



**TOWN OF ACTON  
DESIGN REVIEW BOARD  
MINUTES OF NOVEMBER 1 2017 MEETING**

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

Meeting called to order 7:30 pm.

DRB Members in attendance: Holly Ben Joseph (Chair), Peter Darlow (Vice-Chair), Kim Montella, and Janet Adachi (Board of Selectmen Liaison)

Guests: Leo Bartolami – Proponent for Wetherbee Plaza

David Duane – Proponent Machine Tools building, 976 Main Street

Terra Friedrichs – Discussed Tree Protection By-Law

Weatherbee Plaza – Leo Bartolami presented revised drawings for the addition with both the existing ‘Atir’ building and the new addition. The DRB concluded that the scale and style of the addition worked well with the existing building and that it wasn’t visible from Main Street except coming from the east. The DRB supports this addition. Refer to the memo dated: 12/6/2017

Acton Item: Kim Montella will write up the memo.

Machine Tools Renovation - David Duane presented architectural renderings showing the proposed revisions to an existing machine tools building. The new frontage will have metal paneling with a glass-enclosed bump-out that will house new offices and the entry. The site has not been redesigned yet. The DRB invited the proponent to return with a site plan. Refer to the memo dated November 1, 2017 for more information.

Acton Item: Peter Darlow will write up the memo.

Terra did not have any new information on the Tree Protection By-Law from other communities. We discussed the possibility of Terra presenting the Power point presentation that the Concord Tree-protection committee used to introduce the concept to the community. This will be used with the understanding that the by-law could be amended if necessary to make it more applicable to Acton. The DRB members plan to attend the BoS meeting in support of this proposal.

Meeting adjourned at 9:20 pm.

Respectfully submitted,

Holly Ben-Joseph