



ACTION PLANNING BOARD

Minutes of Meeting November 15, 2016 Public Safety Facility, EOC

Planning Board members attending: Derrick Chin, Acting Chair; Jeff Clymer; Bharat Shah; Anping Liu; Emilie Ying. Also present: Kristen Guichard, Assistant Town Planner, Katelyn Huffman, Planning Board Secretary.

Mr. Chin opened the meeting at 7:30 pm.

I. Citizens' Concerns

No citizens' concerns were cited.

II. Reports

EDC- Mr. Chin reported that there had not been a meeting since June 30, 2016.

III. Consent Agenda

A. Minutes

Mr. Clymer moved that the minutes from November 1, 2016 be approved as amended. The motion carried unanimously.

IV. Public Hearing – 470 Massachusetts Avenue – Sign Special Permit

Mr. Chin opened the public hearing for 470 Mass Ave sign special permit at 7:45PM.

Mr. Worthy outlined the key points of the Sign Special Permit application. He cited that the applicant was proposing a six square foot illuminated sign, in a nonconforming zoning district. The sign would replace an existing freestanding sign.

Mr. Clymer noted that the sign would not be able to be illuminated due to its nonconforming nature.

Mr. Worthy explained that he was under the impression that it could be illuminated.

Ms. Guichard informed Mr. Worthy that section 7.13.1.7 of the Acton Zoning Bylaw allows by Special Permit, One SIGN for a nonconforming, pre-existing business, industrial or office USE other than a home occupation, ERECTED in a Residential District, conforming to the applicable requirements for a SIGN in a Village District, not illuminated and not exceeding six square feet in DISPLAY AREA. She noted that Section 7.13.1.9 only allows for special permits for a different type or method of illumination, but signs for pre-existing non-conforming uses in residential districts are not allowed to have any form of illumination. Ms. Guichard pointed to Section 7.5.7 which allows signs of this nature to be coincidentally illuminated by building, driveway or similar features, such as a residential post light.

Mr. Clymer made a motion to approve the proposed sign without illumination.

Mr. Chin seconded the motion.

The motion carried unanimously.

V. Administrative Updates

The Board reviewed the upcoming meeting dates. The Board voted to cancel the December 6th meeting.

The Board agreed to review liaisons for committees/Boards at a later date.

Ms. Guichard gave a new member presentation.

The meeting was adjourned at 9:00 pm.

Respectfully Submitted,
Katelyn Huffman
Planning Board Secretary