

TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
Minutes for April 15, 2009 Meeting
Approved on May 20, 2009

Commission Members Present: Mark Letorney (Chair), Patrick Haller, Jason Hoover, Michael Nelson and Seth Jensen.

Commission Members Absent: N/A

Also Present: Melissa Manka (Planning Coordinator).

The meeting began at approximately 7:07 p.m.

Draft Community Survey Summary

The Planning Commission will review and approve the survey summary at their next meeting.

Town Plan Re-Write

Introduction, Populations & Existing Land Use

The Planning Commission reviewed the *General Goals* section of the Town Plan and made revisions.

The Commission discussed the difference between “conservation” and “preservation” and agreed “to conserve” means the protection of an actual, physical entity and “to preserve” means the protection of an abstract idea or concept.

Pat suggested the Commission define the threats to rural character in the Plan. The Commission agreed that the most important way to preserve the rural character of Town is minimizing the impact of development. The Commission agreed to address this issue in the *Future Land Use* section of the Plan by promoting cluster development, architectural standards, landscaping standards, conservation districts, etc.

Pat suggested the Commission elaborate on the general goals in the different sections of the Plan and when developing specific goals for a section to ensure that the general goals in the *Introduction* relate to the specific goals in each section.

Melissa said she would revise the *Introduction* section of the Plan.

Pat offered to write the energy and transportation goals for the *General Goals* section.

The Commission reviewed the *Existing Land Use* section of the Plan and made revisions.

Melissa will revise the document as requested.

Town Center Wastewater Issues & Housing

The Planning Commission agreed that the town center wastewater language should be included in the *Utilities, Facilities and Services* and *Future Land Use* sections of the Plan. Melissa will insert the language into those sections.

Natural Resources & Natural Features

The Commission reviewed and commented on the *Natural Resources and Natural Features* section of the Plan. Mike will make the revisions discussed and Pat will send Mike the comments he prepared.

Economic Development

The Commission will discuss this section of the Plan at their May 6th meeting.

Planning Commission Work Plan

The Planning Commission reviewed their work plan and made no revisions.

Minutes of the April 8, 2009 Meeting

Seth MOVED to approve the minutes.

Pat SECONDED the motion.

The motion PASSED: 4 – 0.

Jason abstained.

Planning Commission Newsletter Articles

The Planning Commission will discuss developing monthly newsletter articles at their next meeting.

Jason MOVED to adjourn. Pat SECONDED the motion.

The motion PASSED: 5 - 0.

The meeting adjourned at approximately 10:00 p.m.

Submitted by,
Melissa Manka, Planning Coordinator