



## WESTFORD ELECTRIC VEHICLE (EV) CHARGING STATIONS WORKING GROUP Meeting of April 26, 2022

**Approved on 5/10/2022**

A meeting of the Westford Electric Vehicle (EV) Charging Station Working Group (EVWG) was held at 7:15 PM on April 26, 2022, via Zoom.

The following WG members were present: Chauncey Chu, Jerimy Arnold, Gerry DiBello, Tom Teller, and Bob Shaffer.

Town Staff present: Sierra Pelletier, Assistant Planner

### 1. Call to Order

- Chauncey called the meeting to order at 7:16PM.

### 2. Old/New Business

- Building department handles electric permits and building permits when they are required. Bollards, when warranted to protect publicly accessible EVSE equipment, would require a building permit.
- Follow up to email from Director of Land Use Management – Zoning bylaw shouldn't reference building code requirements or regulate what is already regulated by building codes
- What would trigger Site Plan Review – new construction, exterior changes, some changes of use
- Make-ready definition was discussed

### 3. Fall Town Meeting Timeline

- Try to get proposed amendments to Planning Board by mid-July, 2022.

### 4. Draft potential amendments to Westford Zoning Bylaw

- Consider convenience of EV parking spaces with regard to location within parking lots?
- Consider expected users, including residents without home charging options (condo, apartment, etc), visitors, employees
- Proposed bylaw change structure
  - Definitions – add EV-related definitions
  - Level 1 and Level 2 EVSE infrastructure to be permitted in all residential zones
  - Level 3 to be restricted in all residential zones
  - Level 1, 2, and 3 allowed in all remaining zones?
  - Amend Appendix A, Appendix B, and Appendix D (Bob will draft A and B, Chauncey will draft D)
  - Amend 5.1.5 to include Allowance for EVSE (Tom will draft)

- No expected changes to the sign bylaw, but potential creation of a policy guide for signage consistency
- Get an opinion from town counsel on requiring EVSE make-ready for all new residential (Sierra will reach out)
- Nail down potential percentages for next meeting

5. Incentivizing EV charging stations for existing developments

- This warrants further discussion with town counsel and planning staff

6. Approve minutes: April 12, 2022

- Gerry moved, seconded by Tom. Approved 4-0-0 (Bob left meeting at 9:20PM)

7. Set date, time, scribe for next meeting

- May 10, 2022 at 7:15 PM, virtual
- Scribe: Tom

8. Adjourned at 9:29 PM, Tom motioned, seconded by Jerry, approved 4-0-0

Respectfully Submitted,

Jerimy Arnold

4/30/2022