

TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
Minutes for January 20, 2010 Meeting
Approved on February 3, 2010

Commission Members Present: Mark Letorney (Chair), Gordon Gebauer, Patrick Haller, Jason Hoover and Seth Jensen (7:14 p.m.).

Commission Members Absent: N/A

Also Present: Melissa Manka (Planning Coordinator).

The meeting began at approximately 7:09 p.m.

Draft Steep Slope & Road Standard Regulations:

The Planning Commission discussed whether the draft regulations adequately address paving. The Commission agreed that the draft language laid out the minimum construction requirements and therefore did not prohibit paving.

Melissa said she would ask the Town Attorney to review the language one more time prior to warning a public hearing

Draft Town Plan & Associated Maps:

The Commission asked for minor revisions to Map 10 and removal of the word “area” after “Forestry area”.

Jason MOVED to submit the Plan to the Selectboard for approval.

Gordon SECONDED the motion.

The motion PASSED: 5 – 0.

Planning Commission Meetings & Sub-Committees:

The Commission agreed to meet the first Wednesday of the month and the third Wednesday as needed. Furthermore, the Commission agreed to review the 2010 Town Plan implementation list prior to deciding whether the creation of sub-committees is warranted. They agreed to devise a work plan at the next meeting.

Planning Commission Newsletter Article:

The Commission reviewed the March Planning Commission Article and assigned each Commissioner a month in 2010 in which they will be responsible for writing the article.

Minutes of the December 16, 2009 Meeting

Jason MOVED to approve the minutes as amended.

Pat SECONDED the motion.

The motion PASSED: 5 – 0.

Other Business:

The Commission made minor revisions to the Town Plan with regard to locating public facilities in the Town Common District.

Planning Commission Work Plan

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

The meeting adjourned at approximately 8:47 p.m.

Submitted by,
Melissa Manka, Planning Coordinator