



## DESIGN REVIEW BOARD

Meeting Minutes  
Zoom Meeting, Town Hall, Room 204  
May 3, 2022  
7:00 PM

**Present:** Peter Darlow (PD)(Chair); David Honn (DH); Richard Keleher (RK); Tom Doolittle (TD)

**Absent:** Holly Ben Joseph (HBJ); Jon Cappetta (JC)(Planning Board Liaison); Dean Charter (DC)  
(Select Board Representative)

### 1. Opening

Chair, Peter Darlow, opened the meeting at 7:05 pm.  
Chair reads Covid-19 Statement

### 2. Regular Business

- A. Citizens' concerns – none
- B. Approval of Meeting Minutes – The meeting minutes for XXX were discussed and approved by 4-0 vote”. RK to send to the Town Clerk.

### 3. Special Business

- A. 115 River Street Project Presentation:
  - Lavallee/Brensinger Architects presented drawings for the demolition and re-building of a warehouse facility.
  - DRB members offered comments on the design.
  - Refer to the DRB memo concerning this project dated XXX.
- B. Tree Clearing Presentation:
  - RK gave a Power Point Presentation regarding tree clearing in Acton pertaining to new construction sites. Refer to the Power Point Presentation slides.
  - It was noted that the Select Board to deferred to take any action on this topic at their recent Board meeting.
  - It was agreed that RK would prepare a DRB memo to the BoS in support of the initiative.



C. Changes to Acton's PCRC Zoning Article:

- The DRB has previously prepared summary memos regarding suggested changes to the PCRC bylaw and lot configuration parameters in the existing Acton Zoning Code. It was generally agreed that the DRB memos were sufficiently comprehensive enough to begin discussions with the Planning Board and subsequently and hopefully, the Select Board, Planning Department and Town Counsel towards the development of revised zoning bylaw language suitable for Town Meeting approval.
- It was noted that the Select Board to deferred to take any action on this topic at their recent Board meeting.
- No action was taken by the DRB regarding this topic.

**4. Adjournment**

At 8:20 p.m., it was moved and seconded to adjourn the meeting.  
The motion was approved unanimously.

**5. Documents and Exhibits Used During this Meeting**

- Meeting Minutes of XXX.
- 115 River Street Project Presentation by Lavallee/Brensinger Architects
- Tree Clearing Power Point Presentation