



ACTON PLANNING BOARD

**Minutes of Meeting
March 3, 2015
Acton Town Hall
Room 204**

Planning Board members attending: Mr. Jeff Clymer (Chair), Mr. Ray Yacouby, Mr. Michael Dube and Mr. Derrick Chin.

Also present: Roland Bartl, Planning Director and Kim Gorman, Planning Board Secretary

Absent: Mr. Rob Bukowski

Mr. Clymer called the meeting to order at 7:38 PM.

I. Citizens' Concerns

None

IIA. Consent Agenda – Draft Minutes of 2/17/15

The minutes of the February 17, 2015 meeting were approved as amended.

III. Reports

CPC – The Committee has reviewed many CPA applications, received consensus and is moving ahead for Annual Town Meeting in April.

EDC – The Committee is still discussing the goals and objectives.

Open Space – The Committee is meeting next Friday.

WRAC – The Committee is reviewing new iterations of the bylaw.

DRB – The Committee is reviewing its proposed updated charge and duties and will bring to the Board of Selectmen.

IV. 245 Arlington Street – Advance Auto Parts Sign Special Permit – Public Hearing

Mr. Clymer opened the public hearing at 7:45 PM and stated the public hearing was being taped for Mr. Bukowski to review the video for voting purposes.

Representing the applicant, Mr. Patrick Huyge of Site Enhancements Services was present.

Staff had reviewed documentation and had concerns regarding the special permit application. Prior to tonight's public hearing, new documentation was received and Mr. Huyge distributed additional pictures for the Board at the meeting.

Mr. Huyge explained the request for the special permit is for a new wall sign and refacing of an existing freestanding sign: the wall sign to allow for a slightly larger display area and the refacing of the existing freestanding sign. He has seen the departmental comments and wants to add landscaping around the base of the freestanding sign as suggested. Mr. Huyge stated that Advanced Auto Parts had purchased Car Quest and would like to update the signage.

Board members questions and comments:

- How will the signs be illuminated? Applicant stated the wall sign will be illuminated with backlighting against the wall (no internal illumination). The freestanding sign would be internally illuminated, but the applicant is receptive to external illumination from the top.
- What type of materials to be used? Applicant proposes to use a Plexiglass for the sign faces. Mr. Huyge circulated a sample piece.

Mr. Yacouby moved to close the public hearing, 2nd, all voted in favor.

Mr. Yacouby motioned to approve the applicant's application with modifications as presented and as discussed. The signs requested: wall sign shall be halo-lit and the free standing sign to be illuminated from an external down lighting source in compliance with the zoning bylaw. Landscaping for the freestanding sign, and arear taxes to be paid up.

Minutes of the March 3, 2015 Planning Board Meeting

Approved:

The Board members directed staff to write the draft decision for approval at the next meeting, after Mr. Bukowski reviews the video.

V. – Public Hearing – Brookside Shops – zoning change for ATM - Continuation

Mr. Clymer opened the public hearing at 8:35pm. Ms. Cate Lynch, representative from the property management, Urban Retail Properties and Mr. Graham Knowland, an abutter were present.

Ms. Lynch provided documentation of a quote regarding adding more trees once the number of trees required is determined, adding surveillance cameras, installing the gate and bollard. She is waiting for a few other proposals on the surveillance cameras and to post a letter of credit or cash bond to make the process work.

Mr. Knowland would like to see the gate to be stronger and additional trees.

Mr. Chin provided documentation discussing the outstanding issues. Memo was reviewed and discussed.

Board members reviewed the documents and agreed to give Mr. Bartl approval authority for the agreement and Exhibit A with Ms. Lynch. Board agreed to 3 additional trees. Need to receive field determination on the and best location for the additional 3 trees to enhance the buffer.

The Board thanked Ms. Lynch for her time and effort.

The Board voted to unanimously close the public hearing.

Mr. Yacouby motioned the Brookside Shop zoning amendment article for adoption at the Annual Town Meeting in April, Mr. Dube 2nd and all in favor.

VI. Other Business

Cancel the April 7, 2015 meeting due to Annual Town Meeting.

Kelley's Corner Steering Committee is having a public forum, tentatively for May 7, 2015.

The meeting was adjourned at about 9:30 PM.

Respectfully Submitted,
Kim Gorman
Planning Board Secretary