



**TOWN OF ACTON
DESIGN REVIEW BOARD
MINUTES OF MAY 18, 2011 MEETING**

7:30 p.m.
Room 128, Town Hall

NEXT COMMITTEE MEETING: Wednesday, June 1, 2011
 Acton Town Hall, Rm 128, 7:30 p.m.

Present: Ann Sussman (Chair), Holly Ben-Joseph (Vice-Chair), David Honn, Conor Nagle, and new BOS liaison David Clough

Meeting was called to order at 7:35 p.m.

The DRB members introduced themselves to David Clough, and provided a brief background about the DRB and how the system is working thus far. Some of the DRB's concerns and hopes are:

- David Clough thought it might be a good idea to have a DRB member at the BOS when they are review a project.
- Our town bylaw and ordinances in some cases work against the goals stated in the Masterplan and Village Plans - in particular -
 - setbacks,
 - having only a minimum number of spaces required per development rather than setting a maximum; (too much parking is allowed)
 - no bylaw to preserve mature trees on a site or to prevent clear cutting of the site
 - no bylaw limiting the amount of time between when a site is cleared and start of construction.
- More accountability from the developers to follow the plans that were approved; more oversight by Town may be required.

MBTA UPDATE:

David Honn presented an update on the progress of South Acton MBTA station as follows:

- David and Ron Rose are meeting with MBTA architects to develop the architectural plans. The MBTA is incorporating some of the town's suggestions which is a positive trend.
- One concern is the visual impact the two 800' long raised platforms will have on the neighborhood. They are discussing the importance of screening.

- David and the committee have worked with MBTA to develop a small parking lot (for about 20 cars - most for the rail trail and several for handicap spots) on the Montori land. However the timing for design of this parking area needs to be worked out with the MBTA in order to coordinate with the dates of the submissions for the Rail Trail.
- 60% drawings will be submitted by the MBTA in about 1 month.
- There is a suggestion to have a wind sculpture with the T symbol rather than the standard signage.

DRB DESIGN GUIDELINES & REVISING THE CHARTER

David Clough recommended that the DRB move ahead with the revisions to design review guidelines that will now include residential projects with 4 units and above.

Action Item:

Holly and Ann will finish the revisions and send them off for Tom Peterman to make the changes.

Action Item:

At the next meeting we will go over the charter and finalize the changes to include multi- housing as well.

ACTON 2020

The DRB will enlarge the proposed design guidelines for public review.

Meeting Adjourned at : 9:00.

Respectfully Submitted by:

Holly Ben-Joseph