

**TOWN OF WESTFORD**  
**DEVELOPMENTAL REVIEW BOARD MINUTES**  
**Minutes for Monday March 8, 2021.**  
**Approved on April 12, 2021.**

**Board Members Present:** David Baczewski, William Cleary (Vice-Chair), Andrew Collier, Jesse Labrecque, Matt Wamsganz (Chair), Dennis Angiono, Francois Ross

**Board Members Absent:**

**Also Present:** Melissa Manka (Town Planner), Callie Hamdy (Minute Clerk), Glenn Rogers (Westford Historical Society).

The meeting began at 7:24 pm

**AMENDMENTS TO THE AGENDA**

There were not amendments offered.

**CONTINUED: WAIVER PUBLIC HEARING**

Westford Historical Society property (0.25 acres) located on Common Road in the Common and Form based Cody Overlay (T4) Zoning Districts. The applicant is requesting a front setback waiver (10ft required, 0ft requested) due to small lot size and presence of steep slopes.

Glenn Rogers from the Westford Historical Society was present. The Historical Society is asking for a continuance because they had a situation come up where they needed to get a written agreement from two of the neighbors for the boundary lines. One of the individuals has had an injury so has not been able to get a notarization in time for the meeting. They will be signing that this week. The other individual on the western side of the lot is out of state and came to the WHS attention that they had inherited the property and the transfer was never done properly at the time so they need to get another signature on that. They are waiting on that as well. They are asking for another continuance with apology due to things outside of their control. They want to make sure there is no confusion on anybody's part and they do things correctly. They feel there are those little bits of uncertainty and want to wait until it is cleared up.

Melissa clarified that the historical society submitted their application and recorded a survey in the land records and were set to go. It was the town tax mapper that put the recorded survey into question so that is why the WHS is taking the extra steps and legal agreements to reconfirm their boundaries and make things clear and conflict free for years down the line. Glenn explained that because the survey was questioned these things need to be done. If they did not continue, they would have to reapply and repay the fee for recording. Currently the DRB has April 12 open. Glenn thinks it's enough time to get things in order.

Bill explained he is supportive of the project, but asked would we as a board be so willing to grant a waiver like this to somebody if it wasn't the historical society? Melissa thinks given the situation and the property it is possible. She noted that the DRB is currently not in deliberation and hasn't been given all

the facts/evidence yet as she is waiting for the survey to be confirmed. She noted any property owner can request a waiver and the DRB has granted them before. We don't give them out randomly and once the survey is verified the DRB will receive a full packet to determine if the standards and regulations are met. They have every right to ask.

Matt recalled that the right of way through there is wider than normal. Melissa explained that Common Road did not use to be a road, but rather was a leftover path from when the Common had paths in the 19<sup>th</sup> century. Over the years they've grassed over a number of the old pathways, but Common Road was left behind, but was still a path. Recently the town laid out Common Road officially and since it's in the town center it was made a 4 rod road (66 ft wide instead of a 3 rod road (49.5 ft wide). This was done in case we need to put in infrastructure like sidewalks, wastewater, stormwater etc. Bill had no problem with the granting of the continuance for April 12, 2021. Bill motioned to continue the meeting until April 12, 2021 at 7:15 pm. Dennis 2<sup>nd</sup>. Motion passed 7-0.

#### **CITIZENS TO BE HEARD, ANNOUNCEMENTS & OTHER BUSINESS**

No citizens to be heard, announcements or other business.

#### **MINUTES OF FEBRUARY 8, 2021 MEETING**

Andrew motioned to approve the minutes as amended, Dennis 2<sup>nd</sup>. Motion passed 7-0.

The meeting adjourned at 7:40 pm

Submitted by,  
Melissa Manka, Town Planner

Callie Hamdy, Minute Clerk