



**TOWN OF ACTON  
DESIGN REVIEW BOARD  
MINUTES OF SEPTEMBER 2, 2015 MEETING**

7:30 p.m.  
Room 126, Town Hall

**Present:** Holly Ben-Joseph (Chair), Peter Darlow, Michael Dube, Kim Montella, Janet Adachi – BOS liaison  
**Guest:** Nancy Doherty

The meeting was called to order at 7:40 pm.

The DRB approved the meeting minutes from the September 19th meeting, as written.

Action Item: Michael Dube will submit approved minutes for posting and will also send a copy to George Dimakarakos, PE.

**Use Special Permit for 454 5A Spruce Street:** We reviewed the documents submitted and did not have any comments since, from what we could understand from the drawings, no changes will be made to the exterior of the building. HBJ will send an email to the planning department to let them know the DRB has no comments, and that if any exterior changes with the building or site will be made, that we would be happy to review plans.

Action Item: Holly Ben-Joseph will email the planning department.

**Kelley's Corner Update:**

The Kelley's Corner Master Plan committee is reviewing materials from the engineer and the consultant, Cecil Group, including a traffic plan, an economic feasibility plan, and a graphic plan.

The committee is discussing if it is worthwhile to the Town to follow Cecil Group's solution to increase the FAR and to allow for 4 story buildings, which the consultant believes is a necessary economic enticement. The committee does not think this solution will be acceptable to most townspeople, so they are discussing other possible solutions that would still entice developers into working with the town to follow the master plan, but would still keep the density at a lower level.

Having a developer follow the master plan and combine several sites together has many positives – it would be easier to attain the long range goals for the area, it would help to reduce curb cuts, and with a larger site, better consultants could be hired and more flexibility is possible in layout.

One of the requirements of the master plan is that all ground floor uses will be retail, housing could be located on upper floors.

If developers followed the master plan process, they would meet with the planning board, then the DRB and other committees; following this process would give developers more leeway in zoning such as taking advantage of higher FARs.

The summary document that Cecil Group has submitted is not clear enough on the master plan process or how zoning changes should be made.

The committee has decided that more time is needed to prepare materials for town meeting, and they are now planning on bringing the master plan for approval to the spring town meeting.

Stop and Shop is now willing to meet with the Town and committee to discuss the K-mart site. There is a meeting planned for tomorrow.

Meeting adjourned at 8:30

**Next Committee Meeting:** September 16, 2015

Respectfully Submitted by: Holly D. Ben-Joseph