



**TOWN OF ACTON
DESIGN REVIEW BOARD
MINUTES OF November 19, 2014 MEETING
7:30 p.m.
Room 126, Town Hall**

DRB Members in attendance: Holly Ben Joseph, Peter Darlow, David Honn, Kim Montella, and Michael Dube

Meeting called to order 7:35.

No meeting minutes were submitted for approval, the minutes from the Nov. 11 meeting will be reviewed at the next meeting.

We reviewed the wording and made final edits to the memo on the Hayward Farm Subdivision Plan.

Action Item: Peter Darlow will submit the memo as amended.

We reviewed the ACHC survey and agreed to all fill out the survey.

The actions and intent of the Design Review Board was explained to our new Planning Board liaison and member – Michael Dube.

We discussed if and how review of projects in Kelley's Corner should be embedded into the Kelley's Corner report and planning.

Peter Darlow updated the board on the Kelley's Corner committee.

The Cecil Group is now formulating design guidelines for Kelley's Corner. The guidelines will be sent to the DRB for review.

The Cecil Group is starting to outline new zoning regulations for Kelley's Corner.

Meeting adjourned at 8:50

Respectfully submitted,

Holly Ben-Joseph

