



**ACTON PLANNING BOARD MINUTES**  
**Minutes of Meeting**  
**February 26, 2019**  
**7:30PM**  
**Acton Memorial Library**  
**486 Main Street**  
**Ground Floor Meeting Room**

Planning Board members in attendance: Ray Yacouby, Chair; Derrick Chin; Emilie Ying; and Anping Liu  
Also present: Robert Hummel, Assistant Town Planner; Vivian Birchall, Administrative Assistant.  
Absent: Jon Cappetta

**Opening**

Chair, Mr. Yacouby opened the meeting at 7:30pm

**Special Business**

Public Hearing on Proposed Zoning and Subdivision Rules Changes

Mr. Hummel highlighted the changes being proposed in the zoning bylaw and subdivision rules.

*Deliberations on the proposed changes for the proposed zoning changes and Subdivision Rules and Regulations*

Members of the public raised issues/expressed concerns/expressed support/expressed opposition regarding the proposed detached accessory apartment zoning article.

- Franny Osman from the Commission on Disability urged the Board to present the detached accessory apartment zoning article at the upcoming Town Meeting for a vote because it would help people in the community.
- Nancy Tavernier, Chairwoman of the Acton Community Housing Corporation, Ms. Osman and other members of the community urged that if passed, it would support the families in keeping senior citizens in close proximity with their children, help senior citizens downsize to smaller dwelling units, and still stay in Acton.
- Ray Leclair urged that the article, once passed, will be allow for millennial children who are interested in living in affordable tiny homes to stay in Acton.
- Mr. & Mrs. Bajwa pointed out that according to the article, one of the units has to be owner occupied, and that would narrow out who will live in the other unit.
- The Board was also requested to present the article at the town meeting because once approved, it would enable homeowners to have independent dwelling units for au pairs and other health care providers that some families may need.

**Board member concerns**

- Ms. Ying was concerned about why the proposed units had to be detached from the main house if they were to provide assistance to the senior citizens as was being proposed by some members of the community, and what would happen if the elderly person who was living in the smaller unit passed away.
- Mr. Liu, was concerned about the article provisions' possibility of increasing the number of small rental units in the town thus increasing the town population, but members from the community argued that the number of units built under this article will be limited by the septic capacities of these properties.

The Board discussed the concerns and made some changes to the wording in the article to include "a special permit provisions for existing detached structures that have been continuously in existence since before April 2, 2019.

Mr. Chin moved to make changes to the article as discussed. The motion was seconded by Ms. Ying. The Board unanimously (4-0) in favor of the change.

There was no public discussion about the other three proposed zoning articles and the proposed amendment to the Subdivision Rules and Regulations.

**Voting**

*(1) Housekeeping amendments for consistency and clarification for single family dwellings with one apartment and special permit scope and authority relative to nonconforming two-family or multifamily dwellings;*

Mr. Chin moved to approve the amendments as presented. The motion was seconded by Ms. Ying. The Board voted 4-0 to approve the motion.

*(2) Stormwater Management Revisions;*

Mr. Liu moved to approve the amendments as presented. The motion was seconded by Mr. Chin. The Board voted 4-0 to approve the motion.

*(3) Detached Accessory Apartments*

Mr. Chin moved to approve the amendments as presented. The motion was seconded by Ms. Ying. The Board voted 4-0 to approve the motion.

*(4) Rezoning of 16 Knox Trail & 585 Main Street (Acton Water District Land) to the Agricultural Recreation Conservation district*

Ms. Ying moved to approve the amendments as presented. The motion was seconded by Mr. Liu. The Board voted 4-0 to approve the motion.

*(5) Amendment of Subdivision Rules and Regulations*

Mr. Chin moved to approve the amendments as presented. The motion was seconded by Ms. Ying. The Board voted 4-0 to approve the motion.

Mr. Chin moved to close the Public hearing at 9:30pm. The motion was seconded by Ms. Ying. The Board unanimously (4-0) voted to close the public hearing at 9:30pm

The board took a 10 minute recess before convening again to approve previous meeting minutes, and discussing administrative updates.

## **Regular Business**

### Approval of Meeting Minutes

#### *Technical corrections – 11/20/18 minutes*

The meeting minutes from the Acton Planning Board meeting of November 20, 2018 meeting were reviewed and approved by a vote of 4-0, with no amendments.

#### *Approval – 1/8/19 Minutes*

The meeting minutes from the Acton Planning Board Minutes of the January 8, 2019 meeting were reviewed and approved by a vote of 4-0, with minor amendments to add absent board member Jon Cappetta.

### Open Meeting Law Response

Mr. Chin moved to approve the board's decision to direct the Town Manager to respond to the Open Meeting Law complaint on behalf of the Board. The motion was seconded by Ms. Ying. The Planning Board unanimously voted (4-0), to direct the Town Manager to respond to the Open Meeting Law complaint on behalf of the Board.

### Administrative Updates

Mr. Hummel informed the members of the Board of the upcoming meetings:

- 3/5/2019 - Kelley's Corner public hearing
- 3/19/2019 - Planning Board meeting
- 4/1/2019 -Town Meeting

## **Adjournment**

At 10:00p.m, Mr. Liu moved and Mr. Chin seconded to adjourn the meeting. The motion was approved unanimously.

Materials used during the meeting

<http://doc.acton-ma.gov/dsweb/View/Collection-10805>

02-26-2019 - Meeting Information

Type	Title	Owner	Modified Date
	02.26.19 Planning Board Agenda	planning	02/20/19
	02.26.19 Revised Planning Board Agenda	planning	02/21/19
	DRAFT 1-8-19 Planning Board Minutes	planning	02/26/19
	Draft Right to Farm By-Law	planning	02/21/19
	DRAFT_AgComm.warrant.article	planning	02/21/19
	FINAL Planning Board Minutes 11-20-18 - revised 2-26-19	planning	02/26/19
	PB Response to Steven Ballard OML Complaint DRAFT	planning	02/21/19
	Presentation on Agriculture Warrant Articles	planning	02/26/19
	Rescheduled Public Hearing and Planning Board Meeting Packet	planning	02/20/19

02-19-2019 - Meeting Information - Cancelled, Reschedule for 2-26-19

Type	Title	Owner	Modified Date	Size	Actions
	02.19.19 Planning Board Agenda	planning	02/14/19	130 KB	☆ ...
	16 Knox Trail & 585 Main Street	planning	02/19/19	257 KB	☆ ...
	DRAFT 1-8-19 Planning Board Minutes	planning	02/13/19	183 KB	☆ ...
	FINAL Planning Board Minutes 11-20-18 - revised 2-5-19	planning	02/19/19	143 KB	☆ ...
	OML PB 2-5-19 re 1-8-19 Meeting	planning	02/19/19	401 KB	☆ ...
	PB Response to Steven Ballard OML Complaint DRAFT	planning	02/18/19	217 KB	☆ ...
	Planning Board Zoning Packet	planning	02/01/19	1 MB	☆ ...
	Revised Planning Board Zoning Packet (Revised SRR)	planning	02/19/19	1 MB	☆ ...
	Support of Zoning Changes for AWD Parcels	planning	02/19/19	64 KB	☆ ...

Respectfully Submitted,  
 Vivian Birchall  
 Land Use Department