

**PLANNING BOARD MEETING**  
**Tuesday August 17, 2010**  
**Stow Town Building**

1.	7:00 PM	Call to Order
2.	7:01	Review Correspondence and Minutes
3.	7:10	Public Input
4.	7:20	Planning Board Members' Updates (News and Views, Committee Reports and Work Plan Update)
5.	7:25	Coordinator's Report

***Appointments***

6.		Martha Monroe and Michael Travalent <b>EXECUTIVE SESSION</b> <ul style="list-style-type: none"> <li>Meadowbrook Estates Subdivision</li> </ul>
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***Discussion/Action Items***

7.		Review Comprehensive Permit Applications <ul style="list-style-type: none"> <li>Plantation Apartments II</li> <li>Pilot Grove Hill Apartments I and II</li> </ul>
8.		Zoning Bylaw Grandfather protection <ul style="list-style-type: none"> <li>Prepare for meeting with Town Counsel</li> </ul>
9.		Review Lower Village Sub-Committee Membership and charge
10.		Response to letter from Ridgewood at Stow <ul style="list-style-type: none"> <li>Definitive Plan submission requirements</li> </ul>
11.		Deerfield Lane Open Space Parcel <ul style="list-style-type: none"> <li>Installation of Well</li> </ul>
12.		Establish Timeline for Work Plan
13.		Executive Session
14.	10 P.M.	Adjournment

**CORRESPONDENCE**

08/11/10 Letter from Karen Kelleher to Daisy Dearborn RE: Garden Club Donation  
08/12/10 Email from John Benoit to Mike McLaughlin RE: Interpretation regarding the installation requirements for Fire Cisterns

**TOWN BOARDS/COMMITTIES**

08/06/10 Conservation Commission, DEP Order of Conditions Stow Elementary School Building  
08/06/10 Conservation Commission, DEP Certificate of Compliance 31 Asa Whitcomb Way  
08/10/10 Building Department Certificate of Occupancy 45 Heather Lane  
08/11/10 Board of Appeals, Public Hearing Continued to September 9<sup>th</sup>, Plantation Apartments II  
08/11/10 Board of Appeals, Public Hearing Continued to September 9<sup>th</sup> Plantation Apartments I  
08/11/10 Building Department, July Building Permits  
08/12/10 Building Department Certificate of Occupancy 47 Heather Lane  
08/12/10 Board of Appeals, Notice of Decision 103 Kingland Road, Modification to an existing dwelling  
08/12/10 Board of Appeals, Notice of Decision 120 Barton Road, setback variance

**AREA TOWN BOARDS/COMMITTIES**

08/06/10 Sudbury ZBA, Notice of Decision(s)  
08/09/10 Harvard Planning Board, Notification of Scenic Road Consent  
08/09/10 Harvard Planning Board, Notification of Special Permit Decision and Driveway Site Plan Approval  
08/11/10 Sudbury ZBA, Notice of Decision 120 Old Lancaster Rd.

**LOOKING AHEAD**

08/16/10 ZBA Public Hearing, Pilot Grove Hill I and II Comprehensive Permit (To be continued without testimony)  
09/07/10 Planning Board Meeting

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*Posted: August 12, 2010*

09/9/10      • Robert Collings, Collings Foundation  
ZBA Public Hearing, Plantation Apartments I and II

<i>Task</i>	<i>Priority</i>	<u><i>Long</i></u> <u><i>Median</i></u> <u><i>ShortTerm</i></u>	<u><i>Timeline</i></u> <u><i>to begin</i></u>	<u><i>PB</i></u> <u><i>Member(s)</i></u>
Zoning Compliance • Establish Standard Process	H	S	07/13/10	
Lower Village Traffic and Pedestrian Safety Master Plan	H	S	07/06/10 07/13/10 07/20/10	
Sign Bylaw - Review and update Bylaw • Review draft document for Lower Village Sub-Committee • Design Standards • Review area town bylaws	H	S		
CLURPA – Comprehensive Land Use Reform and Partnership Act	H	S	08/10/10	
Golf Course and Orchard Zoning • Overlay District? • Review EO418 buildout • Review Area Town Bylaws	H	S		
Lower Village Zoning • Set goals • Methods to achieve goals • Zoning Bylaw Amendments • Design Standards	M	L		
Lower Village Common (Create a “sense of place”) • Report from Lower Village Committee	M	S		
Planned Conservation Development Bylaw (PCD) • Allow by Right • Designate Open Space First	M	S		
Review Section 3.9 (Non-Conforming Uses)	M	M		
Adult Entertainment Zone	L	L		
Floodplain Wetlands Overlay District • Review Floodplain Studies	L	L		