



Town of Ashland

MASSACHUSETTS

Design Review Committee Meeting

Meeting Minutes

Tuesday, August 8, 2023 at 7:00 PM

Via ZOOM

1. 7:00 PM – Call the meeting to Order
Present: Kevin Mowatt, Ujwala Pawnarkr, Cathy Rooney, Brendan Carey until he lost power.
Absent: Hannah Stein and Bill Novakowski
2. Correspondence & Updates:
3. Minutes – any outstanding – approved the June 15th Minutes, to include Report #1 for 9-49. Motion by Ujwala Pawnarkr, 2d by Kevin Mowatt – Unanimous consent.
4. 9-49 Homer Avenue - Discussion and Report – Report #2 was worked on. Kevin will proof and send it out to all. Motion for Kevin to send the report was made by Ujwala Pawnarkr, 2d by Kevin Mowatt – Unanimous consent.
5. Reports – No work done on any of the rest of this agenda.
 1. AFM – Report from event, Tabling Survey final editing, publicize
 2. Comprehensive Plan: BN - updates
 3. Reporting Documents for Reviews by DRC (Template): ongoing
 4. Plate Glass windows and building sides stanchions (sent to DRC) HS & CR - photos
 5. Signage: HS
 6. Scenic Roads: BC
 7. Other Reports
6. Discussion of parking lot bylaws and design – minimum parking spaces for triggers. No discussion.
7. Discussion of proposed bylaw changes and comments from the Planning Board
No discussion.
 - i. Changes to the design review triggers (section 9.6)
 - ii. The site plan review application requirements (section 9.4)
8. Discussion of proposed guideline changes and presenting changes to Planning Board. No discussion.
 - i. Planting intro and guideline fact sheets
 - ii. Parking guidelines
9. Other Business
10. Adjournment – Motion made at 11PM by Ujwala Pawnarkr, 2d by Kevin Mowatt, Unanimous consent.