



**TOWN OF ACTON  
DESIGN REVIEW BOARD  
MINUTES OF AUGUST 16, 2017 MEETING**

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

**Present:** Holly Ben-Joseph, (Chair), Peter Darlow, (Vice Chair), David Honn, Emilie Ying, (Planning Board Liaison, Janet Adachi, (BoS Liaison).      **Not present:** Kim Montella.

The meeting was called to order at 7:35 pm

## **Meeting Minutes**

No prior sets of meeting minutes were available for review.

## Meadowbrook Condominium

Plan documents specific to the proposed reconstruction and modest expansion of an existing paved parking lot for the condominium project were reviewed. It was noted that the work will incorporate a landscaped retention basin as a part of an improved capture of surface water runoff. Please refer to the board's memorandum for specific comments and recommendations concerning the proposed scope of sitework.

Action Item: David will prepare a memorandum outlining the discussion and recommendations made by the board concerning the proposed parking lot resurfacing and alterations.

The meeting adjourned at 8:10 pm.

**Next Scheduled Meeting:** Hosmer House Site Visit  
8/31/17 7:30 a.m.

Respectfully Submitted by: Peter Darlow