



DRAFT

ACTON PLANNING BOARD

**Minutes of Meeting
February 21, 2012
Town Hall – Faulkner Room**

Planning Board members Mr. Jeff Clymer (Vice Chair), Mr. Ray Yacouby (Clerk), Mr. Roland Bourdon, Mr. Derrick Chin, Ms. Kim Montella and new associate Mr. Rob Bukowski attended. Also present were Planning Director, Roland Bartl and Planning Board Secretary, Ms. Kim Gorman.

Absent were Mr. Ryan Bettez (Chairman) and Ms. Margaret Woolley Busse.

Mr. Clymer called the meeting to order at 7:35 PM. Mr. Clymer asked Mr. Bukowski to sit as a full Board member for the meeting due to possible quorum issues.

I. Citizens Concerns

None raised.

II. Consent Agenda

Item A - Minutes of 1/17/2012: Were not available to approve. They will be available at the next meeting.

Item B. – Various Special Permit Rules and Regulations – Adoption: Mr. Yacouby moved to approve, Mr. Chin 2nd; all in favor.

III. Reports

CPC: Mr. Bourdon reported the committee has nearly completed its deliberations on the CPA applications. The FOLF have revised their application, other applications have been removed and everything is on target.

EDC: Mr. Chin asked questions pertaining to sign application, denials, and the process to appeal. The committee would like to see an easier process with signage application and would like to be involved in the signage approval process.

WRAC: Mr. Clymer reported they are making process on the stormwater bylaw. They are looking to resolve certain property conflicts. The bylaw will be ready for the Annual Town Meeting in 2013.

DRB: Ms. Montella reported the committee reviewed the plans for 50-60 Powder Mill Road. The committee thought it was a nice design and gave the applicant their ideas.

Acton 2020: Mr. Bartl stated the Board will be voting on the Acton 2020 Master Plan after their public workshop on March 6, 2012.

IV. 196 Great Road Sign Special Permit – Public Hearing

Mr. Clymer opened the public hearing at 7:45 PM.

Mr. Clymer appointed Mr. Bukowski to sit as a full Board member for this public hearing.

Representing the applicant, Mr. Sal Sachetta of Sachetta Consulting & Construction Management LLC and Mr. Coleman Hoyt, owner of Acton Chrysler dealership and property owner was present.

Prior to tonight's public hearing, new documentation was received and Mr. Hoyt distributed additional pictures (PowerPoint presentation) for the Board at the meeting.

Mr. Hoyt stated that he has been the owner since 1989. He has managed the business, maintained the property and has kept 50 jobs through this economy.

Mr. Hoyt explained within his presentation that the Ford Company no longer wants Lincoln Mercury associated with the Acton Great Road dealership. Hence a change in the product line-up. There are 4 distinctive franchise brands: Chrysler, Dodge, Jeep and Ram. Mr. Hoyt stated he applied for a building permit to update the look of the building. Over the years, he has reduced the size of the signage. Mr. Hoyt explained he is asking for 6 signs in total but it is reducing the overall display areas from the signage that was previously permitted. The first four will consist of the 4 distinct franchise brands: Chrysler, Dodge, Jeep and Ram; 1 dealership name: Acton, and a new freestanding sign.

Mr. Sachetta stated he has been working with the applicant. Mr. Sanchetta stated from the Building Dept. files, there is an application from 1985 for a special permit for one freestanding business center identifier sign to be located at the 196 Great Road dealership.

Board member questions and comments:

Great presentation, nice facility and good local business.

Proposed signage is an upgrade, fits well with the re-designed building, and would be an asset for the area.

There are 4 different businesses? Applicant: Yes, it is one business but there are 4 different franchise agreements. Each franchise requires separate bookkeeping, separate licensing and training.

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

Board members gave staff direction to revise the draft decision. The freestanding sign will be the 1st special permit approval; the 4 distinct franchise brand names (Chrysler, Dodge, Jeep and Ram) will be treated individually as by-right individual business signs and will be included within the special permit; and the 1 dealership name sign (Acton) will be the 2nd special permit approval for an additional sign.

Mr. Yacouby moved to authorize staff to revise the draft decision accordingly, and to issue and file it.

Vote: Mr. Clymer, Mr. Yacouby, Mr. Bourdon, Ms. Montella, Mr. Chin and Mr. Bukowski.

Motion carried 6-0. The Vice Chairman directed staff to write and issue the decision accordingly.

V. Zoning Amendments – Public Hearing

Mr. Clymer opened the public hearing at 8:30 PM and immediately continued the public hearing to 8:45 PM to complete the previous public hearing. Mr. Clymer appointed Mr. Bukowski to sit as a full Board member for this public hearing. Board members reviewed and discussed the various zoning changes that for the 2012 Annual Town Meeting as they had been advertised.

Article ZA – Definition of Agriculture: Mr. Bartl stated a letter was received by Nyala Farm (Ms. Isabella Choate) prior to the meeting suggesting to remove the word “commercial” from before “agriculture”. Board members decided to remove the word commercial.

Mr. Yacouby moved to recommend and to recommend for consent calendar the amended Article ZA, Mr. Clymer 2nd; all in favor.

Article ZC – Brookside Shops: Mr. Clymer moved to recommend and to recommend for consent calendar, Mr. Yacouby 2nd; all in favor.

Articles ZD and ZD-a – Signs & Advertising Devices, Parts A-G: Board members decided to increase the fine for sign violations to \$300 per day if the violations continue beyond 7 days; in Section F correct the title of the section.

Mr. Yacouby moved to recommend and to recommend for consent calendar the amended Articles ZD and ZD-a, Mr. Yacouby 2nd; all in favor.

Article ZE – Political Signs: Mr. Bourdon moved to recommend and to recommend for consent calendar, Mr. Yacouby 2nd; all in favor.

Article ZF – Specifications for Access, Frontage, Width and Front Yard: Mr. Clymer moved to recommend and to recommend for consent calendar, Mr. Yacouby 2nd; all in favor.

Article ZG – Residential Garages, Barn & Sheds: Mr. Bourdon moved to recommend and to recommend for consent calendar, Mr. Yacouby 2nd; all in favor.

Article ZH – Nonconforming lots: Mr. Bourdon moved to recommend, but not for consent calendar, Mr. Yacouby 2nd; all in favor.

Article ZI – Renting & Boarding Room: Mr. Yacouby moved to recommend and to recommend for consent calendar, Mr. Bourdon 2nd; all in favor.

Article ZJ – Motor Vehicles Sales as Accessory Use to Vehicle Repair: Board members stated there is a missing punctuation in Section 3.8.3.7 (d) after the word lot. Mr. Yacouby moved recommend amended article, but not for consent calendar, Mr. Clymer 2nd; all in favor.

Article ZK – Pharmacy Drive-Through Window:

A gentleman from Acton Pharmacy in West Acton stated the drive-thru window must comply with the National Association of Board of Pharmacy. He wanted the Board to receive more information from local pharmacists and their feedback. Mr. Yacouby moved to bring the article forward to Town Meeting but with no recommendations and to add to Article ZK, Part B to have the customer served through the window at the pharmacy and for the window to be integrated and attached to the building. Mr. Clymer, Mr. Yacouby, Mr. Bourdon, Ms. Montella and Mr. Bukowski in favor: Mr. Chin opposed. Motion carried 5-1.

Article ZL – Vehicle Sales, Rental Repair and Body Shop; change in GVW limit: Mr. Bourdon moved to recommend and to recommend for consent calendar, Mr. Yacouby 2nd; all in favor.

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

VI. Assign Board Members to Articles, Reporting to Selectmen, Consolidate Articles and Recommendations for Consent

Board members gave staff authority to place the articles in a logical order.

Mr. Clymer volunteered to make the presentations at Town Meeting. Mr. Clymer stated he had previously discussed it with Mr. Bettez, and Mr. Bettez will volunteer to make the presentations at the pre-meetings.

Mr. Clymer will be on vacation from March 19 – April 2, 2012.

The meeting adjourned at 10:50 PM.