

TOWN OF WESTFORD
PLANNING COMMISSION & DRB MINUTES
Minutes for September 9, 2014 Meeting
Approved September 22, 2014

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

Absent: N/A

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

The meeting began at 7:09 p.m.

Draft AFR 2 Zoning Regulation

The Planning Commission reviewed and revised the proposed AFR 2 Zoning Regulations.

Draft Unified Regulations

The Planning Commission briefly reviewed and discussed Section 3 (Site Design & Engineering Standards) of the proposed Unified Regulations.

September 17th Community Workshop

The Planning Commission touched on the logistics of the community workshop. Brandy and Melissa will plan and set up in the same manner as previously done. Jeremy will give the introduction to the workshop. The Commission agreed to conduct a group exercise at the workshop, in which the public will review and rate a site plan using the proposed point system. Melissa will find a good example site plan to use for the exercise.

Planning Commission Work Plan

The Planning Commission reviewed their work plan and moved the October 13th meeting to October 14th and add October 20th to the meeting schedule.

Minutes of the August 20, 2014 Meeting

Seth MOVED to approve the minutes.

Gordon SECONDED the motion.

The motion PASSED: 4 – 0.

Wendy abstained.

The meeting adjourned at approximately 9:40 pm.

Submitted by,
Melissa Manka
Westford Planning Coordinator