

TOWN OF WESTFORD
DEVELOPMENT REVIEW BOARD MINUTES
Minutes for Wednesday, March 23, 2016
Approved on May 11, 2016

Board Members Present: Wayne Brown, Sara DeVico, Eric Jacobsen and Tony Kitsos (Chair).

Board Members Absent: William Cleary, Jason Hoover and Matt Wamsganz.

Also Present: Melissa Manka (Planning Coordinator).

The meeting began at approximately 7:18 p.m.

Final Plat for a 2-Lot Subdivision Amendment–Travis Lavallee Property

Travis Lavallee was present.

The DRB reviewed the staff report and made the following comments:

- The scale on the site plans must be corrected.
- An emergency pull off must be depicted on the site plans in the location recommended by the Fire Dept.
- The driveway must at a minimum meet the Type B Emergency Vehicle Standards.
- The site plans must show an adequate turn around by the house and the Fire Dept. must confirm the turnaround is adequate.

Travis said there were no steep slopes present on the property.

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

Continued: Final Plat for a 2-Lot Subdivision– Jeffrey & Anna Hutchins Property

Jeff Hutchins and David Miskell (consultant) were present.

The DRB went through the staff report.

The DRB asked that the dark line running along the north side of the driveway serving Lot 2 be defined.

Jeff confirmed that additional restoration work would not be conducted within the WRO.

Jeff stated that he did not plan to install guardrails. The DRB stated that the Fire Dept. would need to inspect the bridge prior to the issuance of the Certificate of Occupancy and, if requested, guardrails would need to be installed.

The DRB confirmed that removal of vegetation within the WRO is permitted per the VT Stream Alteration permit only.

David stated that there weren't any steep slopes in the developable area on Lot 2, with the exception of the bank of Morgan Brook which will be stabilized as a part of the VT Stream Alteration permit.

The DRB discussed Lot 1's building envelope. Jeff stated he would like to build an agricultural structure north of the ledge on the property. The DRB was fine with the building envelope.

The DRB stated that the site plans need to define the FHO and building envelopes.

The DRB asked that the green house label be omitted from Lot 1.

The DRB stated that the survey and site plan must accurately reference the abutting property

owners.

The DRB stated that diseased, dangerous and invasive trees may be removed outside of the building envelope.

Melissa said that the road name Crystal Fall Lane has been approved and should be placed on the plans.

Jeff stated that Fire Dept. should be able to turn around at the end of Lot 2's driveway.

David said more than ½ acre of Lot 1 is impervious and they do not know how much impervious surface is on Lot 2.

The DRB agreed there were no alternatives to accessing this portion of the property without crossing the WRO and the proposal is the minimum impact possible to provide access.

Tony MOVED to close the public hearing.

Sara SECONDED the motion

The motion PASSED: 4 – 0.

Continued: Final Plat for a 3-Lot Subdivision– Alice Giroux, Beverly Hall, Francis Hall, James Hall, Raymond Hall & Lois Jerome Property

Wayne MOVED to continue the public hearing until May 11th at 7:15 p.m. at the Town Offices.

Sara SECONDED the motion

The motion PASSED: 4 – 0.

Minutes of the February 10, 2016 Meeting

Wayne MOVED to approve the minutes

Tony SECONDED the motion

The motion PASSED: 4 – 0.

Citizens to Be Heard, Announcements & Other Business

Tony MOVED to appoint Matt as Chair, Bill as Vice Chair and Jason as Clerk.

Wayne SECONDED & THIRDED the motion.

The motion PASSED: 4 – 0.

The meeting adjourned at approximately 9:07 p.m.

Submitted by,

Melissa Manka, Planning Coordinator