



DESIGN REVIEW BOARD

Meeting Minutes
January 19, 2021
5:30 PM
VIRTUAL MEETING

Present: Peter Darlow, (Chair), David Honn, Richard Kelleher, Tom Doolittle, Dean Charter (BoS Liaison), Matt Murphy, Planning Department (Zoom Monitor)

Absent: Holly Ben Joseph

Citizen's attending: Terra Friedrichs, Danny Factor, Nyanna Tobin, Lee Ketelson

1. **Opening**

Chair, Peter Darlow, opened the meeting at 5:30 pm and read the Covid 19 protocol procedures for Zoom meetings.

2. **Regular Business**

- A. Citizens' concerns – Comments were held until the board discussed mature tree management policies.
- B. Approval of Meeting Minutes – It was moved and seconded to approve the November 30, 2020 minutes as amended. The minutes as amended were approved unanimously. David H to submit minutes for posting.

3. **Special Business**

A. Tree Management and Protection

Public shade trees along public roads / scenic byways:

Dean Charter provided an update on his progress with revisiting the 1991 BoS policy for protection of public way shade trees that is now understood to be significantly out of date. Dean will be meeting with the Tree Warden and the Director of the DPW next week to discuss thoughts they may have regarding a rewrite of the policy. Dean has reviewed the statement by Green Acton regarding protection of public shade trees and is in alignment on several of the key points, such as enforcement and increased town staffing. The topic of tree valuation will be a key issue to address. Dean believes he will have a first draft of an updated policy for the DRB to review within approximately one month.



A discussion took place regarding project review policies in town, and how these should prioritize an impact assessment of public shade trees within the early stage of a project development ahead of town committee and boards review for permits desired.

Dean believes the town departments have been pulling together to make public shade tree impact assessment a priority following the several recent situations where developments have unnecessarily damaged trees that could have been protected with more timely review. Peter Darlow will reach out to Selby to further the conversation.

Shade trees on private property proposed for development/redevelopment:

DRB members reviewed the several categories of projects for which tree protections could be desired; shade trees within setback zones of private residential properties; shade trees within setback zones on property to be developed for multifamily housing or for commercial development; residential subdivisions.

Board members were split on whether to focus on possible regulations targeting larger scaled property redevelopments or to focus on single family residential property redevelopment. It was agreed that property use aside, the concept behind potential protection bylaws could potentially be similar. It was noted there may be an advantage to focus on single family properties next given there is more precedent bylaw to work with as guidance.

It was agreed by all that subdivisions are a fully separate category and would therefore likely be the last topic to consider.

Several members of the public attending; Terra Friedrichs, Danny Factor, and Nyanna Tobin spoke up in favor of moving towards regulations to protect trees along the town's public roads as well as in private development. Green Acton has issued a statement specific to the concern for improving the protection bylaw for public shade trees along public roads and in time will be working on a second statement that will focus on tree protection within setback yards of private property. Green Acton's public shade tree statement has been shared with members of the DRB.

B. Land Use Technical Review

In an effort to improve communication within the town Selby has reached out to several boards and committees in town, including the DRB, requesting that a representative be available to join with the town's technical reviews. The intent being to significantly improve the understanding between the various entities involved with Acton project development review.

Peter Darlow will attend the upcoming review with the AHA regarding the Main Street housing development and will speak with Selby to get a sense for the frequency of such



meetings, given these occur during the workday. The approach for DRB involvement will be discussed when the DRB next meets.

C. 22 Elm Street

The board briefly discussed the upcoming PB meeting immediately to follow this DRB meeting and how several issues such as the question of wetland percentage within the protected land, relatively high density of the house lots as compared to the surrounding neighborhood, and the lack of 3D/architectural drawings to date continue to frustrate board members. Peter Darlow and Richard Keleher intend to listen in to the PB meeting and will look to speak to these issues.

4. Adjournment

At 6:55 p.m., it was moved and seconded to adjourn the meeting. The motion was approved unanimously.

Documents and Exhibits Used During this Meeting

- Draft Meeting Minutes from November 30, 2020

Respectfully submitted,

Peter Darlow