

**TOWN OF WESTFORD**  
**DEVELOPMENT REVIEW BOARD MINUTES**  
**Minutes for July 9, 2014 Meeting**  
Approved on August 13, 2014

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

**Board Members Absent:** Wayne Brown.

**Also Present:** Melissa Manka (Planning Coordinator), Jason Boissoneault, James Jorschick, Leni Jorschick, Lincoln Brown and Rebecca Macomber.

The meeting began at approximately 7:16 p.m.

**2 Lot Subdivision and Conditional Use Permit Amendment - Owner: Helene Jorschick Applicant: Lincoln Brown.**

Leni Jorschick, Rebecca Macomber, Lincoln Brown and James Jorschick were present.

The DRB reviewed the materials in their packets.

Melissa stated that the ZBA and Fire Department originally requested a 14 foot driveway. However, the ZBA approved site plans depicted an 18 foot wide driveway. Additionally, the Applicant requested and the site plans depicted an 18 foot wide during the original subdivision review process. Therefore, the Commission approved an 18 foot wide driveway. Melissa stated that the regulations currently require 14 foot wide driveways.

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

Eric MOVED to close the public hearing.

Matt SECONDED the motion.

The motion PASSED 6 – 0.

**Sketch Plan Review for a 2-Lot Subdivision/Boundary Line Adjustment– Samantha Farrell Litchfield & Robert Litchfield property & Jason Boissoneault property**

Jason Boissoneault was present.

The DRB discussed whether the application should be categorized as a boundary line adjustment or a subdivision per the definition of each.

Bill said subdivision review seemed too costly and cumbersome for a parcel being used for agricultural purposes.

Eric said it didn't matter whether a major or minor land transferred was proposed because the land to be conveyed would be merged with an existing lot so he didn't believe the Applicant shouldn't have to go through subdivision review.

Jason also agreed that subdivision review was unnecessary and cumbersome for what was being proposed.

The majority of the DRB members felt it should be treated as a boundary line adjustment but agreed that the regulations do not allow for it to be treated as such due to the current definitions and the amount of acreage being transferred. Therefore, they categorized the project as a subdivision.

They asked that the Planning Commission discuss the definitions of each and determine whether the increased review is really necessary.

Tony asked how the existing Boissoneault property was accessed to ensure the proposal didn't add acreage to a landlocked parcel.

Jason Boissoneault said he thought the DRB had agreed he would grant access via an abutting parcel if he ever conveyed the land.

Melissa stated her understanding of the 2008 boundary line adjustment was that the "Nolan lot" had access via an existing right of way.

Jason said it did but he does not actually access the property using the legal right of way.

Melissa said he should submit the deed for the "Nolan lot" proving the parcel has access.

Melissa added that the deed conveying Reilly's land to Boissoneault would need to be corrected/revised to state the acreage is merged with the "Nolan Lot" per the DRB's previous decision.

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

### **Current vs. Draft Town Center Area Zoning Regulations**

The DRB discussed the proposed form based code and had the following comments:

Bill – Sees a benefit to having a FBC point system where standards would be prioritized with a certain point value and in order to gain approval a certain amount of points would need to be reached; Realizes a point systems would make the language more complex; Feels some flexibility has to be added to the draft FBC; FBC for PUDs is a turn off and lacks privacy; Is now less adverse to the idea of FBC but likes Matt's idea of confining it to the Town Common Area, Likes the relaxed guidelines for businesses moving into pre-existing structures; Recommends that going forward the DRB should keep track of regulation uncertainties /problems and report them to the Commission; Requests more constructive joint meetings with Commission.

Jason – Not in favor of point system but would rather keep it simple; Could look at Montpelier's point system to see how they blend the two types of regulations; Maintain DRB site plan review because the town has been harmed by one person decision making in the past; Ok with FBC.

Tony – Commission could value a point system so certain standards would have to be implemented no matter what; Ok with FBC in Town Common Area; Maintain DRB site plan review with flexibility/waivers allowed on a case by case basis.

Eric – Solar panels, junkyards and agriculture should be regulated; Not in favor of FBC because it's government overreach; Maintain DRB site plan review; Not in favor of one person review due to the past history in Town; Believes 4 to 7 individuals with a diverse perspective should review development applications.

Matt - Maintain DRB site plan review; Not comfortable with one person review of variable situations and values on public input; Not ok with FBC for Town Village, Town Center or AFR 2; Ok with FBC in Town Common Area; Extensive FBC would infringe on property owner rights.

Casey – Good from business point of view; Maintained DRB application review important; Not in favor of one person decision making, Ok with Town Center Area FBC; Not sure about more review in AFR 2.

**Minutes of the April 9, 2014 & April 23, 2014 Meetings**

The DRB will review these minutes at their next meeting.

The meeting adjourned at approximately 9:59 pm.

Submitted by,

Melissa Manka, Planning Coordinator