



Planning Board

May 7, 2020
7:30 PM
Virtual (Zoom)

Planning Board members present: Derrick Chin (Chair), Jon Cappetta (Clerk), Ray Yacouby and Anping Liu, and Sam Bajwa.

Also present: Roland Bartl, Planning Director; Robert Hummel, Assistant Town Planner.

1. Opening

Chair Derrick Chin called the meeting to order at 7:32 pm. He read the guidelines for virtual meeting.

He called roll.

Derrick Chin- Aye, Ray Yacouby- Aye, Sam Bajwa- Aye , Jon Cappetta – Aye, Anping Liu - Aye

2. New/Special Business

I. Public Hearing 20-01 – Public Hearing, Sign Special Permit Application – 82 Powder Mill Road

Applicant presented an overview of her application for a wall sign at her business to replace the previous business sign.

After consultation with staff and discussion, the board found the permit application to be consistent with the bylaws. Jon Cappetta moved and Sam Bajwa seconded to close the public hearing. The chair called the roll: Derrick Chin- Aye, Ray Yacouby- Aye, Jon Cappetta- Aye, Anping Liu - Aye, Sam Bajwa- Aye. The Board unanimously (5-0) voted to close the hearing.

Mr. Yacouby moved and Mr. Bajwa seconded, and the board unanimously (5-0) voted to approve the special permit and delegate the Planning Director to sign the draft decision presented to the board. The chair called roll: Derrick Chin- Aye, Ray Yacouby- Aye, Jon Cappetta- Aye, Anping Liu - Aye, Sam Bajwa- Aye.

II. Confirm Mr. Bajwa' s “Mullin Rule” certifications

The Mullin rule certifications for the public hearings for 40 Brook Street and 12 Spruce Street were accepted by the board

III. 19-08 – Decision on Accessary Apartment Special Permit Application – 40 Brook Street

Vote to approve the decision as written.



The Chair called roll: Derrick Chin- Aye, Ray Yacouby- Aye, Jon Cappetta- Aye, Anping Liu - Aye, Sam Bajwa- Aye. Unanimous (5-0)

IV. 19-09 – Decision on Sign Special Permit Application – 12 Spruce Street

Vote to approve the decision as written.

The Chair called roll: Derrick Chin- Aye, Ray Yacouby- Aye, Jon Cappetta- Aye, Anping Liu - Aye, Sam Bajwa- Aye. Unanimous (5-0)

V. Assignment of Town Meeting tasks

- EV article - David Martin (BOS) and Mr. Bajwa (Planning Board) to discuss who will present.
- Mr. Cappetta to contact the Russian School of Mathematics to offer the board's support with presenting their article at Town Meeting

VI. Discuss Drive-up Window Zoning Article

Mr. Charter, on behalf of the Board of Selectmen, informed the Planning Board that there have been requests from the citizens to have Drive-Up windows brought back to Town Meeting among other reasons, to serve the handicapped persons and to attract people who are currently going to other towns to get drive through.

The Planning Board members agreed to support this article. They discussed that as a way forward, planning staff would include this item on the next Planning Board meeting agenda to discuss the approach that could include a draft proposal, process for holding public meetings to get public input including ideas for safeguards, before the zoning public hearing.

VII. Regular Business

a. Amendments to Rules and Regulations (vote)

Mr. Yacouby moved and Mr. Cappetta seconded to approve the three sets of rules and regulations, as presented by the planning staff. The Chair called roll: Derrick Chin- Aye, Ray Yacouby- Aye, Jon Cappetta- Aye, Anping Liu - Aye, Sam Bajwa- Aye. Unanimous (5-0)

b. Reports & Administrative Updates

Mr. Bartl mentioned that the Housing Production Plan is being finalized within the next few weeks.

Previous Meeting Minutes

Mr. Cappetta moved to approve the 04/21/20 meeting minutes with a slight amendment "the Chair called roll". Mr. Yacouby seconded. The Chair called roll: Derrick Chin- Aye, Ray Yacouby- Aye, Jon Cappetta- Aye, Anping Liu - Aye, Sam Bajwa- Aye. The vote was (5-0)



Mr. Yacouby moved to approve the 02/11/20 meeting minutes as shown. Mr. Liu seconded. The Chair called roll: Derrick Chin- Aye, Ray Yacouby- Aye, Jon Cappetta- Aye, Anping Liu - Aye, Sam Bajwa- abstaining. The vote was (4-0-1) with Mr. Bajwa abstaining from the vote.

Adjournment

At 9:47PM a motion was made and seconded to adjourn the meeting.

The Chair called roll: Derrick Chin- Aye, Ray Yacouby- Aye, Jon Cappetta- Aye, Anping Liu - Aye, Sam Bajwa- Aye. Unanimous (5-0)

Meeting adjourned by unanimous vote.

Documents used at the meeting:

- 5.7.2020 Planning Board Agenda
- DRAFT 04-21-20 Planning Board Minutes
- DRAFT 02-22-20 Planning Board Minutes
- Sign Special Permit application for 82 Powder Mill Road
- Draft decision on Accessory Apartment Special Permit Application - 40 Brook Street
- Draft decision on Sign Special Permit Application – 12 Spruce Street
- Planning Division Memos

Also see link for my information: <http://doc.acton-ma.gov/dsweb/View/Collection-12289>