

TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
Minutes for October 21, 2014 Meeting
Approved November 3, 2014

Commission/Board Members Present: Jeremy Berger (Chair), Wendy Doane, Gordon Gebauer and Seth Jensen.

Absent: Mark Letorney.

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

The meeting began at 6:09p.m.

Draft Unified Regulations

The Planning Commission reviewed Sections 1 and 4 of the draft Unified Land Use and Development Regulations with Brandy Saxton and made minor revisions.

Planning Commission Work Plan

The Planning Commission reviewed and revised their work plan.

FY 15 Special Project Budget – Prioritizing & Planning

The Planning Commission discussed the need to retain use of the grandfathered wastewater system located on the Spiller Property to serve the town office/library, if necessary, prior to the building's demolition. Seth and Melissa agreed to research the method of retaining the wastewater system and its current capacity and report back to the Commission and Selectboard. The Commission agreed that retaining use of the system on the Spiller property and conducting the second phase of studies on the White Church property should be a priority of the Town and funded accordingly.

November Newsletter Article

The Planning Commission reviewed and approved of Wendy's newsletter article.

Minutes of the October 14, 2014 Meeting

Seth MOVED to approve the minutes.

Gordon SECONDED the motion.

The motion PASSED: 3 – 0.

Gordon abstained.

The meeting adjourned at approximately 9:49 pm.

Submitted by,
Melissa Manka, Westford Planning Coordinator