

ACTON PLANNING BOARD

Meeting Minutes

DATE: June 19, 2014 (approved July 17, 2014)

ROLL CALL:

Members present: Chip Venell – Chairman
Tom Cashin – Vice Chairman
Yoli Gallagher
Arthur Kelly
Robert Smith – Alternate

Members absent: Jessica Donnell
Gavin Maloney – Alternate

Also present: Ken Paul, CEO; Brenda Charland, Recording Secretary; Virginia DeBoer, Video Recorder;
Joe Stanley, Linda Stanley, Jim Crowley

Public Hearing, to Review an Application for Conditional Use Submitted by LinePro Land Surveying for Office Space and Art Studio / Gift Shop at 1076 Route 109, Acton:

The Chairman opened the Public Hearing at 7:05 p.m. and requested that the applicant outline his request for Conditional Use. Mr. Stanley explained that construction of an office in the building adjacent to the Crabby Bear Restaurant previously used as a residence would allow him to relocate his growing business from Shapleigh to that site. The plan also allows for the inclusion of a gift shop / art studio in that same building. Mr. Stanley stated that initially there would only be two full time employees and occasionally one part-time employee; eventually there is the possibility of adding two more employees to the surveying office.

Mrs. Stanley stated that the gift shop / art studio would not employ anyone other than the proprietor. She would offer gifts and art work, both her own and that of former students on consignment at the shop. She expects to also have a minimal inventory of art supplies for sale.

Mr. Crowley, the property owner, explained that the driveway will be reconfigured to conform to the plan as submitted, handicap entrances will be constructed in compliance with code, the septic system is adequate, an artesian well serves only that building and there is an active, monitored alarm system in place.

Mr. Paul stated that the application is for a reasonable use of the building with low traffic volume.

Hearing no further questions nor discussion, the Chairman closed the Public Hearing.

The Planning Board Meeting was called to order at 7:11 p.m. Item three on the agenda was taken out of order:

1. **LinePro Land Surveying, LLC, 1076 Route 109, Map 223, Lot 020:** consideration of the Application for a Conditional Use Permit submitted by Joe Stanley for a surveying office and art studio / gift shop:

Mr. Cashin read section 6.6.3.7 - STANDARDS APPLICABLE TO CONDITIONAL USES. Board Members considered each standard and found the following as listed:

- a) Use will have no adverse impact on spawning grounds, fish, aquatic life, bird or other wildlife habitat: *N/A*
- b) Use will conserve shore cover and visual, as well as actual, access to water bodies: *N/A*
- c) Use is consistent with Comprehensive Plan: *Yes*
- d) Traffic access meets standards contained in Ordinance/traffic congestion addressed in accordance w/Ordinance performance standards: *Yes*
- e) Site design conforms w/all municipal flood hazard regulations. *N/A*

- f) Adequate provision for disposal of wastewater/solid waste. Yes
- g) Adequate provision for transportation/storage/disposal of hazardous materials are made: N/A
- h) Storm water drainage for 25 year storm w/o adverse impact on adjacent properties are designed: Yes
- i) Adequate provisions to control soil erosion/sedimentation: Yes
- j) There is adequate water supply for demands of proposed use and fire protection: Yes
- k) Provisions for buffer strips/on-site landscaping adequately protect abutting properties from detrimental features of development (such as noise/glare/fumes/dust/odor/etc.): Yes
- l) All Ordinance performance standards applicable to proposed use will be met: Yes
- m) Archeological/historic resources designated in the Comprehensive Plan will be protected: N/A

Mr. Cashin made the motion to approve Mr. Stanley's Conditional Use Permit Application to construct Office Space and an Art Studio / Gift Shop at 1076 Route 109 as presented with no additional conditions. Mr. Kelly seconded the motion, which passed unanimously.

2. **June 5, 2014 Minutes:** Motion by Mr. Smith, seconded by Mr. Kelly to accept the minutes as written. Approval of the Minutes passed unanimously.

3. **New Business:**

- **Amy Fairfield, 10 Hemlock Lane, Map 146, Lot 017:** Best Practical Location Application to construct a 24' x 24' garage addition within the 30% expansion allowance 39' from shoreline. Mr. Paul outlined the application and noted that the addition would make the property less non-conforming.

Mr. Cashin made the motion that the Best Practical Location be approved as presented with the condition that York County Soil and Water assist in designing the Soil Erosion Plan and that all disturbed areas be revegetated. Ms. Gallagher seconded the motion, which passed unanimously.

4. **Old Business:**

- **Ash Cove Construction, Route 109, Map 149, Lot 002:** Regarding the Subdivision Application, the Board is awaiting further information.
- **Stormwater Management Subcommittee:** Mr. Cashin reported that the subcommittee is suggesting that the proposed Stormwater Management portion of the Ordinance be broken up and sub-sections such as 5.25.2.3.1.2 Redevelopment be moved to more applicable sections of the document.

Board Members agreed that they would be prepared to discuss the first six pages of the Proposed Draft at the meeting of July 17, 2014.

5. **Other:** Members decided that the meeting of July 3, 2014 would be cancelled.

6. **Adjournment:** The meeting adjourned at 7:57 p.m.