

**TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
MINUTES FOR JUNE 15, 2020 MEETING**

Approved on July 20, 2020

Commission/Board Members Present: Koi Boynton, Gordon Gebauer, Seth Jensen, George Lamphere and Mark Letorney.

Commission/Board Members Absent:

Also, Present Melissa Manka (Planning Coordinator).

The meeting began at: 6:30 p.m.

Amendments to Agenda

M. Manka asked that the agenda be amended to include review of the June 1, 2020 minutes. The Commission approved of the amendment.

Citizens to be Heard, Announcements & Correspondence

M. Manka informed the Commission that the Underhill Rod and Gun Club plans to request an amendment to the regulations to allow rod and gun clubs as a conditional or permitted use in Town.

Minutes of the May 12, 2020 Meeting

G. Lamphere MOVED to approve the minutes.

G Gebauer SECONDED the motion.

The motion PASSED: 4 – 0.

K. Boynton abstained.

Minutes of the May 18, 2020 Meeting

S. Jensen MOVED to approve the minutes.

K. Boynton SECONDED the motion.

The motion PASSED: 5 – 0.

Minutes of the June 1, 2020 Meeting

G. Gebauer MOVED to approve the minutes.

M. Letorney SECONDED the motion.

The motion PASSED: 4 – 0.

K. Boynton abstained.

2020 Town Plan - Maps 8, 8a, 9 & 9a

The Planning Commission reviewed the draft maps provided to them by CCRPC. The Commission requested the following revisions:

Map 8 – Omit DVC & NDA.

Map 8a – Change title to Current Zoning - Transects & Designations.
Under main title (above) add Town Center Area.
Under legend change title from Town Center Districts to Form Based Code Overlay District.
Change DVC from purple to orange.

Map 9 – Omit DVC & NDA.

Map 9a - Change title to Future Zoning - Transects & Designations.
Under main title (above) add Town Center Area.
Under legend add title Form Based Code Overlay District.
Change DVC from purple to orange.
Add current NDA in pink.

Draft 2020 Town Plan – Chapters 6, 9 & 10

The Planning Commission reviewed and revised Chapter 6 of the draft 2020 Town Plan. The Commission agreed to delete Chapter 9 as it is now incorporated into Chapter 6. Chapter 10 is now Chapter 9. The Commission began review and revision of the new Chapter 9 and will continue their review at their next meeting dedicated to the Town Plan.

Town Plan Work Plan

The Planning Commission reviewed the Town Plan Work Plan.

2020 Work Plan

The Planning Commission reviewed and made minor revisions to the Work Plan, including adding a July 6th meeting to their schedule to discuss the 1705 Route 128 property.

M. Letorney stated a wetland delineation of the 1705 Route 128 property was necessary in order to determine the developable area. He noted that once the Brownfield Study is completed the three main priorities are wetland delineation, streetscape, and stormwater. He also noted that wastewater and an archeological study are necessary to move forward. Furthermore, he noted a community water supply will be necessary to develop the site.

M. Manka asked whether G. Pigeon had officially responded as to whether the family would wait to sell the property in order to grant the Town sufficient time to investigate whether the Commission's vision is feasible and funding is available.

M. Letorney stated he spoke with G. Pigeon who said the family would wait for the Town.

M. Manka asked about the next step of developing a purchase and sales agreement with contingences.

G. Gebauer noted that in order to remain eligible for grants the town would need an option to buy agreement as opposed to a purchase and sales agreement. He also noted that with the discovery of contaminants on-site the Town will need to know the extent of contamination and cleanup costs prior to entering any agreement.

M. Manka noted that the Westford Store has a contamination plume and the plume from the Pigeon property and tannery are yet to be identified and onsite water may not be feasible. Furthermore, there are other properties on the Common which require a potable water source. She suggested looking into a municipal system. She noted that such an endeavor would likely require a planning grant or loan from the CWSRF. She also noted that Champlain Housing Trust stated municipally managed water would make the 1705 property more desirable to developers.

G. Lamphere noted that the Vermont River Conservancy is ready and willing to discuss the project with the Town . He asked when those discussions could occur.

The meeting adjourned at approximately 8:49 p.m.

Submitted by,
Melissa Manka, Westford Planning Coordinator