

**TOWN OF WESTFORD**  
**DEVELOPMENT REVIEW BOARD MINUTES**  
**Minutes for November 11, 2009 Meeting**  
Approved on January 13, 2010

**Board Members Present:** Tony Kitsos (Chair), Ray Belair, Jason Hoover. Gene Hallman, Dick Heaps and Don Maddocks.

**Board Members Absent:** Eric Jacobsen.

**Also Present:** Melissa Manka (Planning Coordinator), Alicia Cote, Kelly Wasserbail, David Whitney, Craig McDonald and Chris Dawson.

The meeting began at approximately 7:15 p.m.

**Preliminary Plat Public Hearing for a 15 - Lot, 14 - Residential Planned Unit Development & Major Subdivision– Craig McDonald property**

Craig McDonald and David Whitney (engineer) were present.

The DRB began by going through the staff report.

The DRB discussed the classification and location of the wetlands on the property.

David said he would clarify the classification of the wetlands since he believes some of the wetlands are class 2 and some are class 3.

Tony asked whether the road width will decrease for Lots 7 through 9.

David said the road width would be reduced from 22 feet to 14 feet. The DRB said that should be depicted on the site plans.

Next, the DRB discussed whether cutting restrictions were proposed.

David said they were proposing cutting restrictions outside of the building envelopes.

The DRB stated that the restriction will either need to be shown on the site plans or placed in the decision.

David asked if they could propose selective cutting outside of the building envelope.

Melissa stated that the DRB may want to treat the cutting restrictions in the deer wintering habitat differently and the Forest Management Plan referred to in the covenants was not submitted.

David discussed his clients request for a fire pond waiver. He stated it will be very difficult to recharge the pond due to sandy soils. Mostly likely the pond will have to be clay lined and topped off, in which case the pond may not actually have a benefit due to drying out. He added that locating the hydrant in the existing pond is not possible due to the fact that it is classified as a wetland.

Craig said installing sprinkler systems could cost between \$7,000 and \$10,000, which would hinder selling the homes for a reasonable price.

David said that nearby ponds may work as a fire pond, such as Dave Blodgett's pond.

Jason asked why there are so many wetlands if the soil is so sandy. David said it is due to contours and the fact that the soils vary greatly.

Craig said that the Wood's pond was about 4/10ths of a mile from the site and Goodrich will be constructing a fire pond as well.

Melissa stated that they will additionally need to request dimensional waivers and front yard

setbacks have not been proposed.

The DRB stated that the applicant will need to meet district setbacks or request setback waivers. The DRB discussed the density bonus and David said it was awarded to his client at Sketch plan Review.

Melissa checked the minutes and agreed.

The DRB awarded the applicant one density bonus.

Dick stated that the density bonus should offset the cost of a pond or sprinkler systems.

Next, the DRB discussed whether shared driveways should be required.

Craig said he would rather not have shared driveways because he has found that many people have a difficult time managing the shared driveway.

David said sharing driveways should not minimize stormwater in any significant way and may require that more trees be cut. Furthermore, he stated that they will need to receive a State Stormwater Permit.

Ray said he did not have an issue with individual driveways, if a State Stormwater Permit was required and the State is ok with individual driveways.

The hearing was opened to the public.

Alicia Cote asked if the homes will be located downhill from her home because she would rather not see them.

David said the nearest home would be 140 feet way from her property line and all homes would be at least 30 feet below her home. Furthermore, he stated that they will be maintaining the existing tree line.

Alicia said she would like filler trees planted along the property line.

The DRB discussed whether to conduct a site visit and asked Jason to conduct a site visit with David. Jason will check the vegetative buffer between the Cote's property and the subject parcel.

Ray MOVED to continue the preliminary plat hearing until December 9, 2009.

Gene SECONDED the motion.

The motion PASSED: 6 - 0.

### **Draft Steep Slope Regulations**

Melissa and Jason explained the proposed steep slope regulations, which would allow for minimal development of slopes 25% or greater and prohibit all other disturbance.

The DRB had no issue with the proposed language.

### **Minutes of the October 28, 2009 Meeting.**

Ray MOVED to approve the minutes

Jason SECONDED the motion.

The motion PASSED: 4 - 0.

Dick and Gene abstained.

**Decision Deliberation – 2 Lot Minor Subdivision (Timothy Blair Property)**

Ray MOVED to approve the 2 Lot Minor Subdivisions.

Don SECONDED the motion.

The motion PASSED: 4 - 0.

Dick and Gene abstained.

**Decision Deliberation – Request for Stay of Enforcement & Appeal of Notice of Violation (Linda Mathieu Property)**

Ray MOVED to approve the Stay of Enforcement.

Don SECONDED the motion.

The motion FAILED: 4 – 0.

Dick and Gene abstained.

Ray MOVED to uphold the decision of the Administrative Officer to issue a Notice of Violation.

Don SECONDED the motion.

The motion PASSED: 4 - 0.

Dick and Gene abstained.

Jason MOVED to adjourn. Dick SECONDED the motion.

The motion PASSED: 6 - 0.

The meeting adjourned at approximately 9:15 p.m.

Submitted by,

Melissa Manka, Planning Coordinator