



Town of Ashland

MASSACHUSETTS

Design Review Committee Meeting Minutes

Remote via Zoom Video Conferencing

February 17, 2022, at 7:00 PM

Cathy Rooney called the meeting to order at 7pm

A quorum was recognized with four members present (Cathy Rooney, Ujwala Pawnarkar, Bill Novakowski) in addition to Emma Snellings, and members of the public: Kevin Mowatt.

Letter from DRC to Planning Board regarding 501 Pond Street discussed, motion to send letter by Cathy Rooney, Bill Novakowski so moved, Ujwala Pawnarkar seconded. Cathy Rooney, Ujwala Pawnarkar, Bill Novakowski all voted Aye.

DRC to meet with the Planning Board at their 3/3/22 meeting.

Trask Development (501 Pond Street developer) requested continuance to 3/10/22, per Emma Snellings, who requested a motion to approve, Cathay Rooney so moved, Ujwala Pawnarkar seconded. Cathy Rooney, Ujwala Pawnarkar, Bill Novakowski all voted Aye.

Discussion of proposed bylaw changes for DRC to be sent to the Planning Board for review. Included are a) Square Foot Trigger for new buildings and additions to existing buildings, b) Site Plan Application requirements, c) added specificity to application renderings, showing building(s) in relation to current surrounding structures.

The finished draft will be sent to the Planning Board for comment/review prior to the 3/3/22 meeting.

Discussed possible meeting with new Sustainability Coordinator prior to 3/3 Planning Board meeting.

Discussed parking guidelines regarding snow storage (to be included in planting guidelines and parking lot guidelines).

Examination of invasive plants information to be included in planting guideline

Discussion of update DRC parking guidelines needing Planning board review/approval to be incorporated into DRC guidelines and for inclusion into warrant for town meeting vote. This is unlikely to be included in the warrant until the Fall Town Meeting.

Discussion of Sustainability Net Zero agenda.

Discussion of Outdoor Patio esthetics (example: Ashland Ale House), use of plantings for inclusion into bylaws.

Discussion of letter from Planning Board regarding division of duties, reply to said letter.



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No new applicants to DRC positions for consideration per Emma Snellings.

No new projects for consideration by DRC per Emma Snellings. Both 501 Pond and 100 Chestnut on hold.

Motion by Cathy Rooney to accept minutes of 1/20/22 meeting, Bill Novakowski so moved, Ujwala Pawnarkar seconded. Cathy Rooney, Ujwala Pawnarkar, Bill Novakowski voted Aye. Cathy Rooney requested motion to adjourn, Emma Snellings so moved, Ujwala Pawnarkar seconded. All present voted Aye. Meeting adjourned at 9pm.

DRAFT