

TOWN OF WESTFORD
DEVELOPMENT REVIEW BOARD MINUTES
Minutes for Wednesday, May 6, 2015
Approved on May 27, 2015

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

Board Members Absent: Casey Mathieu.

Also Present: Melissa Manka (Planning Coordinator), Michael Gravais, Sara DeVico, Lani Plonski, Dennis O'Donnell, Richard Mathieu, Fred Boyden, Kim Boomhower, Mike LeVonway and Cheryl Gates.

The meeting began at approximately 7:20p.m.

Final Plat for a 2-Lot Subdivision –Cheryl Gates, Beverly Gates, Brenda Potter & Dianna Allen Property

Michael Gravis and Cheryl Gates were present.

Michael began by explaining the subdivision proposal.

Cheryl told the DRB that the house site was cleared seven years ago by the prior land owner and no longer contains deer wintering habitat.

The DRB then discussed the staff report.

The DRB informed the Applicant that additional road upgrades will be triggered by future dwelling proposals.

The DRB requested more information regarding road, stormwater and erosion control design.

Melissa said concerns about the proposed roadway have been raised by interested persons. She listed the issues as being the difficulty of road widening, the design and location of stormwater infrastructure and erosion control measures, preservation of the stone wall, preservation of access to adjoining properties and the impacts of cut and fill on access and stormwater.

Tony said he would like contours, ditching and culverts for the roadway depicted on the site plans.

Michael said he located the centerline road profile, but he didn't locate anything outside of the roadway.

Tony said the DRB is considering whether to grant a road length waiver and in order to do so the DRB will require more information on the impacts to adjoining properties and the adequacy of emergency access.

Matt added that they will need to submit a grading plan instead of a road profile.

Michael said he will also locate the stone walls on the site plans.

Jason asked the distance between emergency pull offs.

Michael answered 450, 550, 600, 550 and 100 feet.

Matt asked the width of the easement.

Michael answered 60 feet.

Matt said it was important to show more detail on the plans to ensure all work is located within the right of way.

Tony asked if there was language in the deeds regarding preservation of the stonewall.

Michael said he would check.

Tony asked if the board would like to conduct a site visit and they said yes.

Tony asked that the location of the emergency pull offs, building envelope and proposed culverts be flagged prior to the site visit.

Melissa said she spoke with the Fire Department and the Department requested an invitation to any scheduled site visits. Furthermore, she said they requested that the decision state emergency pull offs and turn arounds must be maintained, plowed and unimpeded at all times. Furthermore, they stressed that the entire 14 feet of driveway meet the Type B Emergency Vehicle standards and taper after 14 feet of drivable surface.

The meeting was opened to the DRB for further comment and no comments were heard.

The hearing was opened to the Applicant for further comment and no comments were heard.

The hearing was opened to the public for further comment.

Fred Boyden questioned whether the road construction standards were common practice and procedure in towns, because they seemed overly burdensome and expensive, especially given the fact that the Town threw up the road against the wishes of the individuals owning property in the area.

Matt said the DRB administers the rules and regulations but does not write them. Furthermore, he said the standards are no different than many other towns in Chittenden County or elsewhere. Tony added that the Selectboard has sole authority to make decisions regarding public roads and/or the discontinuance of public roads.

Cheryl said the standards in Westford are far more burdensome than those in Bakersfield, Jeffersonville, etc.

Tony MOVED to continue the final plat public hearing until May 27, 2015 at 7:15 pm with a site visit of the property at 5:30 pm.

Jason SECONDED the motion.

The motion PASSED: 6 – 0.

DRB Interviews

Matt MOVED to go into executive session to conduct interviews.

Tony SECONDED the motion.

The motion PASSED: 6 – 0.

Matt MOVED to come out of executive session and recommend Kim Boomhower or Sara DeVico to fill the DRB vacancy.

Tony SECONDED the motion.

The motion PASSED: 6 – 0.

DRB Summit Overview

The DRB briefly discussed the CCRPC DRB Summit attended by Tony, Bill and Eric in April of 2015.

Minutes of the April 8, 2015 Meeting

Wayne MOVED to approve the minutes.

Bill SECONDED the motion.

The motion PASSED: 4 – 0.

Jason and Matt abstained.

Other Business, Citizens to be Heard & Announcements

The DRB briefly discussed recent threats made to the Town by a frustrated resident.

The meeting adjourned at approximately 10:00 pm.

Submitted by,
Melissa Manka, Planning Coordinator