



## ACTON PLANNING BOARD

### Minutes of Meeting October 21, 2014 Acton Town Hall Room 204

Planning Board members attending: Mr. Jeff Clymer (Chair), Mr. Ray Yacoubi, Mr. Rob Bukowski, Mr. Michael Dube and Mr. Derrick Chin.

Also present: Kristen Guichard, Assistant Town Planner and Kim Gorman, Planning Board Secretary

Absent: Mr. Roland Bourdon.

Mr. Clymer (Chair) called the meeting to order at 7:30 PM.

#### I. Citizens' Concerns - None

#### IIA. Consent Agenda – Draft Minutes of 10/7/14

The minutes of the October 7, 2014 meeting were approved as amended.

#### III. Reports

**Acton 2020 / Kelley's Corner Steering Committee** – The committee reviewed the outcome from the Kelley's Corner public forum and feedback of the community. The Committee formally voted to recommend that Planning Board withdraw the proposed Drive-up window bylaw until the Kelley's Corner Improvement Initiative study has been completed.

**EDC** – The last Committee meeting was cancelled.

**DRB** – Mr. Dube was recently appointed liaison and will be attending future meetings.

#### IV. – Public Hearing on Zoning Amendments for Fall STM

Mr. Clymer explained public hearing procedures. He stated the Board would decide which articles to recommend and bring to Fall Special Town Meeting. Articles could still change or be withdrawn at this time. Mr. Clymer had asked members of the audience which article they were in attendance for; to know which article to discuss first.

Board members discussed the following proposed zoning amendments:

##### Article 1 – Amend to allow Pharmacy and Bank Drive-Up Window.

Kelley's Corner Steering Committee members and many residents were in attendance for the article. Andy Brockway, Chair of the Kelley's Corner Committee spoke on behalf of the Committee to request the Board delay the article until the study is completed. Primary objections to the article were: Delay the vote until after the KC Steering Committee completes their study and report and overall negative impact on the neighborhood. HDC would like to be added to the distribution list for future zoning changes. Board members voted to exclude Kelley's Corner Business District and have Town Counsel review language.

##### Article 2 – Amend the zoning district designation of Brookside Shops.

An abutter objected to the article and requested the Board not bring the article to Town Meeting. He explained his concerns; upset with the Town and the Property Management of Brookside Shops for not complying with the existing site plan requirements. Mr. Chin volunteered to work with the abutter, the Zoning Enforcement Officer and the Property Management.

##### Article 3 – Amend the Groundwater Protection District, Section 4.3.

Mr. Matt Mostoller, Mr. Ray Talkington, committee members and residents were in attendance for the article. Mr. Mostoller explained proposed changes are based on DEP recommendations and will consist of new definitions. Board member asked to fix some grammatical errors.

Article 4 – Reduce Special Permits.

Historic District Committee member and residents were in attendance for the article.

Restaurant: Representative David Honn of the DRB expressed the DRB's support for the increase in restaurant seats.

Commercial Recreation: David Honn recommended on behalf of the HDC that further studies be conducted to determine the maximum floor area for the South Acton Village and North Acton Village and that the article be held until such time.

Non-Conforming Lots: The HDC added this article be held until they are able to present their Committees recent study of properties in the historic district. HDC would like to be within the distribution list for future zoning changes. Board members discussed removing the article.

Article 5 – Amend Political Signs. The purpose would to allow multiple political signs.

Article 6 – Amend Outdoor Sales (Farmers' Markets). This article exempts the sales of holiday trees and other seasonal items from the 1 day per week limitation.

Article 7 – Amend Public Acquisition. Board member asked to add a coma in the summary.

Article 8 – Amend Senior Housing.

Audience member questioned if the monetary contribution was only for senior housing and suggested the clear calculation method be added to any other affordable housing requirements elsewhere in the bylaw. Board members stated the amendment was only concerning the Senior Residents development bylaw but that they would make note of the suggestion for the future.

Article 9 – Amend walkways, sidewalks, bikeways in front, side and rear yards.

**V. - Vote for PB Recommendations & possible Consent Items**

**Zoning Articles – Planning Board Recommendations & Member Assignments**

Article 1 Drive-up Windows– Mr. Yacouby moved to amend the article by removing Kelley's Corner Zoning District and to recommend the article as amended for the Fall Special Town Meeting approval. Mr. Bukowski 2<sup>nd</sup>, all in favor.

Article 2 Brookside Shops– Mr. Yacouby moved to recommend Article 2 for Fall Special Town Meeting approval. Mr. Dube 2<sup>nd</sup>, all in favor.

Article 3 Groundwater Protection District- Mr. Bukowski moved to recommend Article 3 for Fall Special Town Meeting approval. Mr. Yacouby 2<sup>nd</sup>, all in favor.

Article 4 Reduce Special Permits- Mr. Yacouby moved to withdraw Article 4 for Fall Special Town Meeting. Mr. Bukowski 2<sup>nd</sup>, all in favor.

Article 5 Political Signs- Mr. Bukowski moved to recommend Article 5 for Fall Special Town Meeting approval and place on consent items. Mr. Dube 2<sup>nd</sup>; all in favor.

Article 6 Outdoor Sales-Farmers' Markets – Mr. Bukowski moved to recommend Article 6 for Fall Special Town Meeting approval and place on consent items. Mr. Chin 2<sup>nd</sup>, all in favor.

Articles 7 Public Acquisition- Mr. Yacouby moved to recommend amended Article 7 for Fall Special Town Meeting approval and place on consent items. Mr. Dube 2<sup>nd</sup>, all in favor.

Article 8 Senior Housing– Mr. Dube moved to recommend Article 8 for Fall Special Town Meeting approval and place on consent items. Mr. Bukowski 2<sup>nd</sup>, all in favor.

Article 9 Walkways, Sidewalks, Bikeways– Mr. Bukowski moved to recommend Article 9 for Fall Special Town Meeting approval and place on consent items. Mr. Chin 2<sup>nd</sup>, all in favor.

Mr. Jeff Clymer and Matt Mostoller will present the Groundwater Protection District Bylaw. Mr. Clymer and Mr. Michael Dube will present the remaining zoning articles.

**VI. – New View PCRC Special Permit Amendment Request – Chicken Coop**

Ms. Kate Crosby, Trustee of the New View Condominium Trust Board requested an amendment to the PCRC Decision. They would like to add the word agriculture to the uses list for Parcel 1A. The request is in order to consider locating a small chicken coop (8'x10') on Parcel 1A. Board members reviewed and discussed the request and decided the modification should be brought to a public hearing. Ms.

Crosby will work with staff on filing the procedures and working within the deadlines before winter approaches.

**VI. Other Business**

Mr. Clymer will serve as the Planning Board's representative member on the Community Preservation Community and Mr. Dube will serve as the Planning Board's representative member on the Design Review Board, both have been sworn-in.

The meeting was adjourned at about 10:30 PM.

Respectfully Submitted,  
Kim Gorman  
Planning Board Secretary