

**TOWN OF WESTFORD**  
**PLANNING COMMISSION MINUTES**  
**Minutes for September 16, 2009 Meeting**  
Approved on October 7, 2009

**Commission Members Present:** Mark Letorney (Chair), Gordon Gebauer, Patrick Haller and Jason Hoover.

**Commission Members Absent:** Seth Jensen.

**Also Present:** Melissa Manka (Planning Coordinator).

The meeting began at approximately 7:04 p.m.

**Joint Meeting of the Boards to Discuss Draft 2009 Town Plan & Maps**

The Planning Commission went through each section of the draft Town Plan and took comments from members of the Conservation Commission, Selectboard, Development Review Board and Schoolboard. The Planning Commission decided to revise minor portions of the draft Town Plan as well as relabel much of Map 10.

The Commission stated they would like to further discuss the housing section with Seth.

Melissa will check with the Town Attorney regarding the strong language used in section 4.5.4 and whether use of such firm language was necessary.

The Commission asked John to ask Dave Tilton where the definitions in section 4.2.1 were contradicted elsewhere in the Plan.

Melissa will email the draft maps to the boards in attendance and will request their comments prior to the Commission's next meeting

**DHCA - Village Center Designation**

The Planning Commission will discuss Village Center Designation at their next meeting.

Melissa will re-send the Village Center documents and application to the Commission.

**Planning Commission Work Plan**

The Planning Commission reviewed the work plan and asked Melissa to revise it as discussed.

**Minutes of the September 2, 2009 Meeting**

Pat MOVED to approve the minutes.

Jason SECONDED the motion.

The motion PASSED: 3 – 0.

Gordon abstained.

The meeting adjourned at approximately 9:45 p.m.

Submitted by,  
Melissa Manka, Planning Coordinator