



**TOWN OF ACTON
DESIGN REVIEW BOARD
MINUTES OF MARCH 4, 2015 MEETING**

7:30 p.m.
Room 126, Town Hall

Present: Holly Ben-Joseph (Chair), David Honn, Michael Dube (by phone)
Not present: Kim Montella, Peter Darlow, Janet Adachi – BOS liaison

The meeting was called to order at 7:40 pm.

The DRB approved the meeting minutes from the February 18 meeting, as amended.

Action Item: Holly will submit approved minutes for posting on behalf of Peter Darlow.

Design Review Board Charter: We continued to review the revised draft of the DRB charter, most recently amended in January 2015 by Janet Adachi, and as further amended by Roland Bartl in January 2015, in respect to comments and edits suggested by Michael Dube. We agreed that the minor edits clarified the document and agreed to support these edits.

We also discussed the gap in review coverage for sub-divisions as the Charge is now written. The Charge states the DRB can review housing projects of 4 or more units, but what if a sub-division has only three units? We suggested that the text be changed so that the DRB may review all sub-division projects.

Action Item: Holly Ben-Joseph will forward the Charge with agreed upon edits to Janet Adachi.

Donation Bins around Town: Michael Dube reported that he brought up the issue of the donation bins that now can be found all around Acton's parking lots. He has received a copy of the past failed warrant article that attempted to put guidelines on the containers. He is reviewing it and said that is quite complex, which may have been the reason it was rejected last time around. We will discuss this at our next meeting.

Possible Review Project: Holly Ben-Joseph read an email from Roland Bartl stating that Leo Bertolami may be returning to the DRB to discuss the 107-115 Great Road project (the site with the windmill building) to review together his proposed design and the DRB's suggestions from the review memo.

The meeting adjourned at 8:00 pm.

Next Committee Meeting: Wednesday, April 1, 2015
Acton Town Hall, Room 126, 7:30 p.m.

Respectfully Submitted by: Holly D. Ben-Joseph