

## ACTON PLANNING BOARD MEETING

August 6, 2009

### A. ROLL CALL – 7:00

Members present were:           Chip Venell – Chairman  
Thomas Cashin – Vice Chairman  
Randy Davis  
Keith Davis

Members absent were:           Jessica Donnell – 1st Alternate  
David Jones- 2nd Alternate  
Yoli Gallagher

Also present were Kenneth Paul, Code Enforcement Officer and William Todd of the Acton Ridge Beach Association.

### B. MINUTES

July 16, 2009 – A Motion was made and seconded to approve the Minutes of the July 16, 2009 Meeting as submitted. Davis/Cashin – Unanimous.

### C. UNFINISHED BUSINESS

There was no unfinished business to come before the Board.

### D. NEW BUSINESS

Acton Ridge Beach Association – William Todd explained that he presents the Acton Ridge Beach Association with regard to a problem they are having concerning the residents ability to access the beach on motorized conveyances such as golf carts, scooters and the like. He stated when the area was developed, the Planning Board approved the plan which contained certain notes. He mentioned there is nothing in the notes that references how the residents may access the beach, but while he and most of the residents don't feel this is a Planning Board matter, one does. That resident's argument was since the Planning Board approved the plan, it has to approve any revisions to what is being done. He reiterated that there is nothing on the plan indicating that the Planning Board dealt with access to the beach.

After a brief discussion, it was the consensus of the Board that what is being referenced with regard to this matter is strictly a civil issue and they have no jurisdiction over anything that isn't on the plan that was approved by the prior Planning Board.

### E. OTHER BUSINESS

#### Sign Ordinance

Mr. Venell stated that in reviewing the sign ordinances for other area towns, it is his opinion that any sign ordinance that the Board develops should be as simple as possible. He felt that the ordinance should basically state what can and cannot be done. He suggested that the Board draft a simple Sign Ordinance that will require a Conditional Use Permit that can be approved by the Code Enforcement Officer.

The Board held a brief discussion concerning the sample sign ordinances and Mr. Venell's suggestion concerning simplicity and it was the general consensus that his recommendation was valid.

Mr. Paul suggested that any ordinance drafted should contain size and lighting restrictions.

Mr. Venell advised he would draft a sample for the Board's review and discussion.

It was noted that if possible, the proposed Sign Ordinance could be included on the Warrant for the November, 2009 Special Town Meeting.

F. ADJOURNMENT

The Meeting was adjourned at 8:00 PM.

Respectfully submitted,

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ANNA M. WILLIAMS,  
Recording Secretary