

**TOWN OF WESTFORD  
DEVELOPMENT REVIEW BOARD MINUTES  
Minutes for December 8, 2010 Meeting  
Approved on January 26, 2011**

**Board Members Present:** Tony Kitsos (Chair), Dick Heaps (Left at 8:30pm), Eric Jacobsen, Matt Wamsganz and Jason Hoover.

**Board Members Absent:** Don Maddocks, and Casey Mathieu.

**Also Present:** Melissa Manka (Planning Coordinator), Tim Cassese, Michael Thomas, Margaret Bouffard, Michelle Kolinich, Eric Brennen, Jim Bouffard, Cindy Yager, Vicky Phillips, Tom Walsh, David Burke, Richard Mathieu, Jennifer Phillips, Eric Harper, Scot Phillips, and John Stuart.

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

**CONTINUED: Final Plat Public Hearing for a 2-Lot Subdivision– Scot & Kim Phillips**

Eric Harper, Jennifer Phillips, Scot Phillips and John Stuart (engineer) were present. John began by stating that since the last hearing the wetland has been delineated, the WRO revised, the driveway relocated outside the WRO, the stormwater direction flow and utility easement added to the plans. He also said the existing driveway needs to be widened one foot. Lastly, John discuss his November 30<sup>th</sup> letter arguing Lot 1B has a regular lot shape and, if the DRB determines it does not have a regular shape, the reasons why a waiver is justified. The hearing was opened to the public and no comments were heard.

Dick MOVED to close the final plat hearing.

Matt SECONDED the motion.

The motion PASSED: 5 – 0.

**CONTINUED: Final Plat Public Hearing for a 2-Lot Subdivision– Scot & Kim Phillips & Frena & William Phillips**

Eric Harper, Jennifer Phillips, Scot Philips and John Stuart (engineer) were present.

Eric MOVED to close the final plat hearing.

Jason SECONDED the motion.

The motion PASSED: 5 – 0.

**Sketch Plan Review for Subdivision Amendments – Co-Applicants: Richard Mathieu & Linda Mathieu properties**

Richard Mathieu, Tom Walsh (Attorney), David Burke (Engineer) were present.

David Burke opened the meeting by describing what they were requesting to be amended with this application.

Lot 1A currently has an approved access of Mathieu Road. The Applicants are proposing to eliminate the Mathieu Road access and requesting approval to access said lot via a shared driveway off Milton-Westford Road over Linda Mathieu's lot. David said the Milton-Westford

Road access was superior to the Mathieu Road access point. David stated that he met with VTrans in September and Rob Hall agreed that the Milton-Westford Road access was safer. David went on to explain that town officials met with the Mathieus, Tom and himself to discuss possible cures for the Mathieu violations and all present agreed that reducing the number of access point to Lot 1A from three accesses to one would be reasonable. Therefore, the bus yard access to Richard's lot was removed, they are proposing to remove the Mathieu Road access and would like to access all structures on Lot 1A via a shared driveway off Milton-Westford Road. Thus Mathieu Road would only access Casey Mathieu's lot.

Tony asked if Mathieu Road was the approved access to the barn.

David said yes.

David stated that approval of this application will cure the violation on Linda Mathieu's lot. Jason asked if you could physically get from the barn to the Mathieu Road and David said yes. David also said that he will show the Mathieu Road right of way in its entirety on the plans. David said that they are not proposing any changes in acreage on Linda's lot. However, his surveyor calculated a different acreage amount from the previous survey, thereby reducing the acreage by 1/10<sup>th</sup> of an acre.

It was noted that the DRB previously denied approval of the same driveway over Linda's lot to access the barn solely and continue to have the dwelling accessed by Mathieu Road.

The total amount of impervious surface of both lots was discussed. David thought that both properties combined would amount to more than 1 acre of impervious surface so a State Stormwater Permit would be required.

Stormwater issues will be looked into by the David Burke.

Matt stated that the site plans reference the B71 VTrans standards but the plans should reference the Town's Type B Emergency Vehicle Standards. Matt said the shared driveway would need to be 18 feet wide for the first 20 feet to satisfy the driveway standards.

Tony asked if they could access the dwelling on Lot 1A from Mathieu Road legally.

David said yes, based on the fact that Rob Hall said they would not need to amend their access permit.

Tony asked for approval or denial from the State to access the second dwelling on Mathieu Road.

Tom asked what the issue would be with changing the access to Milton-Westford Road if it's the better and safer access to Lot 1A.

Tony stated that the issue is that the Milton-Westford Road access was not what originally was approved.

Richard said he can't pull out onto Route 128 with a tractor or bailer safely.

David said they're proposing one access to Lot 1A and the access they are proposing is far safer.

The DRB stated that they need time to contemplate the proposal prior to drafting a sketch letter.

### **Sketch Plan Review for a 2-Lot Subdivision – Michael Thomas & Susan Frost**

#### **Michael Thomas were present**

Michael Thomas was present.

Michael began by saying he owns a 40 acre parcel and he would like to subdivide off the rental property and retain the remainder of the property.

Jason asked why the lot shape was so odd.

Michael said he would like the existing dwelling on one lot and the existing shed on the other, which makes for odd lot shapes.

Jason said each property needs 350 feet of lot frontage and he has a total of 650 feet of frontage on each side of Fox Lane. Jason said lot frontage requirements must be met and asked if the shed can be moved.

Michael said the shed is quite large, two stories and on concrete blocks. He said he would like 30 acres retained with the shed.

Tony said Michael may have an issue with lot shape and meeting minimum density requirements.

Matt suggested a possible solution to frontage and lot shape issues and told Michael he would need to work with a surveyor to test whether his idea was feasible.

The DRB asked Melissa to look into whether rights of way can be counted to meet minimum lot acreages.

The DRB agreed that the private road portion of Fox Lane would need to be 60 feet wide and meet Type A Emergency Vehicle Standards and the shared driveway portion could remain 30 feet, but would need to meet Type B Emergency Vehicle Standards.

The DRB said stormwater and erosion control should be considered since the road and driveway are proposed to be widened.

Matt asked whether Seymour Trail would need to be upgraded.

Melissa said the Selectboard would decide whether it needs to be upgraded.

The meeting was opened to the public.

Vicki Phillips asked if the Selectboard dealt with issues concerning Town trails.

Tony said yes.

Vicki asked whether the right of way and road over her property would need to be widened.

Tony said yes.

Tony and Jason agreed that the first step would be to secure regular lot shapes that provided proper acreage for AFR 1 zoning districts.

## **2 Lot Subdivision Preliminary Plat Hearing Extension – Bezio Property**

Tony MOVED to grant a 6 month preliminary plat extension.

Jason SECONDED the motion.

The motion PASSED: 4 – 0.

## **Subdivision Request – McDonald Property**

Jason MOVED to combine preliminary and final plat review.

Tony SECONDED the motion.

The motion PASSED: 4 – 0.

The meeting adjourned at approximately 10:30 p.m.

Submitted by,

Melissa Manka, Planning Coordinator