

**TOWN OF WESTFORD  
DEVELOPMENT REVIEW BOARD MINUTES  
Minutes for Monday, August 13, 2018  
Approved on September 24, 2018**

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

**Board Members Absent:** Sara DeVico.

**Also Present:** Melissa Manka (Planning Coordinator) and Brian Tremback

The meeting began at 7:17 p.m.

**Amendments to Agenda**

None.

**Sketch Plan Review for a 2 Lot Subdivision & Conditional Use – Karen Munson Property (20.1 acres).**

Brian Tremback was present. He explained Ms. Karen Munson is seeking two lot subdivision approval for a 10 acre lot to house existing development and a 10 acre building lot. Brian agreed with the issues highlighted in the staff report and stated they would be corrected and/or addressed prior to final plat.

The DRB briefly reviewed the staff report and recommended straightening the property boundary between the two lots.

Brian said Karen requested the jog in order to give Lot 2 access to the pond located on Lot 1. The DRB said they did not believe they had the ability to approve an odd lot shape to allow for water access. They strongly suggested that water access be handled via an easement.

Brian said he would discuss the matter with Karen.

Brian and DRB discussed the intent and purpose of the ledge outcropping regulations and noted the oddness of the language only applying to bedrock protruding above the soil.

Melissa said she would discuss the matter with the Planning Commission when they began the next round of revisions.

There were no further issues.

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

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

David requested that the DRB have an in-depth conversation about the waiver language.

**Minutes of the June 25, 2018 Meeting**

Bill MOVED to approve the minutes.

Dennis SECONDED the motion.

The motion PASSED: 4 – 0.

Matt abstained.

**Minutes of the July 30, 2018 Meeting**

The DRB will review the July 30<sup>th</sup> minutes at their next meeting.

The meeting adjourned at approximately 8:15 p.m.

Submitted by,  
Melissa Manka, Planning Coordinator