

**TOWN OF WESTFORD**  
**DEVELOPMENTAL REVIEW BOARD MINUTES**  
**Minutes for March 27, 2023.**  
**Site Plan Review**  
**Approved on May 22, 2023.**

**Board Members Present:** Francois Ross (Vice-Chair), Dennis Angiono (via Zoom), Peter Armata, Jesse Labrecque, Andrew Collier (via Zoom)

**Board Members Absent:** Bill Cleary, Matt Wamsganz

**Also Present:** Harmony Cism (DRB Assistant, Zoning Administrator), Melissa Manka (Town Planner), Callie Hamdy (Minute Clerk), J.T Johnson, Benjamin Burnor, Scott Homsted, Nick Smith, Tom Charland, Janie Charland, Linda, Andrea Garvey

The meeting began at 7:00pm

**Amendments to Agenda**

There were no amendments.

**Site Plan Public Hearing – Burnor Property** Applicant: Benjamin Burnor (approx. 14.3 acres). Located on Old Stage Road in the Rural 10 Zoning District. The applicant is requesting site plan approval to construct an accessory structure over 1,000 square feet. The proposed garage footprint is currently a turnaround so the amount of impenetrable ground is not changing.

The applicant had come to the meeting with new site plans that depicted the stormwater infrastructure as requested.

Andrew feels fine voting on this in full right now, it makes no sense to him to wait the 45 days. Jesse made a motion to close the hearing at 7:11, Dennis seconded. Motion passed 6-0.

J.T Johnson said as an adjoining property owner he is concerned about the use of the building which is going to be a residential garage. If it were to be used for other means that would be a zoning administrator issue. J.T thought the applicant was going to use the building for a commercial business. The project was not presented as such to the board. If it ends up being a zoning violation that's not something the DRB would deal with, they can only act on the information given. J.T. asked what recourse he had to contest the application. Harmony explained that there's a 15 day appeal period once a zoning permit is administered. There's a 30 day appeal period once the decision is given, and that goes to the superior court.

**Final Plat Public Hearing For Amendment to 3 Lot, 2 Unit Subdivision & PUD – Tom Charland & John & Shannon McKenzie Property** (approx. 27.6 acres). Located off Chapin Road and Charland's Way in the Rural 10 & Water Resource Overlay Zoning Districts. The applicant proposes to re-subdivide lot#1 to create an additional density bonus parcel (lot #4).

The board moved on to the staff report:

The stream and associated WRO in Lots 2 and or 1 should be depicted. Scott Homsted, the engineer of the plan was present, he thought that they had included the WRO but would be happy to work with staff offline. There were WRO depicted, but Scott will work with Harmony and/or Melissa to get the plans up to speed.

Retention and natural contours and natural grading plans should be submitted with final application. Scott is fine with that condition. They had not graded around the house because the building is so small. The applicant's desire was to not have stone if possible. They wanted minimal grass and to keep the woodlot intact, minimizing disturbance.

The building envelope on the survey and site plan should show the Lot 1 building envelope. Lot 1's building envelope should be reduced and exclude the WRO, ledge outcropping etc. Scott thought this went back to the previous discussion on the WRO. After this there will be no more development available on the lot as they are in a R10 district.

If proposed Lot 4 is to be granted recreation access on Lot 3 (open space) deeds etc. will need to be amended and recorded. It should be noted that Lot 3 was never deeded to the McKenzie's. A deed referencing the McKenzie's ownership should be recorded.

Tom Charland had asked about the requirement for meeting efficiency standards as there are not standards in Vermont to follow. The Efficiency Vermont plan would be the standard that should be met. As the density bonus regulations are written, Efficiency Vermont Certified 3.0 Standard OR energy star labeled is acceptable and that would have to be verified by an energy rater. Tom Charland had concerns about the third party verification which the board discussed.

Melissa believes the revisions could be done conditionally. The one outstanding thing she questions whether we should close is the density bonus language regarding the Efficiency Vermont and what is needed to get that. For the applicants benefit it might be good to have conversations with efficiency Vermont before getting these approvals.

Francois opened the floor for public comment. There was none.

Jesse motioned to close the hearing. Andrew seconded. Motion passed 5-0.

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

There were no citizens to be heard.

### **Minutes of February 13, 2023 Meeting**

Andrew motioned to accept the minutes as written. Jesse seconded. Motion passed 5-0.

### **Reorganization**

Melissa thought we might want to continue to the next meeting so more members could be present.

Francois motioned to table to the next meeting. Andrew seconded. Motion passed 5-0.

Jesse motioned to adjourn. Dennis seconded. Motion passed 5-0. Adjourned 8:50 pm

Submitted by,

Melissa Manka, Town Planner

Callie Hamdy, Minute Clerk