



DESIGN REVIEW BOARD

Meeting Minutes

March 21, 2024

7:00 PM

Room 09, Town Hall – In Person

Present: Peter Darlow, (Chair), Holly Ben-Joseph, Tom Doolittle, Richard Keleher, Dean Charter – SB Liaison, Jon Capetta – PB Liaison

1. Opening

Chair, Peter Darlow opened the meeting at 7:07 p.m.

2. Regular Business

A. Meeting Minutes:

February 29, 2024 minutes were reviewed and unanimously approved as amended. HBJ will submit to the Town Clerk for posting upon receipt of review memos from DH and PD.

B. Citizen's Concerns:

None

3. New/Special Business

A. Habitat for All DRB representative:

Board was briefed regarding the town Land Use department initiative to study updates to the zoning code with respect to establishing a preferred residential subdivision approach within the town that will preserve more undeveloped land and save more trees through allowance of a more dense placement of house lots on the subject land parcel. HBJ will represent the DRB on the advisory committee for the Habitat for All study. PD will be the backup representative.

B. DRB Charge

The DRB charge was last updated in 2015. Members have expressed interest in revisiting portions of the charge specific to clarification of Acton town projects that



will benefit from DRB input, clarification of documentation to be provided for project review, and some general administrative language updates.

PD to reach out to John Mangiaratti and to Tom Begin to have an informal discussion on addressing the DRB Charge.

4. Adjournment

At 8:04 p.m. it was moved, seconded, and unanimously approved to adjourn the meeting.

Respectfully Submitted, The DRB