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TOWN CLERK, ACTON

**TOWN OF ACTON  
DESIGN REVIEW BOARD  
MINUTES OF MARCH 20, 2013 MEETING**

7:30 p.m.  
Room 121, Town Hall

NEXT COMMITTEE MEETING: April 3, 2013  
Acton Town Hall, Rm 121, 7:30 p.m.

**Present:** Holly Ben-Joseph (Chair), Peter Darlow (Vice-Chair), David Honn, Kim Montella (Planning Board Rep), David Clough (BOS Liaison)

The meeting was called to order at 7:35 pm.

**Review of Meeting Minutes from Feb 6, 2013**

Notes were approved as edited.

**Action Items:** Kim Montella will make revisions and post to clerk.

**Report of Acton 2020 meeting**

A DRB member attended the March 21, Acton 2020 meeting and he reported back to the DRB. Margaret Busse started the meeting; she introduced the proposed budget and various allotments for the budget.

Steve Cecil, the consultant to the town to help win support for the proposed project and funding request, presented for the remainder of the meeting. Steve C. explained the reasons for the study, followed by examples of his firm's similar previous work in New England. He discussed the community input portion of the proposal and explained that a website could be used for input. He also talked about the proposed engineering and the project limits.

He stressed the importance of proceeding with 25% engineering documents, as this is felt to be precondition for success in applying for State grant money

The meeting had a turnout of about 40 persons, many of those being Acton 2020 members and the presenters.

Of those attending, about 50% seemed in favor of the project (including land owners in Kelley's corner) and 50% against.

DRB members were uniformly concerned that the approach explained by S. Cecil seemed to de-emphasize a critical part of a successful design process - having design professionals analyze the

background information and develop design programs and schemes to offer to the community. This step was barely explained at the meeting.

The DRB members support moving forward with plans for Kelley's corner but have concerns about the suggested process- DRB members question producing 25% engineering documents before having a clear direction for the master plan of Kelley's Corner

We discussed the importance in moving forward, that a member of the DRB be a part of the Acton 2020 Kelley's corner sub-committee.

**Request for change in Comprehensive Permit for 263 Great Road**

The ZBA will be reviewing a request for a change in a Comprehensive Permit for 263 Great Road, a 40 B project that the DRB reviewed.

**Action Item:** HBJ will send an email to Scott Mutch, to enquire about the proposed change that ZBA will be reviewing on April 7. If the change is substantial, the DRB will offer to review the proposal to provide input to the ZBA.

The meeting adjourned at 8:45 pm.

Respectfully Submitted by: Holly Ben-Joseph