

**TOWN OF WESTFORD  
DEVELOPMENT REVIEW BOARD MINUTES  
Minutes for Monday, January 8, 2018  
Approved on March 12, 2018**

**Board Members Present:** Dennis Angiono, Wayne Brown, William Cleary, Sara DeVico, and Matt Wamsganz (Chair).

**Board Members Absent:** Lisa Fargo.

**Also Present:** Melissa Manka (Planning Coordinator), Jesse Danner, Jake Smith and Eddie Smith.

The meeting began at 7:15 p.m.

**Amendments to Agenda**

There were no amendments proposed.

**2 Lot Subdivision – Owner: Stephen and Doreen Goodrich (26.48 acres)**

Jesse Danner (project engineer) was present.

Jesse briefly explain the project as a single family dwelling lot containing all existing development and infrastructure and one deferred development lot.

The DRB went through the staff report.

The DRB reported that they're fine with the proposed building envelope location and roadway construction. They noted that they'll reevaluate the roadway if and when additional development is proposed off of Sanctuary Lane.

Wayne asked what the grade of the roadway was.

Jesse stated it's generally a 10% grade with some steeper portions.

The DRB approved the creation of a deferred lot.

The DRB stated that the legal documents associated with the original subdivision would need to be amended/corrected to accurately cover Lots 1A and 1B interest in the homeowners association, open space, etc. or a letter from the applicant's attorney would need to be submitted explaining why certain documents do not require amendment.

The hearing was open to the public.

Jake and Eddie Smith stated they were interested in purchasing Lot 1B and wanted to know 1) if the lot would be a part of the association and 2) whether the roadway would need to be upgraded in order to further develop said lot in the future.

The DRB responded that 1) the legal language would address the issue of admittance into the association and 2) the DRB would determine whether the roadway would need to be upgraded if and when a proposal was out before them. Melissa suggested Jake and Eddie review the draft Regulations in order to make an educated assumption as to whether the DRB will require upgrades in order to serve future development.

Wayne MOVED to close the final plat public hearing.  
Dennis SECONDED the motion.  
The motion PASSED: 5 – 0.

**Minutes of the November 27, 2017 Meeting**

Sara MOVED to approve the minutes.  
Bill SECONDED the motion.  
The motion PASSED: 4 – 0.  
Matt abstained.

**Other Business, Citizens to be Heard & Announcements**

Wayne MOVED to recommend David Baczewski's appointment to the DRB.  
Dennis SECONDED the motion.  
The motion PASSED: 5 – 0.

The meeting adjourned at approximately 8:42p.m.

Submitted by,  
Melissa Manka, Planning Coordinator