

ACTON PLANNING BOARD Meeting Minutes

DATE: October 4, 2012

ROLL CALL:

Members present: Chip Venell – Chairman
Thomas Cashin – Vice Chairman
Yoli Gallagher
Arthur Kelly
Jessica Donnell
Robert Smith – Alternate
Gavin Maloney – Alternate

Also present: Ken Paul, CEO; Brenda Charland, Recording Secretary; Virginia Deboer, Video Recorder; Joe Stanley; Tim Aiken; Stanley Smith

1. Public Hearing: Conditional Use Application, LinePro/Applecore, 1076 Route 109, Map 233-020:

Mr. Stanley outlined the proposed renovation to the second floor of the Crabby Apple Restaurant to accommodate a land-surveying operation. The Chairman asked for questions from the citizens present; hearing none, the public hearing portion of the meeting was adjourned at 7:05 p.m.

Discussion: Board members reviewed the Fire Marshall's Report, proposed septic design, and site plan with parking configuration. Based on the applicants' responses to Board Members' questions, and recognizing that the application meets the Standards that apply to the project as outlined in section 6.6.3.7, Standards Applicable to Conditional Use, of the Zoning Ordinance, Mr. Kelly made the motion, seconded by Mr. Cashin, to approve the request providing that the following conditions are met:

- The new septic system, as outlined in the design submitted, be finished and functional by 7/1/2013;
- A vegetated buffer strip be established between the two parking lots where the difference in elevation exists as well as over the area of the now existing residence driveway when it is removed;
- A railing be installed along the crest of the drop off in the back of the property;
- The planting plan, as outlined in the presentation, be completed by the end of the summer, 2012;
- Hours of operation be limited to 6:00 a.m. to 6:00 p.m. Monday through Saturday.

The motion passed unanimously.

1. Conditional Use Modification requested by Timothy Aiken, 1523 Acton Ridge Road, Map 203-044: The applicant provided photographs of the existing operation and explained the proposed addition to include a second bay and office space.

Discussion: It was determined that because the property is within the Rural Zone of the town, the proposed project is clearly allowable. The motion was made by Mr. Kelly and seconded by Mr. Cashin to approve the request based on the application to the CEO. The motion passed unanimously.

Action Item: the Building Department staff review the existing Sign Ordinance and make suggestions back the Planning Board if modifications should be made.

2. **Storm Water Ordinance: Linda Schier's response re Roads and Residential Sites:** the report was discussed by the members and the information will be considered going forward in developing the proposed Storm Water Ordinance.

Action Item: Board members requested that Mr. Paul bring suggested wording relative to storm water system performance/maintenance guarantee back to the next meeting for consideration.

3. **New Business:** Mr. Paul informed the Board that a Best Practical Location application is pending at 33 Aspen Lane, Map/Lot # 146-055. After reviewing site plan drawings, etc., discussion focused primarily around preferred property-management tactics.

Action Item: schedule a site visit for Monday, October 15, 2012 at 5:00 p.m. Notice will be properly made to the public of the additional meeting based on Planning Board bylaws. Board members request that the applicant or architect be available for discussion if at all possible.

4. **September 20, 2012 Minutes:** the motion was made by Yoli and seconded by Tom to accept the minutes as written. The motion passed unanimously.

5. **Adjournment:** the meeting adjourned at 8:55 p.m.

Approved 10/18/2012