

**TOWN OF WESTFORD  
DEVELOPMENT REVIEW BOARD MINUTES  
Minutes for Monday, November 25, 2019  
Approved on January 27, 2020**

**Board Members Present:** Dennis Angiono, David Baczewski, Wayne Brown, William Cleary, Andrew Collier, Jesse Labrecque (left at 8:15) and Matt Wamsganz.

**Board Members Absent:**

**Also, Present:** Melissa Manka (Planning Coordinator), Alice Giroux, James Hall, Francis Hall and Ryan Marsh.

The meeting began at 7:15 p.m.

**Amendments to Agenda**

No amendments offered.

**Sketch Plan Review & Final Plat for 3 Lot Subdivision – Owner: Beverly Hall, Lois Jerome, Alice Giroux, Raymond Hall, James Hall & Francis Hall (134.2 acres)**

Alice Giroux, James Hall, Francis Hall and Ryan Marsh (licensed designer) were present.

R. Marsh gave a brief description of the project and the revisions that have been made to the plans since the last meeting. Additionally, he stated revisions were made based on the staff report. He presented the DRB with two revised site plans.

The DRB went through the staff report.

The DRB agreed rebuilding in the location of the existing dwelling would not require upgrades to the existing driveway and if the driveway were upgraded it would not require further review. However, any upgrades and/or new driveway after the existing dwelling would require state and local conditional use approval due to wetland impacts and require conformance with the regulations.

R. Marsh noted that Lot 1's driveway is accessed off Old Stage Road as opposed to Rollin Irish Road because its located off a paved road, closest to existing utilities, creates less disturbance of the hay field, and cluster homes. The DRB discussed whether the applicant was required to avoid wetland impacts. Wamsganz felt access off Rollin Irish Road wouldn't meet minimum sight distance requirements. The DRB agreed the driveway as proposed was reasonable and the access off Rolling Irish Road was unreasonable.

The DRB then discussed whether they were required to restrict the number of wetland crossings to one as opposed two on Lot 2. R. Marsh said the developable area after one crossing was quite restricting given the total acreage is 44 acres. He also noted that the wastewater system was on the other side of the second wetland and directional boring would be required to access the system. W. Brown asked whether the existing culvert at the second crossing would be upgraded and R. Marsh said yes.

Lastly, the DRB discussed the new overhead powerline proposed to cross Old stage Road and serve the first portion Lot 3. The DRB agreed to allow overhead power to cross the road and first wetland but required installation of underground power thereafter. The DRB was okay with the size of the building envelopes and amount of prime agricultural soil impacted given the overall size of the lots and the amount of wetland present.

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

D. Angiono MOVED to close the public hearing.

W. Brown SECONDED the motion.

The motion PASSED: 7 – 0.

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

#### Regulatory Amendments

M. Manka informed the group that a consultant contacted her on behalf of the Town of Jericho regarding the point system. M. Manka said she informed him of the system's advantages, stumbling blocks and where revision/clarification was recommended. She noted that Jericho's consultant may be able to provide them enhanced language.

#### Educational Material Discussion

The DRB briefly discussed dark sky compliance and landscaping. The Board requested information on the purpose of ledge outcropping and steep slope restrictions, the reasoning behind the creation of our local 100 ft riparian buffer and Emergency Relief and Assistance Funding, and how to preserve viewsheds while providing adequate and reasonable parking.

#### Preliminary Plat Application Requirements

The DRB reviewed and revised the preliminary plat requirement checklist.

### **Minutes of August 26, 2019 Meeting**

The DRB lacked a quorum to review these minutes and will review them at their next meeting.

### **Minutes of September 23, 2019 Meeting**

D. Baczewski MOVED to approve the minutes.

A. Collier SECONDED the motion.

The motion PASSED: 5 – 0.

W. Cleary abstained.

The meeting adjourned at approximately 8:38 p.m.

Submitted by,  
Melissa Manka, Planning Coordinator