



Planning Board

July 18th, 2023

7:30 PM

In Person &
Virtual (Zoom)

Planning Board members present: Michaela Moran, Nathan Cookson, James Fuccione and Patricia Clifford

Also present: Kaila Sauer, Assistant Planner & Alicia Burak, Administrative Assistant.

Planning Board members absent: Jon Cappetta, Sam Bajwa

Michaela Moran read the guidelines for the virtual meeting.

Michaela Moran called the meeting to order at 7:30PM.

Kaila Sauer called the roll: Michaela Moran-Aye, Nathan Cookson, James Fuccione, Patricia Clifford-Aye

I. Regular Business

1. Resident Comments: Tara Friedrichs, West Acton - hopes the board starts to decline the construction of new buildings due to climate emergency. Expressed her future planning and building concerns.
2. Approve Previous Meeting Minutes: James Fuccione motioned at 7:36PM to accept the meeting minutes for 5/16/23. Patricia Clifford seconded the motion. Roll Call Vote: Michaela Moran- Abstained Nathan Cookson-Aye, James Fuccione- Aye, Patricia Clifford-Aye
3. Board Member Reports: None
4. Administrative Updates and Reports: Kaila Sauer gave updates on the Connect Powder Mill Road, South Acton Vision and Action Plan, and Kelley's Corner projects. August meeting is canceled.

II. New/Special Business

1. Election of Officers

Michaela Moran motioned at 7:18PM to continue the Election of Officer to the next meeting on 09/19/23. James Seconded the motion. Roll Call Vote: Michaela Moran- Abstained Nathan Cookson-Aye, James Fuccione- Aye, Patricia Clifford- Aye

2. PB 15-07 Jamie's Way & Thomas Drive, Subdivision Residential Compound- Extension Request

Michaela Moran elevated Patricia Clifford to full member

Sean Towey is seeking an extension of the special permit to complete the subdivision. He stated that the project activity stopped due to Covid-19 and is requesting a 1-year extension to finish the project.

Board Comments: James Fuccione asked Kaila Sauer about the subdivision law process and she advised.

Nathan Cookson asked if any construction has started in this phase, and if anything was built yet. The applicant advised no.

Nathan Cookson motioned at 7:42PM to extend PB12-07 to 12/31/2024. James Fuccione seconded the motioned. Roll Call Vote: Michaela Moran- Aye, Nathan Cookson-Aye, James Fuccione- Aye, Patricia Clifford- Aye

3. PB23-03 –Public Hearing- 19 Keefe Road, Sign Special Permit

Michaela Moran elevated Patricia Clifford to full member

Michaela Moran opened the public hearing at 7:44PM.

Lisa Bell relocated her business from Concord to Acton and is attempting to relocate the old sign to the new business location. She is applying for a sign special permit as the sign does not meet the size regulations and is a secondary sign. She presented the sign dimensions which is larger than what is allowed in the EAV2 District. Lisa stated the proposed sign will help with safety and traffic flow as there are multiple business within the building and many people get confused on where to go as they are driving down Keefe Road.

Board Comments: James Fuccione stated he was in favor the sign, noting that the signage for the businesses and parking lot are not clear adding confusion and safety concerns to people accessing the building.

Michaela Moran was concerned with the size of the sign stating it is almost double in size and one foot longer than what is allowed. She asked if there is enough room on the lot for the sign with a 4-foot projection. She asked Assistant Planner, Kaila Sauer about size requirements and why the zoning in EAV2 is different from the zoning in EAV. Kaila stated that the idea was to have different uses in EAV2 because it was along the river and noted that in all districts a projecting sign has a 3-foot compliance.

Patricia Clifford asked if the sign would be illuminated and the applicant stated no.

Nathan Cookson asked the applicant if she received quotes for compliant signs. The Applicant stated no because they already have this sign which was expensive.

Kaila Sauer stated that the Planning Division has no technical concerns, and that the sign could aid in traffic control for the area. She stated that approving this sign does not set a precedence as each special permit application is site specific.

James Fuccione motioned at 8:08PM to approve PB23-03 with the findings that the projecting sign will help with directional and parking issues on Keefe Road and Keefe Road is an unusual location in the Town of Acton due to it being a dead-end road and not being visible to anyone unless they need to access the businesses. Patricia Clifford seconded the motion.

Roll Call Vote: Michaela Moran- Aye, Nathan Cookson-Aye, James Fuccione- Aye, Patricia Clifford- Aye

4. PB23-04 – Public Hearing -308 Old High Street, Groundwater Protection District Special Permit

Michaela Moran elevated Patricia Clifford to full member.

Applicant requested to continue to the next meeting.

Michaela Moran motioned at 8:19PM to continue PB23-04 to 9/19/23 at 7:35PM. James Fuccione seconded the motion. Roll Call Vote: Michaela Moran- Aye
Nathan Cookson-Aye, James Fuccione- Aye, Patricia Clifford- Aye

Patricia Clifford motioned at 8:21PM to adjourn the meeting. James Fuccione seconded the motion. Michaela Moran- Aye, Nathan Cookson-Aye, James Fuccione- Aye, Patricia Clifford- Aye

Materials used at this meeting:

7.18 Planning Board Agenda

Planning Board draft minutes 5.16

PB23-03 Materials as follows:

Application

Fire Comments

Health Comments

Planning Div Memo

PB23-04 Materials as follows:

Application

Letter re Phoenix Adhesives

RH Adhesives Letter

308 Old High St Site Plan Peer Review

Acton Water District Comments

EDC Letter to PB

Fire Comments

Health Comments

Planning Memo

15-07 Jamie's Way & Thomas Drive Extension Request

15-07 Final Decision