plan Public Hearing Prep

Melissa will add a PowerPoint slide summarizing the Commission's revisions and work with Jeremy on the public hearing presentation.

Town Common Boundary Update

Gordon said he left Warren Robenstein a message to contact him and he is awaiting Warren's reply.

Planning Commission Work Plan

The Planning Commission reviewed their work plan and discussed that the Unified Regulation Workshop dates would not be formalized until the Planning Commission completed review of the draft regulations.

Minutes of the December 15, 2014 Meeting

The Planning Commission will review minutes at their next meeting.

The meeting adjourned at approximately 9:00 pm.

Submitted by,
Melissa Manka, Westford Planning Coordinator