

TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
Minutes for November 11, 2014 Meeting
Approved November 19, 2014

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

Absent: Jeremy Berger

Also present: Melissa Manka (Planning Coordinator) and Brandy Saxton.

The meeting began at 6:01 p.m.

Transect & District Maps

The Planning Commission reviewed and approved of the draft transect and district maps. The draft maps will be presented to the public for comment at a future date.

Draft Unified Land Use & Development Regulations – Chapter 2

The Planning Commission and Brandy reviewed chapter 2 of the draft Unified Regulations and made revisions. The Planning Commission decided to propose nursery schools as a permitted use in all districts due to local need and agricultural enterprises as conditional uses in all districts. Lastly, Seth offered to provide the Commission with Hyde Park's public art language.

Town Common Wastewater Disposal Update

Melissa gave an update on the White Church Wastewater Project. She stated Phase 2 will likely cost \$2,000 to \$2,800 more than expected, but this phase would bring the project to 90% of final engineering. The total cost would be approximately \$6,800. Furthermore, she stated that the Spiller property may be eligible for a wastewater exemption which would allow the house to be demolished and the garage converted to a three bedroom without a state permit. This would allow the Town to maintain the existing wastewater capacity/system on the property with minimal expense. She is waiting for a final determination from the State.

Planning Commission Work Plan

The Planning Commission reviewed and made minor changes to their work plan. The Commission will next meet to review the remaining chapters of the draft Unified Regulations on January 7th. They will work on the draft Town Plan until that time. Gordon will draft the December newsletter article with the topic being the proposed zoning districts and draft zoning district map.

Minutes of the November 3, 2014 Meeting

The Planning Commission will review these minutes at their next meeting.

The meeting adjourned at approximately 8:30 pm.

Submitted by,
Melissa Manka, Westford Planning Coordinator