

TOWN OF WESTFORD
DEVELOPMENT REVIEW BOARD MINUTES
Minutes for Wednesday, July 22, 2015
Approved on August 12, 2015

Board Members Present: Wayne Brown, William Cleary, Sara DeVico, Jason Hoover and Tony Kitsos (Chair),

Board Members Absent: Eric Jacobsen and Matt Wamsganz.

Also Present: Melissa Manka (Planning Coordinator), James Hall, Frank Hall, Beverly Hall, Lois Gerome and Alice Giroux.

The meeting began at approximately 7:21 15p.m.

Sketch Plan for a 3-Lot, 1-Unit Subdivision– Alice Giroux, Beverly Hall, Francis Hall, James Hall, Raymond Hall & Lois Jerome Property

James Hall, Frank Hall, Beverly Hall, Lois Gerome and Alice Giroux were present.

Frank explained they were proposing to divide the property into three separate lots so that each sibling would have an equal portion of their father's estate.

The DRB discussed the shape of Lot 3 in relation to the existing Giroux Lot. They determined that the dog leg shape was unavoidable given the location of the existing Giroux lots and the desire to keep each lot 44.6 acres. They stated the Applicants would need to formally request said waiver in writing.

The DRB asked that any logging roads and/or additional structures be depicted on the site plans.

The DRB asked which road would be used to access Lot 1 and James said Rollin Irish Road.

The DRB discussed if and when the driveway standards would be triggered for Lot 2. They determined that any new dwellings would trigger conformance with the emergency vehicle standards and potentially a water resource overlay conditional use permit depending on the location of said dwelling.

The DRB had no further questions.

The Applicants asked what the process was from this point.

Melissa said she would send a letter in the next few days outlining the additional items that would need to be submitted for the final plat hearing such as wastewater plans, site plans, deeds, etc. and once submitted the DRB would hold a final plat hearing within approximately 30 days, at which time the DRB would make a formal decision.

Other Business, Citizens to be Heard & Announcements

There were no citizens to be heard.

Westford Land Use & Development Regulation Planning Commission Public Hearing

Melissa gave a brief overview of who the Planning Commission's public hearing on the proposed regulations went on Monday.

Development Review Board Conditions of Approval

The DRB had a lengthy discussion on whether to maintain a condition requiring that all state permits be acquired prior to recording a project mylar. They discussed alternatives such as requiring state permits prior to receiving a zoning permit or dropping the requirement altogether. Ultimately, they decided to maintain the requirement due to the fact that the local permit is useless unless state permits are acquired. Furthermore, maintaining surveys in the land records for projects that are unable to attain all necessary permits muddles the understanding of the approvals and allowed use of the property for town officials, land owners and abutters in the future. They also discussed the fact that the proposed regulations will allow for a 90 mylar extension if additional time is needed in order to receive all required state approvals.

Minutes of the June 24, 2015 Meeting

Wayne MOVED to approve the minutes.

Bill SECONDED the motion.

The motion PASSED: 5 – 0.

Wayne and Sara abstained.

The meeting adjourned at approximately 9:12 pm.

Submitted by,

Melissa Manka, Planning Coordinator