



**ACTION PLANNING BOARD**  
**Minutes of Meeting**  
**November 20, 2018**  
**Acton Town Hall**  
**472 Main Street**  
**Room 204**

Planning Board members in attendance: Ray Yacoub, Chair; Derrick Chin; Emilie Ying; Anping Liu, and John Cappetta  
Also present: Roland Bartl, Planning Director; Vivian Birchall, Administrative Assistant.

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

**I. Citizens' Concerns**

Mr. Yacoub opened the meeting to citizen's concerns. There were none.

**II. Minutes**

The Board unanimously approved the minutes of the 10/23/2018 and 11/13/2018 meetings.

**III. Public Hearing – 18-05 - 110 Nagog Hill Road Definitive Subdivision:**

The Planning Board chairperson, Mr. Yacoub opened the public hearing at 7:40pm.

Mr. Seth Donohue, on behalf of the applicant, presented the plan for the development and highlighted the revisions to be made to the plan to incorporate the Engineering Department, Health Division, Acton Water Districts and Planning Division's comments. He also mentioned the maintenance arrangements.

**Citizen's concerns:**

- E-mail submission:

"My name is Jacqueline Weymouth and I am an abutter to the proposed subdivision  
At 110 Nagog Hill Road.

This is to request the Planning Board require a privacy buffer between the proposed  
New home and the property line for 3 Putnam Road.

Since the proposed structure appears to be planned to be only 10 feet from the boundary, existing  
stone wall, I would suggest either a fence or shrubs to be placed

Along the length of the stone wall between my property and the subdivision.

Thank -You for your consideration of this request.  
Jacqueline Weymouth"

- Mr. Bartl asked the applicant to take another look at the vegetation screening options, for the neighbor's privacy.

The Board unanimously agreed to a continuation of the public hearing on January 8<sup>th</sup> 2019, 7:35pm at the Town Hall Room 204.

**IV. Other Business**

**1. Town's Stormwater Rules and Regulations**

The Town Engineer, Mr. Campbell, gave a presentation on the need for the town's storm water regulations, including related zoning changes, to be streamlined into one set of standards reflecting the new requirements of Town Bylaw Chapter X.

He informed the Board that storm water design standards change with changes in technology among other reasons and to streamline the design standards, it'd be more practical to keep them all within and consistent with Chapter X.

Mr. Bartl explained the legal process for making the changes to zoning bylaw and subdivision regulations.

There was no objection to the proposed draft changes. Staff will schedule a public hearing in early 2019.

**2. 18-03 - 180 Newtown Road PCRC Decision**

Mr. Chin moved to approve the draft decision. The motion was seconded.

The board reviewed the decision, made minor corrections, and discussed whether or not the developer should construct a sidewalk on Genevieve lane.

The Board unanimously voted to in favor of building a sidewalk on the northern side of Genevieve lane and a paved waiting area where the lane merges onto Newtown road, for the safety of the children waiting for a school bus.

The board also discussed the developer's contribution toward the Natural Resources' suggested 4-space parking lot off Arlington Street with trail and boardwalk on the Town's adjacent conservation land as an alternative to the otherwise required sidewalks along the site frontage.

Ms. Ying moved that the developer provide both the sidewalk fund contribution of \$15,600 and provide improvement of conservation land up to the value of \$15,600. The board voted 3/2 in favor of having both.

The Board also unanimously voted to include to the decision, that the developer should raise the perimeter berms to match the elevation of the abutting lands and plant trees or a fence on top of that berm, for the privacy of the abutter.

With these adjustments to the decision, the board voted unanimously, to approve the 180 Newtown Road PCRC Decision.

**3. Administrative Updates**

Mr. Bartl informed the Board that Janet Adachi had agreed to present the Recreational Retail Marijuana zoning articles during the Special Town Meeting on December 3, 2018.

The meeting was adjourned at 9:25pm.

Respectfully Submitted,  
Vivian Birchall  
Land Use Department