



**TOWN OF WESTFORD
PLANNING DEPARTMENT**

TOWN HALL
55 Main Street
WESTFORD, MA 01886
Telephone (978) 692-5524 Fax (978) 399-2558

APPROVED 12-7-10

Planning Board Meeting Minutes

October 4, 2010

Place: All Purpose Room, Millennium School, Depot Street

Present: Michael Green, Dennis Galvin, Kate Hollister, Fred Palmer

Not Present: Kevin Borselli

Staff Present: Ross Altobelli, Paul Starratt, Angus Jennings

Open Forum:

Galvin stated he was not present at the September 20 Board meeting but did watch the meeting to update himself on what was discussed.

Green stated the Board's next meeting will be held on Tuesday, October 19 due to the fact that town meeting will be held that Monday evening.

Starratt stated the residents of Randolph Circle are proceeding with getting work done at their own expense and when that is complete he will review the work and analyze what additional work needs to be done to get the road accepted. Green expressed concern that the work being done be coordinated with staff. Jennings stated he checked with Counsel and asked if the residents could be reimbursed for work done with the bond money and he indicated they could not, but is willing to speak to the homeowners association about this issue.

Altobelli thanked the Board and the town for the 5 ½ years he has worked with them. He stated he is moving to Texas and his last day of employment will be November 26, 2010.

Paul Alphen asked the Board to weigh in on the issue of site plan approval for daycare centers, churches, etc. prior to October 20, when they are meeting with the Zoning Board of Appeals. Green stated they will put this item on the October 19 agenda.

**7:35 P.M. Public Hearing, Edgehill Estates
PB09006-DEF, Site Abutting 243 Concord Road
Continued from September 7, 2010**

Green stated the applicant has requested a continuance to November 15, 2010.

DRAFT COPY, BOARD APPROVAL REQUIRED

This hearing will be continued to Monday, November 15, 2010 at 7:35 p.m. in the All Purpose Room, Millennium School.

Discussion, Sign Bylaw Update – Jennings stated the Board of Selectmen has the update of this bylaw on their list of priorities. The League of Women Voters approached Jennings and offered their assistance with this matter. He stated they have met monthly and made some progress on establishing areas that need clarification and areas that should be added to the bylaw. He stated they intend to bring forward recommendations in two rounds, one consisting of clarification to the existing law, and the second being a more in depth review with input from the business community.

7:50 P.M. Public Hearing, Stony Brook Housing II

PB1016 SP/SPR

Westford Housing Authority

Continued from September 20, 2010

Starratt stated they met with the designer and the engineering department requested they introduce some LID components into the project.

Douglas Deschenes, representing the applicant, addressed the Board. He stated they have reviewed the Engineering comments and are working on a response. He requested this hearing be continued so they will have time to address these pending issues.

This hearing will be continued to Monday, November 15, 2010 at 8:00 p.m. in the All Purpose Room, Millennium School.

8:00 P.M. Public Hearing, 173 Carlisle Road

PB1015 SP/SPR

**Chelmsford Housing Opportunities for Intergenerational
and Community Endeavors, Inc. (CHOICE)**

Continued from September 7, 2010

Starratt stated they have met with the designer and had subsequent telephone conversations with counsel regarding zoning.

Altobelli stated he provided the Board issues for consideration, which include the ownership of the open space, which is a trust owned by 173 Carlisle Road.

Douglas Deschenes, representing the applicant, addressed the Board. With him was Connie Donahue from CHOICE, Cliff Boehmer, Architect, and Katie Enright, Engineer. He stated they would like to address the issue of the open space, provide an update of the modifications to the plan, and an update of the architecture. He stated under the special development permit there is a requirement that there be a 10% contiguous open space area identified and this has not been done, however, they have significant space to do that.

Katie Enright addressed the Board. She stated after reviewing comments from the Engineering Department, Fire Department, and Conservation Commission, they have made revisions to the plan. She provided the Board with an overview of these changes.

Cliff Boehmer, Architect, addressed the Board. He provided an overview of the changes made to the site plan. He stated they met with the neighbors and with their input have made a lot of changes to the architecture. He provided a review of those changes.

Questions and Comments from the Audience:

Jim Zegowitz, 178 Carlisle Road – He thanked the architects for their continuous development of the design process. He asked if there have been any waiver requests. Green stated they requested a waiver from the 100 foot buffer. He expressed concern that the building does not meet the characteristics of the neighborhood. The commonly perceived problem with the building is it is enormously out of scale with the neighborhood. He stated the flex regulations call for a varied floor plan, which this does not have.

Robert Prendergast, 3 Xavier Lane – He asked if this is going to be a rental or home ownership association. Deschenes stated it will be rental in perpetuity. He stated he just started reviewing the plans and will have additional questions.

Jim Zegowitz, 178 Carlisle Road – He asked for clarification of the management area on the plan. Deschenes stated the management company will be providing educational services for the residents and this area will be used to store educational equipment. Zegowitz questioned whether this is allowed in a residential area.

This hearing will be continued to Tuesday, October 19, 2010 at 7:50 p.m. in the All Purpose Room, Millennium School.

8:15 P.M. Public Hearing, Boch Honda West Modification

PB1014 SPR/SP(3)

Boch Westford LLC

Continued from September 20, 2010

8:15 P.M. Public Hearing, Boch Honda West Drive Through

PB1017 SPR/SP(3)

Boch Westford LLC

Green read aloud the public hearing notice.

Motion made to open the public hearing. Motion seconded. The motion carried by a 3-0-1 vote.

Paul Alphen, representing the applicant, addressed the Board. Also present was Michael Clemmey and Giles Hamm. He stated they have submitted an application for a drive through special permit. They have made some changes to the plan to address the concerns the Board had regarding traffic flow, cueing, and landscaping.

Giles Hamm, Vanasse & Associates, addressed the Board. He provided a review of the traffic circulation on the site, based upon industry standards and monitoring of similar facilities.

Altobelli stated the lighting consultant has taken a look at the proposed lighting and has confirmed the lighting levels were acceptable based upon his previous review. He did request additional information regarding the turnoff boxes, which was submitted by the applicant. When the dealership opens the consultant will go to the site to look at the light levels.

Galvin asked how many cars will be housed in each bay. Alphen stated they are two cars deep in each bay. He stated during a busy time period there may be a contra flow with incoming vehicles. He also expressed concern with people walking out into the traffic pattern. He questioned the need for so many bays if they do not anticipate the volume.

Hollister stated she has heard a lot of conflicting information. This was first presented as a quick oil change and now they have added tire rotation, which will increase the time in the bay. She feels a lot of work was done regarding traffic in the original decision and is concerned with introducing traffic into a different area on the site without giving it a lot of thought.

Green stated he is in agreement that conflicting information has been provided. There was supposed to be a waiting room, now there is no waiting room. There was going to be oil changes only, now there are lifts. There could be as little as 12, up to 45 minutes of time. He feels this is an unpredictable use so the potential for stacking may be there. He stated they spent a lot of time on the massing and scaling of the building, keeping the bays from the front of the building at the applicant's request, and now there are six bays facing the road. Landscaping has been removed, parking spaces has been removed. He does not feel vehicle and pedestrian movement has been dealt with adequately.

Questions and Comments from the Audience:

Lynn Folan – She asked if the lubrication facility used for comparison is a stand alone facility. Hamm responded yes. She expressed concern with increased traffic on Saturday which is already busy in that area.

Jim Malone – He asked why this was not included in the first plan. He feels the building is huge right now. Alphen stated the company has determined they need to provide this type of service for their customers, as they are reluctant to have to leave their cars for extended periods of time for just an oil change.

Lorraine Zambre, 11 Vine Brook Road – She asked what day they performed the study of the other facility, was it on a typical day. She asked how they can put in a drive through in Westford. Green stated they are applying for a special permit for a drive through accessory other services. She stated she finds it a little hard to believe they did not now about this before submitting the original plan. She expressed concern about the disposal of oil and its potential affect on her water aquifer.

Name Inaudible – He asked what Ernie Boch is doing for Westford in relation to this dealership. Green responded there has been a donation for engineering services of \$100,000, as well as some construction changes for Route 110.

Name Inaudible – He asked if there is an environmental impact report related to this change. Alphen stated they have an order of conditions from the Conservation Commission and nothing in this modification is going to impact the requirements of that order of conditions.

Galvin asked how the Board feels about having a peer review done on the circulation plan.

This hearing will be continued to Tuesday, October 19, 2010 at 8:15 p.m. in the All Purpose Room, Millennium School.

8:45 P.M. Discussion, Bruce Freeman Rail Trail Parking

Green stated he appreciates all the written comments that have been received. He informed the Board that he was contacted by Mr. Sweetser who has been approached by a neighbor who is interested in buying both parcels of land, and he has decided to proceed with that sale. In light of this Green feels the Board should recommend to the Board of Selectmen to withdraw Article 22.

Jennings stated he feels this item was originally a housekeeping article to clear up something that had been pending for a lot time. He stated the neighbors do not want this parking and the town does not have the resources for conceptual plans and engineering, so he recommended this article be postponed indefinitely

Questions and Comments from the Audience

Cheryl Major, Acton Road – She asked who sponsored this article. Green stated the Board of Selectman is the sponsor and they will communicate with the Board of Selectmen after this meeting if action is taken. She asked if a zoning change is being considered since this use is not allowed in an RA district. Green stated this is not currently on their list of priorities for the foreseeable future.

Name Inaudible – He pointed out that the Board is very concerned with introduction of pedestrian and vehicle traffic in a car dealership, when that is the very same thing being proposed for their neighborhood. He expressed concern this will create a dangerous traffic situation.

Bill Harmon – He stated he likes the rail trail and has to drive to get there. He is hoping that there will eventually be parking in the area they are discussing as it will enhance this community project.

Green stated they are looking into putting in signs directing people to the Chelmsford parking area for the trail.

A resident stated he has sent in many comments and received no response from the Board or the town. Jennings responded they have received approximately 50 pieces of correspondence on this with many detailed questions and they have no staff capacity to respond to them, and he is recommending this be dismissed.

Palmer stated he would like to make a motion.

Motion made that the Planning Board recommend to the Board of Selectmen that Article 22 be dismissed. Motion seconded. All in favor (4-0-0).

**9:10 P.M. Street Acceptance Recommendations – STM 2010
Farm Acres, Daniel Drive**

Starratt recommended this discussion be postponed as the work is not completed.

This discussion will be continued to October 14, 2010.

Motion made to enter executive session with respect to litigation and to invite staff, the Board of Selectmen, and town counsel. All in favor (4-0-0).

Green stated the discussions of Growth District Initiative and Master Plan Implementation Committee will be postponed until October 19, 2010.

Motion made to adjourn. Motion seconded. All in favor.

Michael Green
Chairman

Note: *These minutes are based on the writer's interpretation of discussions that took place during the meeting. If any discrepancies are noted, please advise Angus Jennings.*