

Approved 8/22/23
TW

Town of Westminster
Planning Board
Phone: (978) 874-7414
Tracy Murphy, Town Planner

Jodi Snyder, Chair

Isaiah Grigos, Vice Chair

Jacklyn Nally, Clerk

Michael Ferris, Member

July 25, 2023

MINUTES

Members present: Jodi Snyder, Jacklyn Nally, and Isaiah Grigos
Town Planner, Tracy Murphy

Absent: Michael Ferris
Andrea Mastrototaro, Recording Secretary

Additional Attendees: Don Foaster, Gary & Heidi Lordan, and Zac & Emily

J. Snyder called the meeting to order at 7:00 PM.

Administrative Matters

Minutes of May 23, 2023

I. Grigos made a motion to approve the minutes of May 23, 2023 as presented. J. Snyder seconded. All in favor, motion carried (2-0-1).

Minutes of June 27, 2023 J. Nally made a motion to approve the minutes of June 27, 2023 as presented. J. Snyder seconded. All in favor, motion carried (2-0-1).

ANR: Don Foster for parcels located at 1 & 7 Waterman Lane Located on Map 112 Parcels 18 & 18-1 Property line adjustment to accommodate an existing easement.

D. Foster explained the plan to the Board that it was a simple lot line adjustment to accommodate an easement.

I. Grigos made a motion to approve and endorse the plan as presented. J. Nally seconded. All in favor, motion carried (3-0-0).

Public Hearings:

Sub-division modification application submitted by Benjamin Builders, Inc. of 69 Massachusetts Ave Lunenburg Ma 01462 concerning lots 62-21 and 62-21-1A. Subject properties are part of a 2-lot subdivision that will be served by a private road known as Proctor Drive (fka "Roadway A"), located off of North Common Road. The

Modification includes installation of utilities above ground and the removal of a retaining wall. The approved project is shown on plans entitled: "Reduced Subdivision Development Plan - Roadway A" dated July 24, 2018, prepared by McCarty Engineering Inc.

T. Murphy read the notice into the minutes.

J. Nally made a motion to open the public hearing at 7:05 pm. I. Grisos seconded. All in favor, motion carried (3-0-0).

Gary Lordan explained he was unaware of the subdivision plan and installed the electric utility above ground and eliminated a retaining wall.

J. Nally made a motion to close the public hearing. I. Grisos seconded. All in favor, motion carried (3-0-0).

J. Nally made a motion to approve the modifications to have no retaining wall, but require the applicant to have the utilities underground with a bond and allow the Town Planner to work with the applicant for a temporary occupancy permit. I. Grisos seconded. All in favor, motion carried (3-0-0).

New Business:

None

Old Business

Next Meeting August 8, 2023 7:00pm PH 97 A Main, continued from July 11
Park Meadow, definitive Sub-division

Adjourned 7:36 pm

Materials Discussed:

July 25, 2023 Meeting Agenda

May 23, 2023 Draft Minutes

June 27, 2023 Draft Minutes

ANR Application for Waterman Lane dated July 13, 2023

ANR Plan of Waterman Lane dated June 27, 2023 prepared by Graz Engineering

Context Map for Waterman Lane

Planning Board consulting engineer inspection dated June 20, 2023 for Proctor Dr

Proctor Dr subdivision modification application (Form B) dated July 5, 2023

Letter to the Board from Benjamin Builders dated June 28, 2023

Revised sub-division roadway plan dated July 5, 2023

300' Abutters List

Original Plan dated July 13, 2018

Original Approval dated April 14, 2018