

ELECTRIC VEHICLE CHARGING STATIONS WORKING GROUP

October 13, 2022

Via Webinar



WESTFORD ELECTRIC VEHICLE (EV) CHARGING STATIONS WORKING GROUP

MEETING AGENDA

Thursday, October 13, 2022

7:00 PM Meeting

Via Webinar

Please see instructions for participation below

1. Call to order
2. Old/New business
3. Follow-up from presentation to Planning Board at October 3rd meeting
4. Set date, time, and scribe for next meeting
5. Approve minutes: August 25, 2022
6. Adjournment

Instructions for participation:

You can access the meeting at this link:

<https://westfordma-gov.zoom.us/j/85314898963>

If you do not have access to this method of participation, please submit written comments to Sierra Pelletier, Assistant Planner, spelletier@westfordma.gov by 12:00 pm on October 13, 2022.

If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact the Permitting Department at (978) 692-5524 or email etoothaker@westfordma.gov

Old/New business

**Follow-up from presentation to Planning Board at
October 3rd meeting**

Draft of EV Charging Stations WG Status Report to Planning Board September 19, 2022

The EV Charging Stations Working Group would like to provide this update to the Planning Board on our progress and what our next steps will be.

But first I like to take this opportunity to thank the working group, Gerry DiBello, Tom Teller, Bob Shaffer, Jerimy Arnold and Sierra Pelletier, for their tireless efforts these past ten months. They have spent many hours researching EV charging stations and the applicable zoning. We have learned quite a bit.

We wish to thank the Planning Board for putting together this group and drafting the charge. Since November, 2021, the Working Group got organized and formalized its charge in alignment with the Town's Climate Roadmap to Net Zero.

Our research yielded the following current information:

- Number of registered EV's in town;
- An inventory of the existing EV charging stations in town;
- Description of the Building Commissioner's permitting procedures;
- National Electrical Code 2020 Article 625;
- Survey data from the business community via the Economic Development Committee;
- Surveyed data from other research institutions such as:
 - the Great Plains Institute Summary of Best Practices in EV Ordinances;
 - American Cities Climate Challenge;
 - The International Council on Clean Transportation;
 - MA DOER Installation Guide;
 - US Dept. of Energy policy tools.
- Our current electric grid capacity;
- A review of the zoning bylaws of many other municipalities in addition to Massachusetts:
 - California Assembly Bill No. 965;
 - Delaware State Senate Bill 187;
 - Nags Head, NC;
 - Franklin Township, NJ, Ordinance;
 - Ipswich Zoning Bylaw;
 - Methuen Zoning Ordinance;
 - Brookline.
- Reviewed the current Westford zoning standards for parking spaces –
 - For new developments and existing developments that ask for a change in use or site plan changes;
 - Discussed signage and lighting requirements;
 - ADA compliance.
- Availability of funding/grants for the construction of new charging stations such as the Mass EVIP and National Grid grant programs.

In the early months as we developed possible zoning amendments, town counsel advised that amendments that affected residential uses may not be approved by the MA Attorney General. We immediately concentrated our efforts on commercial uses.

We have proposed amendments in the Westford zoning bylaws centered on:

- Definitions to more closely align with MA General Laws Chapter 225;
- Appendix A, B, and D;
 - For example, in Appendix D, suggest that 15% of the parking spaces for Retail Sales to the General Public be EV Ready either Level 2 or 3 as standard.

The Working Group originally planned to present a draft of proposed amendments at the Planning Board's July 18th meeting. We were planning to request your support to sponsor a warrant article of these amendments for the October Special Town Meeting. Because there was not a meeting quorum, we did not have a chance to make this request. Just as well as the Working Group learned that a new Stretch Code promulgated by the MA Department of Energy Resources would be adopted by the end of this year

As Westford desires to maintain its Green Communities designation the town will have to adhere to this new code. The group has submitted a number of constructive comments (concisely authored by Tom Teller) pertaining to EV charging stations requirements that are mandated in the proposed residential and commercial Stretch Codes. The MA Senate Joint Committee on Telecommunications, Utilities and Energy which has oversight of DOER could weigh in with their comments.

Therefore, we feel that it's best to defer further action until we see the new DOER Stretch Code and the Opt-in Specialized Stretch Energy Code.

This delay will allow us to make any changes to our proposals and then include both residential and commercial uses. This approach would also provide the time to prepare for the 2023 Annual Town Meeting should a vote be needed to adopt the Opt-in Specialized Code.

We welcome your comments and/or questions.

Thank you.

Minutes



WESTFORD ELECTRIC VEHICLE (EV) CHARGING STATIONS WORKING GROUP Meeting of August 25, 2022

A meeting of the Westford Electric Vehicle (EV) Charging Station Working Group (EVWG) was held at 7:00 PM on August 25, 2022, virtually via Zoom.

The following WG members were present: Chauncey Chu, Gerry DiBello, and Tom Teller
Town Staff present: Sierra Pelletier, Assistant Planner

1. Call to Order

- a. The meeting was called to order at 7:03pm.

2. Old/New Business

- a. Definitions section of our possible Zoning amendments. No new changes offered.

3. Discuss final comments submitted to the DOER regarding Updated Stretch Code

- a. Tom has learned that the Joint Committee on Telecommunications, Utilities and Energy (TUE) is simply advisory to the DOER. The TUE Committee reviews and may comment but does not offer substantial changes. Only the DOER has the authority to approve or disapprove.
- b. The DOER received a large number of comments during the public comment period – some 1800.
- c. Final language will be sent to the TUE Committee late November to early December 2022, with the intent that the Updated Stretch Code would go into effect in January.
- d. Westford is designated a Green Community and so will adhere to the new Stretch Code with an option to adopt the Specialized Opt-In Code.
- e. Multifamily zoning in Westford is planned to be implemented by December 31, 2024 as required by the state for MBTA Communities, as we are an “MBTA Adjacent Community” near stops in Littleton and Acton. At that point we can further consider requirements for multifamily housing.

4. Discuss update to be provided to Planning Board at their September meeting

- a. We discussed edits and additions to the report, including:
 - i. Mention the research of various planning and policy guides, such as from the Great Plains Institute, MA DOER Installation Guide, and the US Dept. of Energy policy tools.
 - ii. Include the review of other zoning bylaws and ordinances from both MA towns and across the country.

- iii. Include some examples of the suggested amendments such as detailed Definitions that align with the MA General Laws and codes, and requirements for EV spaces in Appendix D.

5. Set Date, Time, and Scribe for Next Meeting

- a. The next meeting will be virtual on September 22, 2022 at 7:00pm, to discuss follow-up from the Planning Board meeting after the group's presentation on September 19th. After adjournment a social hour to follow.
- b. Scribe to be: Jerimy

6. Approve Minutes

- a. Tom made a motion to approve the minutes of the August 04, 2022, meeting; seconded by Gerry. The minutes of the EVWG were approved unanimously.

7. Adjournment

- a. The meeting adjourned by unanimous vote at 7:35 PM.

Respectfully submitted,
Chauncey Chu
08/29/2022