

WEST WINDSOR DEVELOPMENT REVIEW BOARD
Draft Minutes
August 18, 2016

Members Present: Shannon Harrington, Barbara Truex, Genevieve Lemire, Dick Beatty
Others Present: John Saydek, Elvin Kaplan, Jim Lyall, Preston Bristow

1. Call to Order – DRB chair Shannon Harrington called the meeting to order at 6:30 pm.
2. Changes or Additions to Agenda – none
3. Public Comment – none
4. Conduct an informal, non-binding review of a proposed subdivision of parcel #2-1 (sometimes referred to as “Field Lot A” and “Parcel A”) off Coaching Lane owned by MFW Associates, LLC as an “Informal Review” under Section 2.3-1 of the West Windsor Subdivision Regulations.

John Saydek of Teruko Design Company and previously of the Cavendish Partnership is part of a design team working with MFW Associates, LLC to develop a project entitled “Ascutney Fields” on parcel #2-1.

This “Informal Review” was requested prior to submission of a sketch plan application under section 2.3-1 (B) of the West Windsor Subdivision Regulations. Any representations made at this meeting are not binding on any party and shall not become part of the record of any subsequent application submission or review. John Saydek and DRB Chair Shannon Harrington signed a Memorandum of Understanding acknowledging the non-binding nature of this informal review.

John Saydek provided an Existing Conditions Plan (C-1) and an Overall Site Plan (C-2), both dated 8/15/16, and explained the current status of the project as follows:

- The Ascutney Fields project is thought to encompass 97 acres; Robert Farnsworth is surveying.
- The wetlands, topography, history, natural resources and storm water impacts are all being evaluated.
- The current configuration is a 13-lot subdivision.
- Each house site will be limited to a ¼ acre disturbed area.
- The project will have two access points both off Coaching Lane.
- A homeowners’ association would be formed for maintenance of shared access drives.
- MFW would develop the road system before any lots were sold.
- Ten of the proposed lots are over 5 acres but three (9, 10 and 12) are under 5 acres.
- At least 50% of the project area will be maintained as open land.
- The trail easements currently held in escrow will be conveyed as each lot is sold.
- The project is also subject to Act 250 review which will be conducted concurrently with local town review.
- MFW hopes to have final approval in spring of 2017.

Neighbor Elvin Kaplin made the following statements:

- The open field is currently maintained for Bobolink habitat and haying is delayed during nesting season.
- The West Windsor Town Plan requires under *Special Considerations* on pages 13-14 for Mile Long Field *and adjacent acreage to the west extending toward Coaching Lane* that: "If development (including infrastructure development) is proposed for this area, a natural resources inventory shall be performed and all significant natural features shall be mapped. Special consideration must be given to the site plans to ensure that development is designed to protect the area's natural features to the maximum extent possible."

John Saydek asked the following questions of the DRB:

- Could the B71 standard for the width of the traveled surface of the access drives be narrowed from 25 feet to 16 feet?
- Could the required minimum lot size of 5 acres be reduced as a PUD bonus?
- Could the on-the-ground location of the trail easements be relocated by mutual consent?

The DRB expressed a willingness to explore these requests. James Lyall of Ascutney Outdoors and STAB (Sports Trails of Ascutney Basin) was open to relocating trails by mutual consent.

Shannon Harrington provided a sheet with her plan overview comments and recited the "Supplemental Development Standards for PUD in the Recreation/Conservation PUD District" under section 2.3-5 of the West Windsor Zoning Regulations, including the requirement for a Master Plan for the property, and the "Additional Requirements for PUD in the Resort/Residential and Recreation/Conservation PUD Districts" under section 5.4-1 of the Zoning Regulations.

The West Windsor Subdivision Regulations require public hearings for Sketch Plan Review, Preliminary Plan Review, and Final Plan Review. Application requirements for Sketch Plan Review, Preliminary Plan Review, and Final Plan Review are found in Appendixes B, C and D of the Subdivision Regulations. The design standards the DRB will follow for these reviews are found in section 3.1 – 3.6 of the Subdivision Regulations.

5. Other Business – none
6. Adjourn – the meeting was adjourned at 7:50 pm.

Respectfully submitted,
Preston Bristow, Zoning Administrator and DRB Clerk