

TOWN OF WESTFORD
DEVELOPMENT REVIEW BOARD MINUTES
Minutes for Wednesday, September 24, 2014
Approved on November 12, 2014

Board Members Present: Wayne Brown (Clerk), William Cleary, Jason Hoover, Tony Kitsos (7:23 p.m.) and Casey Mathieu.

Board Members Absent: Eric Jacobsen and Matt Wamsganz.

Also Present: Melissa Manka (Planning Coordinator), Cheryl Gates, Eric Martin, Suzanne Martin and Fred Boyden.

The meeting began at approximately 7:15p.m.

Sketch Plan Review for a 2-Lot Subdivision –Cheryl Gates, Beverly Gates, Brenda Potter & Dianna Allen Property (87.8 acres)

Cheryl Gates was present.

The DRB began by reviewing the staff report.

The DRB agreed the access road will need to conform to Type B Emergency Vehicle Standards since 3 house sites would be served by the access road.

The DRB asked the Applicant to determine how many homes and lots are/will be accessed by the Apple Tree Lane right of way in order for them to be able to classify the private road, shared driveway and individual driveway portions correctly.

Suzanne Martin stated that the O'Donnell parcel may in fact be 2 parcels.

Eric and Suzanne Martin asked that the Applicant notify them of road work since they own the land under the Apple Tree Lane right of way and their stone walls have already been damaged by the Gates' work within the right of way.

Fred Boyden stated that his parcel to the east is landlocked and asked if this proposal could remedy the situation. He said the Selectboard discontinued the public road Old Como Road in the 1970s (now private road Apple Tree Lane) which landlocked his parcel.

Cheryl said she is willing to discuss providing access to Fred.

The DRB asked that the Applicant talk to the Fire Department about access and turn arounds due to the length of the proposed access road.

The DRB then discussed Lot 2's shape.

Jason wasn't pleased with the proposed shape because it makes the parent parcel more oddly shaped.

Cheryl explained that the lot features prohibited shifting the site north, east or west while maintain a 10 acre lot.

Tony stated that irregularly shaped deferred development lots have been created numerous times. He said the important thing is that the proposed development lot has a regular shape. Tony added that the Applicant is proposing to building off an existing road on a historical building site.

The DRB agreed the proposed lots shapes were fine.

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

Draft Zoning Regulations for Small Scale Business in the AFR 2 District

The DRB generally did not like the proposal and/or point system.

More specifically, they had the following comments:

- AFR 2 Performance Measure #1 – omit Rte. 128 & Rte. 104 and add Rte. 128 & Westford-Milton Rd.
- AFR 2 Performance Measure #10 – change “farming” to “agriculture”.
- AFR 2 Performance Measure #11 – increase number of trips per day.
- Require Landscape Architects only, even for small projects.
- Create site plan regulations that back up the AFR 2 performance standards and allow the DRB to regulate issues such as hours of operation, trip ins, etc.
- Developers will use the point system in order to get around/take advantage certain regulations and harm abutting property owner’s quality of life.
- The criteria is too subjective and will result in appeals.
- The DRB wants to maintain review of commercial applications.

Minutes of the August 13, 2014 Meeting

The DRB will review their minutes at their next meeting.

Town Center Form Based Code Planning Commission Letter

The DRB reviewed a letter from the Planning Commission responding to the DRB’s Town Center Area FBC comments.

The meeting adjourned at approximately 9:39 pm.

Submitted by,
Melissa Manka, Planning Coordinator