

**TOWN OF WESTFORD
DEVELOPMENTAL REVIEW BOARD MINUTES
Minutes for May 9, 2022.
Site Visit
Approved on August 8, 2022**

Board Members Present: Matthew Wamsganz (Chair), William Cleary (Vice-Chair), Dennis Angiono, Jesse Labrecque, Andrew Collier

Board Members Absent: Francois Ross, Dave Baczewski

Also Present: Melissa Manka (Town Planner), Richard Mathieu, Corey Mathieu

The site visit began at 6:03 pm

The site visit ended at 6:19 pm

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Board Members Absent: Dave Baczewski

Also Present: Melissa Manka (Town Planner), Callie Hamdy (Minute Clerk), Corey Mathieu

The meeting began at 7:00 pm in person and via Zoom.

DISCLOSURES

Andrew mentioned his friendship with Corey.

AMENDMENTS TO THE AGENDA

There were no amendments offered.

CITIZENS TO BE HEARD, ANNOUNCEMENTS & OTHER BUSINESS

There was no other business.

SITE PLAN PUBLIC HEARING – MATHIEU PROPERTY

Applicant: Corey Mathieu (approx. 9.98 acres) located on Westford-Milton Road & Richards Way in the Rural 5 Zoning Districts. The applicant is requesting site plan approval for a multi-family triplex residential structure.

The intention is to keep the house trailer on the property until the triplex is built as the current residents will move into the unit. The triplex will feed off the existing utilities, which are underground, and there will be no additional poles added. The proposed structure will fit nicely in the lay of the land with minimal destruction to the grade and the walkout basement will fit into the existing grade while the garages are at the road level.

Development needs to show parking out of the front yard setback. Corey claims those spots are turnarounds and that ideally there would be three individual driveways coming out of the garages, per the regulations there should be one entrance from Richard's Way. Melissa does not feel the turnarounds are necessary if each driveway was the proper width for a fire truck. Corey explains that the turnarounds are necessary for the case of having a shared driveway. Additionally, the areas that are currently hayed agriculturally will stay that way.

Corey is going to consult with Efficiency Vermont and ideally he would like to heat with heat pumps with each garage having an electric outlet for EVs. Heat pumps cannot always keep up with Vermont winters so he may have to supplement with other types of heat.

The road foreman has been made aware of the access point. It is an existing private roadway, but Corey would improve it overall with better materials. The previous plan did not have the grade and current road construction. The driveways increased from 10-12 on the new plans. Corey wanted to re-explore the driveway issue. Bill agreed he would prefer to have his own driveway but wonders how locked into the one access we are due to the zoning regulations. Bill feels that the way the regulations currently read it would only refer to a non-private road. Richard's Way is private. In 3.8C it does mention that the DRB may approve more than one driveway to provide adequate traffic circulation and reduce congestion. If there is a change to the plans the hearing would need to be continued. Corey would rather leave the plans as they are. François feels that three separate driveways are more practical than what is shown on the plans. Andrew proposed adding a condition that the driveways, if separated, meet the regulations.

Bill felt that landscaping and parking landscaping should be able to be double counted. Currently the landscape is an empty field. Melissa explained that the total square footage of parking would need to be calculated before the number of trees needed per regulation would be determined. Bill pointed out that the number of trees already fits the requirements even for a larger driveway space.

The regulations are very specific on the type of lighting proposed and the type of lighting existing. The entire property including said existing structure needs to be brought up to code. The DRB thought putting in a condition that the ZA will make sure all lights conformed to standard before a Certification of Occupancy could be given was a good option. Matt would recommend removing the lights from the plans as they look too much like the unacceptable options in the regulations.

Matt motioned to close the hearing. Andrew seconded. Motion passed 6-0.

REORGANIZATION

Andrew made a motion to reelect Matt to be chair, Francois to be vice chair, and Dave Baczewski to be clerk. Bill seconded. Motion passed 6-0.

Andrew made a motion to continue the time at 7:00pm at 2nd and 4th Mondays or as needed. Dennis seconded. Motion passed 6-0.

Melissa had made some suggested edits to the rules of procedure.

CONTRACT FOR SERVICES – MINUTE CLERK

There was a new minute contract with Callie Hamdy needing approval. The DRB would need to establish the hourly rate. Currently the other boards are paying \$20 per hour. Andrew made a motion to approve the rate of \$20 and up to \$1,000 for the fiscal year. Matt seconded. Motion passed 6-0.

MINUTES OF JANUARY 10, 2022

Bill motioned to approve the minutes at amended. Andrew seconded. Motion passed 6-0.

Adjourned 9:13pm

Submitted by,
Melissa Manka, Town Planner

Callie Hamdy, Minute Clerk