



**TOWN OF ACTON
DESIGN REVIEW BOARD
MINUTES OF FEBRUARY 4, 2009 MEETING**

7:30 p.m.
Room 128, Town Hall

NEXT BOARD MEETING: Wednesday, February 18, 2009
 Acton Town Hall, Rm 126, 7:30 p.m.

Present: Ann Sussman (Chair), Holly Ben-Joseph (Vice-Chair), Lynne Alpert, Ruth Martin, David Honn, and Chris Dallmus, Terra Friedrichs (as BOS representative)

Meeting was called to order at 7:36 p.m.

The meeting started with a discussion on how specific the DRB's comments need to be in order to be useful to the Selectmen and the developer. Terra stated that some of our past memo's suggestions have been too vague, and it was difficult for the Board to know what to request from the developers. Also, developers had said that they cannot afford to pay for numerous new drawings.

Terra then presented the changes Ken Sundberg was willing to make at his Kelley's Corner project according to the last meeting with the BOS. Terra said that Ken Sundberg is willing to take suggestions on the window type, and also is willing to remove 2 parking spaces at the rear of the property adding planting beds in their place. The board agreed that we couldn't make on the spot suggestions of this detail on the windows. Also, the DRB cannot agree to the removal of 2 parking spaces in the rear; we again suggest the removal of 2 spaces at the front of the property to provide more space for a larger patio area. The DRB has given suggestions to Mr. Sundberg about the design of the building and the parking in all of the previous meetings with him.

ACTION ITEM

Holly and Ann will summarize the DRB's comments on this project in a memo.

PROJECT REVIEW

Project Location: 107-115 Great Road,
Project Name: Wetherbee Plaza Extension
Presenter: none, only drawings were submitted
Proponent: Leo Bertolami

This is the first time we have seen this project. The proponent is applying for a Special Site Plan Permit.

Since no representative from the developing team presented this project, we could not clearly understand what was proposed on the site plan, and what we were even supposed to be reviewing.

Without knowing the extent of the changes, it would be difficult to assess the impact of the changes proposed.

Other comments:

- A Legend is needed on the plan to tell what is proposed, and what is existing.
- Please submit an existing conditions plan.
- Please submit photos of the site, buildings, and surrounding buildings.
- Please submit a context plan or map (could be a google earth map) which shows proximity of other buildings, driveway cuts, etc.
- We were unclear about the status of this project. It is our understanding that the builder did not get a CO(certificate of occupancy), and we would need to know the reasons for this.

ACTION ITEM

Lynne will call the Building Inspector to find out the history of the site. After gathering more information on the site, we will be able to review it.

MINUTES REVIEW:

We reviewed and approved the meeting minutes from January 7th and January 21st. with some minor changes.

ACTION ITEM

Lynne and Holly will submit the approved minutes to Eva, the town clerk, and to Laura Mason to post on the website.

Ann brought in several other meeting minutes from 2008, it was determined that they were already submitted to the town, and that they just need to be emailed to Laura for posting on the website.

ACTION ITEM

Lynne will email the meeting minutes to Laura for posting.

We discussed next week's Volunteer Open House on February 11th. Ann and Chris have volunteered to be at the DRB's table.

Kelleys Corner Initiative: We discussed ways to get the town persons more involved with the development of Kelleys Corner. Lynne has spoken to Lauren Rosenzweig about the possibility of providing sketches of buildings for Kelley's Corner to show what Kelleys Corner could look like. The drawings could then be shown in public locations or in the Beacon.

Ann thought that it would be too much work and perhaps not the ideal to have the DRB make the drawings. Chris thought providing good examples of traditional town centers with similar conditions would be a stronger idea. We all thought it was a good idea to visually show what the corner could look like.

Other ideas would be to hold a competition, though, running a competition takes a lot of time, and what would be the prize? We will discuss this further at the next meeting.

Meeting was adjourned at 10:00.

Respectfully Submitted,
Holly Ben-Joseph.