



Planning Board

Meeting Minutes
September 17, 2019

7:30 PM

Room 126, Acton Town Hall, 472 Main Street

Planning Board members present: Derrick Chin, Emilie Ying, Ray Yacoub, Anping Liu, and Jon Cappetta.

Absent: Sam Bajwa

Also present: Robert Hummel, Assistant Town Planner

1. Opening

Chair, Derrick Chin opened the meeting at 7:33 pm.

2. Regular Business

Citizen Comments

None

7:35 PM - Public Hearing 19-03 – 905 Main Street, Accessory Apartment Special Permit Application

Mr. Chin opened the public hearing at 7:35 pm. The applicant explained the use special permit request. Why they are asking for the use special permit, and the long term plan for the property. Mr. Yacoub explained that he thought the use complies with the Zoning Bylaw and he was comfortable with approving the request with conditions that addressed the Health Department's and the Acton Water District's concerns. The applicant acknowledged that they needed a new septic system and it would serve both the existing dwelling and the proposed accessory apartment.

After discussion, the board voted unanimously to close the public hearing.

Mr. Yacoub made a motion to approve the special permit as shown with the recommended decision conditions in the Planning Division memorandum dated September 10, 2019. Mr. Cappetta seconded. The vote was unanimous. The Planning Board requested that staff write the decision on the Board's behalf.

Groundwater Protection District Rules and Regulations Amendments to address storm water changes

Mr. Hummel explained the reasons why the Groundwater Protection District Rules and Regulations are proposed to be amended. Mr. Yacoub made a motion to amend the



Groundwater Protection District Rules and Regulations as shown in the draft form. Ms. Ying seconded. The vote was unanimous.

Reports

The Design Review Board discussed the 2020 CPC plan at their last meeting. The CPC finalized their 2020 CPC plan at their meeting last week. Selectmen Benson has arranged a tour next week of the Insulet facility for town committee volunteers.

Administrative Updates

Mr. Hummel explained that there is an upcoming personal wireless facility special permit public hearing next month. Mr. Hummel explained that applicant has submitted information about the coverage and capacity gap in Piper Road/ Route 2 area and Mr. Hummel asked the board if they will want a peer review of the coverage gap argument. The board agreed that they would like a third party peer review to be completed to confirm the wireless coverage/capacity gap in the area where the cell tower is proposed. The Rules and Regulations require a visual test to be done prior to the public hearing. The applicant has submitted photographs showing the existing and proposed views if the cell tower is approved. The board agreed that they are comfortable if the applicant seek a waiver from rules and regulations.

Mr. Hummel explained that the town was seeking a volunteer from the Planning Board to serve on a public focus group for the Housing Production Plan. Mr. Cappetta volunteered to serve on behalf of the Planning Board.

3. Consent

The minutes from the Acton Planning Board 8/20/2019 meeting were reviewed and approved by a vote of 5-0, with no amendments discussed.

4. Adjournment

At 8:26 pm, Mr. Liu moved and Mr. Cappetta seconded to adjourn the meeting.

Items discussed at the meeting:

- 09.17.19 Planning Board Agenda
- DRAFT 08-20-19 Planning Board Minutes
- GPD Draft Rules September 2019
- Application
- Certified Abutter's List
- Floor Plans
- Planning Division Comments
- AWD Comments
- Health Comments

Respectfully Submitted,

Robert Hummel

Assistant Town Planner