

Site Plan Special Permit Study Committee

Meeting Minutes

October 7, 2015, 7:30 am, Room 126 Acton Town Hall

Attendees: Peter Berry, Bill Alesbury, Ann Chang, Derrick Chin, Kim Montella,  
Town Planner Roland Bartl, & Asst. Town Planner Kirsten Guichard.

Absent: JD Head

1. Welcome & Member Introductions
2. P. Berry gave an overview of General Town Government.
3. R. Bartl & K. Guichard presented a Power Point Overview of Acton's current Special Permit Process as well as the current charges & issues of the Planning Staff, Board of Selectmen (BoS), and Planning Board (PB).
4. We discussed scheduling future meetings in order to be able to make written recommendations to the BoS by the end of January/ beginning of February, 2016. We agreed to meet every 3 weeks or so.
5. Next meeting is Monday, Oct. 26, 7:30 am, Room 126, Acton Town Hall.

Action Items

K. Guichard to send the Comparative Community List to P. Berry so that can be divided up amongst the committee members to determine how those Towns review their Site Plan Special Permits.

Meeting adjourned at 8:45 am.