



ACTON PLANNING BOARD

Minutes of Meeting
June 18, 2013
Acton Town Hall
Room 204

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TOWN CLERK, ACTON

Planning Board members attending: Mr. Ryan Bettez (Chairman) Mr. Jeff Clymer (Vice Chair), Mr. Roland Bourdon, Mr. Ray Yacoubi, Mr. Derrick Chin, Associate members Mr. Rob Bukowski and Michael Dube. Also present: Assistant Planner Ms. Kristen Domurad-Guichard and Planning Board Secretary Ms. Kim Gorman.

Absent: Ms. Kim Montella.

Mr. Bettez called the meeting to order at 7:30 PM.

Mr. Bettez appointed Mr. Rob Bukowski and Mr. Dube as full members for tonight's meeting.

I. Citizens' Concerns

Mr. Robert Ingram inquired about the West Acton Baptist Church applying for a temporary special event sign and having the \$45.00 filing fee waived. Staff stated waiver requests for filing fees could only be waived by the Board of Selectmen, and that the applicant could request this in writing to the Board of Selectmen but staff will research further and contact Mr. Ingram.

II. Consent Agenda – Draft Minutes of 05/30/13

The minutes of 05/07/13 were approved.

III. Reports

CPC – Mr. Bourdon reported the Community Preservation funds for the – Open Space Acquisition (Article 4) at Special Town Meeting had passed.

EDC – Mr. Chin reported the Committee discussed the history of zoning changes in West Acton Village.

IV. Meeting with Acton Community Housing Corporation (ACHC)

Fees-in-lieu of constructing affordable units in Senior Residence developments

Ms. Nancy Tavernier, ACHC Board members and Ms. Janet Adachi (liaison) were present.

Ms. Tavernier first explained the process required to buy-down and an affordable unit. The Board and ACHC then discussed ideas for amending Zoning Bylaw Section 9B.12.9, Affordable Housing Alternatives. The Zoning Bylaw does not specify a calculation method to determine the monetary contribution; but it does require the amount to be sufficient for the Town or its designee to create off-site affordable family or individual person housing which must be eligible for inclusion in the subsidized housing inventory. Ms. Tavernier had recommended the Board establish a standard calculation for determining the fee in-lieu of providing an affordable unit. The Board agreed a clear method would provide consistency. Planning Department staff will research what other surrounding towns use for calculating monetary contributions.

Board thanks Ms. Tavernier, ACHC Board members and Ms. Adachi for attending the meeting.

V. Review of Zoning Issues

A. – Village Residential District zoning –Staff discussed the history of the Village Residential District.

B. – Medical Marijuana – Board members determined the new State Department of Health Regulations were sufficient in regulating the new Medical Marijuana law. They did not feel an additional zoning bylaw was necessary at this time, but would always be open to listening to residents' comments.

C. – History of Acton allowing for irregular shaped lots – Staff discussed the history of lot shape requirements in the Town of Acton.

VI. Membership and voting for Positions for Upcoming Fiscal Year

Chairman – Mr. Jeff Clymer

*Vice Chairman – Mr. Rob Bukowski

*Clerk – Mr. Michael Dube

*The Board moved to recommend Rob Bukowski and Michael Dube be appointed as full members for the upcoming fiscal year, and appointed them as Vice Chairman and Clerk upon approval from the Board of Selectmen.

VII. Other Business

Set Summer Meeting Schedule:

Board members cancelled the July 2, 2013 meeting.

Name Acton 2020 Rep:

Mr. Rob Bukowski volunteered to become Acton 2020 representative.

Mr. Ryan Bettez stated this was his last Planning Board meeting. Board members and staff thanked him for his time and service.

VIII. Administrative Update:

Staff reported 25% Design Public Hearing for the Assabet River Rail Trail was held the previous week. The Acton 2020 Committee is reviewing a first draft request for proposals (RFP) for the Kelley's Corner Improvement Initiative and pursuing the Boston Urban Land Institute (ULI) Technical Assistance Panel (TAPS) grant program.

The meeting was adjourned at 8:55 PM.

Respectfully Submitted,
Kim Gorman