



**TOWN OF ACTON  
DESIGN REVIEW BOARD  
MINUTES OF October 15, 2014 MEETING**

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

**Present:** Holly Ben-Joseph (Chair), Kim Montella, Peter Darlow, David Honn

The meeting was called to order at 7:35 pm.

The DRB approved the meeting minutes from the October 01, 2014 meeting, as amended.

Action Item: Kim Montella to submit the approved minutes for publication.

**Board Membership:** Michael Dube has been nominated as the planning board liaison and as such will be a full board member. Ray Yacoubi has been nominated as the alternate member from the planning board.

Action Item: Holly will check with the town as to next steps for confirmation of the planning board liaison as well as to confirm whether more than one planning board member is consistent with the board's charter.

**Discussion on proposed drive up window zoning amendment:** Language proposed to the planning board concerning a zoning amendment to allow drive-up windows for pharmacies throughout Acton by a special permit was discussed. The DRB members expressed concern on the impact of such a zoning amendment to the town's desire for walkable village centers as well as to the built fabric within historic neighborhoods. It was felt by the board that although there are locations within the town where drive-up windows may be appropriate, the village centers, the town center, the historic districts and Kelley's Corner, given the town's desire to make this neighborhood more walkable, are not appropriate locations for the proposed drive up special permit for pharmacies.

Action Item: Holly will attend the upcoming public meeting for the proposed amendment at the planning board on October 21 to express the DRB's opinion.

**107-115 Great Road:** Board members reviewed images of the historic farmhouse and windmill that are precedent to the proposal by Leo Bertolami for the cottage proposed to be attached to the existing windmill structure on the site. The board's review letter on the initial submission for this proposal has been submitted to the BOS.

The meeting adjourned at 8:35 pm.

**Next Committee Meeting:** Wednesday, November 5, 2014 (review of updated landscaping for the CVS and TD Bank properties on 111 is expected to take place).  
Acton Town Hall, Room 126, 7:30 p.m.

Respectfully Submitted by: Peter Darlow