



**TOWN OF ACTON
DESIGN REVIEW BOARD
MINUTES OF February 18, 2015 MEETING**

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

Present: Holly Ben-Joseph (Chair), Peter Darlow, David Honn
Not present: Kim Montella, Michael Dube, Janet Adachi – BOS liaison

The meeting was called to order at 7:40 pm.

The DRB approved the meeting minutes from the January 07, 2015 meeting, as amended.

Action Item: Holly will submit approved minutes for posting on behalf of Kim Montella.

Design Review Board Charter: A revised draft of the DRB charter, most recently amended in January 2015 by Janet Adachi, and as further amended by Roland Bartl in January 2015, was reviewed and accepted by the attending board members. The revised charter language more clearly outlines the roles and responsibilities of the Design Review Board and clarifies how proposed commercial development and building renovations are to be directed to the DRB for review and comment.

Action Item: The board will continue the review of the draft when members not present are available to offer their thoughts on the proposed charter language.

Discussion on proposed Next Generation Site Plan: The site plan prepared specific to the remanded project proposal for a Next Generation Children's Center near the intersection of route 2 and route 27 was reviewed. The board noted that little information is offered by the latest site plan, that has not previously been proposed. The board also noted that much more detailed site and building design drawings will be necessary to allow for a proper assessment.

The board is very concerned that this development is very large, close to 50% of an Acton elementary school, based upon size of building and a child capacity proposed to be 260. A significant quantity of parking is proposed for the site based upon the large child capacity. The parking is proposed adjacent to Main Street, with the building set back from the road. The site development is not in keeping with the surrounding residential neighborhood and presents a continuation of the car centric paved development that is prevalent in nearby Kelley's Corner.

Action Item: David will prepare review commentary to be issued to the planning department prior to the end of business on February 20 in advance of a hearing on the matter by the ZBA.

Potential 40B development proposed for the corner of Elm and Arlington Streets: Holly reported on a pending development before the Acton Community Housing Corporation specific to property at the corner of Elm Street and Arlington Streets.

Potential commercial development along Mass Avenue adjacent to new CVS: Holly reported on a town departmental review meeting of a preliminary proposal by TRB, developers of the CVS project, to develop additional retail and restaurant properties adjacent to and behind the CVS project.

The meeting adjourned at 8:35 pm.

Next Committee Meeting: Wednesday, March 4, 2015
Acton Town Hall, Room 126, 7:30 p.m.

Respectfully Submitted by: Peter Darlow