



**Planning Board**

February 4, 2025

7:30 PM

In Person &  
Virtual (Zoom)

**Planning Board members present:** Jon Cappetta, Michaela Moran, James Fuccione, Patricia Clifford

**Also present:** Kristen Guichard, Planning Director; Nathaniel Ryan, Assistant Planner

**Planning Board members absent:** Saw Bajwa and Ron Beck (Associate Member)

Jon Cappetta read the guidelines for the virtual meeting.

Jon Cappetta called the meeting to order at 6:18 PM

James Fuccione called the roll: Jon Cappetta-Aye, Michaela Moran-Aye, James Fuccione-Aye, Patricia Clifford-Aye, Michaela Moran-Aye

**I. Regular Business**

- 1. Residents' Comments: None**
- 2. Approve previous meeting minutes:**

Patricia Clifford motioned at 6:19 PM to approve meeting minutes from 09/16/24. James Fuccione seconded. Roll Call Vote: Jon Cappetta-Aye, Patricia Clifford-Aye, James Fuccione-Aye

Patricia Clifford motioned at 6:20 PM to approve meeting minutes from 11/19/24 with the word "design" on page two to be changed to "designed." James Fuccione seconded. Roll Call Vote: Jon Cappetta-Aye, Patricia Clifford-Aye, James Fuccione-Aye

Patricia Clifford motioned at 6:24 PM to approve meeting minutes from 11/25/24. James Fuccione seconded. Roll Call Vote: Jon Cappetta-Aye, Patricia Clifford-Aye, James Fuccione-Aye

Patricia Clifford motioned at 6:26 PM to approve meeting minutes from 12/17/24 with the word “site” on page two changed to “sight.” James Fuccione seconded. Roll Call Vote: Jon Cappetta-Aye, Patricia Clifford-Aye, James Fuccione-Aye

James Fuccione motioned at 6:28 PM to approve meeting minutes from 01/21/25. Patricia Clifford seconded. Roll Call Vote: Jon Cappetta-Aye, Patricia Clifford-Aye, James Fuccione-Aye

**3. Board Members’ Reports: None**

**4. Administrative Updates & Reports: None**

## **II. New/Special Business**

### **1. Discuss and address Open Meeting Law Violation submitted by Geoff Beach**

Jon clarified for the Board that they will vote to discuss whether the emails would have changed their individual decisions for 40 High Street in any way.

Patricia Clifford motioned at 6:31 PM to discuss. James Fuccione seconded. Roll Call Vote: Jon Cappetta-Aye, Patricia Clifford-Aye, James Fuccione-Aye

After reviewing the emails, the Board unanimously agreed that the emails would not have changed their individual decisions for 40 High Street.

Jon formally apologized for the oversight on the emails and meeting minutes.

James Fuccione motioned at 6:38 PM to direct Town counsel to respond to the Open Meeting Law complaint. Patricia Clifford seconded. Roll Call Vote: Jon Cappetta-Aye, Patricia Clifford-Aye, James Fuccione-Aye

### **2. Updates on Habitat for All Initiative**

Kristen updated the Board on the recent changes to JM Goldson’s feasibility analysis for inclusionary zoning after verifying with a Boston-based developer. Among the changes to the feasibility model were to increase the interest rate for mortgages, increase the estimate for condo fees, increase the residential property tax rate, and reconfigure affordability estimates by household income by using the number of bedrooms plus one.

This resulted in increasing the allowed densities of smaller and cottage style homes so that inclusionary zoning would still be feasible and attractive to developers, and smaller

homes would be incentivized by increasing the return on investment in comparison to larger homes.

Pat had questions about the percentage of affordable units, which Kristen clarified using some examples.

Michaela had concerns about the ability to fit the number of units proposed in the feasibility model on certain acreages, which Kristen provided a built example of using Audubon.

Michaela also had concerns about the estimate for condo fees, which she thought was too low at \$400, as she had seen condo fees upwards of \$600. Kristen said she would look into any examples that Michaela could provide and also posed the question of whether older, established condo associations had higher fees due to maintenance costs in comparison to newer developments.

James asked about examples from other communities. Kristen responded that she would provide examples soon.

Kristen summarized the feedback from the Design Review Board, to which Jon commented that he agreed with the setback changes to make them more uniform across housing types.

The Board was receptive of changing the naming of 'Housing Types' to more general names such as "A, B, C, D."

The Board was supportive of Habitat For All's overall objectives to preserve 60% of open space through clustering development, while still noting some details raised by Pat and Michaela on inclusionary zoning feasibility that have yet to be finalized. They were appreciative of the number of people, boards, and committees that have weighed in on the initiative.

### **3. Discuss meeting for February 18<sup>th</sup>**

The Board agreed that a meeting on February 18<sup>th</sup> was not necessary.

Patricia Clifford motioned at 7:53 PM to adjourn the meeting. James Fuccione seconded. Roll Call Vote: Jon Cappetta-Aye, Patricia Clifford-Aye, James Fuccione-Aye, Michaela Moran-Aye

#### **Materials used at this meeting:**

02.04.25 Planning Board Agenda.pdf

11-19-24 Planning Board Minutes Draft.pdf  
11-25-24 Planning Board Minutes (DRAFT) 2.pdf  
1-21-25 Planning Board Minutes DRAFT 3.pdf  
12-17-24 Planning Board Minutes (DRAFT).pdf  
9-16-24 Planning Board Minutes DRAFT 2.pdf  
Acton\_Habitat\_FeasibilityMemo\_020425.pdf  
Email OML.pdf  
OML Complaint Jan 22 2025.pdf