



Planning Board

March 21st, 2023

7:30 PM

Virtual (Zoom)

Planning Board members present: Jon Cappetta, Sam Bajwa, Michaela Moran and Nathan Cookson

Also present: Kristen Guichard, Planning Director, Nora Masler, Assistant Planner & Alicia Burak, Administrative Assistant.

Jon Cappetta read the guidelines for the virtual meeting.

Jon Cappetta called the meeting to order at 7:33PM.

Sam Bajwa called the roll: Jon Cappetta-Aye, Sam Bajwa -Aye, Michaela Moran-Aye, Nathan Cookson-Aye

I. Regular Business

1. Resident Comments: None
2. Approve Previous Meeting Minutes: Nathan Cookson motioned at 7:41PM to accept the meeting minutes for 2.21.23. Sam Bajwa seconded the motion. Roll Call Vote: Jon Cappetta- Aye, Sam Bajwa- Aye, Michaela Moran- Abstained, Nathan Cookson-Aye
Michaela Moran motioned at 7:52PM to accept the meeting minutes for 3.08.23. Nathan Cookson seconded the motion. Roll Call Vote: Jon Cappetta-Aye, Sam Bajwa- Aye, Michaela Moran-Aye, Nathan Cookson-Aye
3. Board Member Reports: Michaela Moran gave updates on CPC.
4. Administrative Updates and Reports: Kristen Guichard updated the board on active planning and community engagement projects.

II. New/Special Business

1. PB23-1 –Public Hearing–128 Great Road, Sign Special Permit

Jon Cappetta opened the public hearing at 7:58PM

Clint Keeney gave a brief overview and showed the plans of the proposed signs. He proposed two signs on either side of the door on the front of the building and requested to eliminate the landscaping requirements when installing the free-standing business center sign out front to avoid eliminating a parking space.

Nora Masler described the sign plans and explained to the board what doesn't meet regulations of the design.

Board Comments: Nathan Cookson asked what was being proposed in lieu of the landscaping. Clint stated that there wouldn't be any landscaping around the sign but could landscape around the building and out back by the rail trail.

Sam Bajwa suggested the applicant provide a smaller landscape area around the sign.

Michaela Moran- asked about the placement of the free-standing sign and suggested moving the sign over. She noted the large amount of asphalt in front and that landscaping should be incorporated into the plan for aesthetic reasons. Michaela asked if he currently had lighting and he stated no. She raised concern about the size, measurements and placement of signs on the building.

Nora Masler clarified given that the distance from the architectural features wasn't included in the application, an architectural plan with dimensions would have to be submitted so board would have a clear understanding of what was being approved, and in order to approve that piece the applicant would have to reapply for a separate special permit as it was not in the legal advertisement. She advised to board on the options on approving, denying or continuing the hearing.

Public Comments: None

Nathan Cookson motioned at 8:44PM to continue PB23-1 to April 18th allowing the applicant to revise the landscaping and architectural design plans. Michaela Moran seconded the motion. Roll Call Vote: Jon Cappetta- Aye, Sam Bajwa-Aye, Michaela Moran-Aye, Nathan Cookson-Aye.

**Zoning Public Hearing- Continued Public Hearing- Deliberations and Vote
Recommendations for Town Meeting**

a. Groundwater Protection District – Acton & Maynard

Deliberations: Planning Board members stated they were all in support of the article.

Public Comment: None

Vote: Michaela Moran motioned at 8:49PM that the Planning Board recommend the article for town meeting on 5/1/2023. Sam Bajwa seconded the motion. Roll Call Vote: Jon Cappetta- Aye, Sam Bajwa-Aye, Michaela Moran-Aye, Nathan Cookson- Aye

b. Firearms Business

Select Board member David Martin updated the Board of the two changes that were made to the draft: 1. Increased buffer around residences where a firearm's business could not locate from 100 feet to 125 feet. 2. Add a provision that a minor could not enter the business without being accompanied by an adult.

Deliberations: Michaela Moran asked about increasing the buffer to 150feet. Kristen Guichard presented the map and showed how a 150ft buffer would really limit the location of where the business can go whereas a 125-foot buffer was more reasonable.

Michaela stated that while the 125-foot buffer was better than 100 feet, she was still uncomfortable with less than a 150-foot buffer. She noted that supports the change having minors be accompanied by an adult.

Nathan stated that a larger buffer would be better, the town doesn't need firearms' businesses and would like to do anything they can to limit where the businesses can go. David Martin stated that Town Council has told the Select Board that trying to outlaw such business might not be successful in court and they need to have an approach that allows the town to put businesses in parts of town that are appropriate with appropriate conditions.

Kristen Guichard stated that without the proposed article there are no location regulations for firearm's businesses, with the article the town would limit the businesses to two locations.

Nathan asked if the board can abstain from recommending the article at town meeting. Kristen stated that the board can choose not to take a position but would recommend the board speak at town meeting expressing their viewpoints and gave the board options they can take.

Nathan and Michaela both stated they felt the bylaw was not strong enough so could not support it. Jon and Sam were in favor of the bylaw as written to provide

reasonable limitations and protections where none currently exist. Therefore, the Board decided they would take no position.

Public Comment: None

Vote: Michaela Moran motioned at 9:14PM for the Planning Board to take no position on the firearms business article. Nathan Cookson seconded the motion. Roll Call Vote: Jon Cappetta- Aye, Sam Bajwa- Aye, Michaela Moran- Aye, Nathan Cookson-Aye.

c. Housekeeping Corrections

Kristen Guichard updated the board with one change to LED lighting for signs.

Deliberations: None

Vote: Michaela motioned at 9:17PM that the planning board supports the article at town meeting on May 1st, 2023. Sam Bajwa seconded the motion. Roll Call Vote: Jon Cappetta- Aye, Sam Bajwa-Aye, Michaela Moran- Aye, Nathan Cookson- Aye.

Michaela Moran motioned at 9:18PM to adjourn the meeting. Sam Bajwa seconded the motion. Roll Call Vote: Jon Cappetta- Aye, Sam Bajwa- Aye, Michaela Moran-Aye, Nathan Cookson-Aye.

Materials used at this meeting:
Zoning Public Hearings
Fire Arms Business
Draft Article
PB Meeting 3-8-2023

3.21 Planning Board Agenda

Updated draft article-Firearms Business 3-7-23

Final Firearm Zoning

Updated with track changes draft article

Ground Water Protection District-Acton and Maynard Combined

Draft Article

Groundwater- all town existing

Groundwater-alltown new

Groundwater-center region

Groundwater-maynard

Groundwater-northregion

Mullins Forms

Housekeeping Corrections Draft Article

How to participate remotely

Planning Board draft minutes 2.21, 3.08

PB21-01 Materials as follows:

Permit Application

Revised Plan

Engineering Comments

Health Comments

Water District Comments

Planning Memo