

**PLANNING BOARD MEETING**  
**Tuesday December 7, 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.	7:30	Craig Martin, Building Commissioner <ul style="list-style-type: none"> <li>• Zoning Compliance Issues</li> </ul>
7.	8:00	Mark Mastroianni, Pulte Homes <ul style="list-style-type: none"> <li>• Request for Bond Reduction</li> </ul>

***Discussion/Action Items***

8.		Master Plan <ul style="list-style-type: none"> <li>• Vote to adopt</li> </ul>
9.		Input to Selectmen on License renewals
10.		Brandy Mead <ul style="list-style-type: none"> <li>• Proposal from D. E. Ward Co.</li> </ul>
11.		Stow Shopping Center <ul style="list-style-type: none"> <li>• Citizen's Bank Tree</li> </ul>
12.		Taylor Road PCD <ul style="list-style-type: none"> <li>• Revised Plan – Drain Pipe Relocation</li> </ul>
13.		Lower Village Sub-Committee <ul style="list-style-type: none"> <li>• Proposal to install pathway on Town land between Pompositticut Street and Red Acre Rd.</li> <li>• Proposal to install Fence between Hudson Property (132 Great Road) and the pathway to Lanes End</li> </ul>
14.		Villages at Stow <ul style="list-style-type: none"> <li>• Sidewalk Easement</li> </ul>
15.		Chapter 61A Notice <ul style="list-style-type: none"> <li>• Minute Man Realty Corp., Boxboro Road</li> </ul>
16.		Future Action Items <ul style="list-style-type: none"> <li>• Adopt Rules and Regulations for Inclusion of Affordable Housing Bylaw</li> <li>• Budget</li> </ul>
17.		Executive Session
18.	10 P.M.	Adjournment

**CORRESPONDENCE**

10/26/10 Letter from Arbor Glen property manager to Arbor Glen residents RE: Exterior Lighting  
11/12/10 Letter to Jean-Claude Sureau RE: Common Driveway for Lot 2 & 3 (property off Boxboro Road)  
11/15/10 Letter to Jean-Claude Sureau RE: Common Driveway for Lot 2 & 3 follow up of 11/12/10 letter  
11/16/10 Letter to Sue Carter RE: Lower Village Proposal for Consulting Services  
11/16/10 Letter to Kenneth Caputo RE: Lower Village Proposal for Consulting Services  
11/18/10 Letter from Town Clerk to Town Boards RE: True Copy of Actions taken at Special Town Meeting  
11/19/10 Letter from Catherine Desmond to Linda Hathaway RE: Stow Community House Corp. Pilot Grove II and Pilot Grove I Amendment date extension for filing  
11/22/10 Email from Ed Tarnuzzer to Karen Kelleher RE: Villages at Stow Sidewalk Easement  
11/23/10 Memo from Elizabeth Tobey RE: Town Website Review  
11/23/10 Email from Conservation Commission to Karen Kelleher RE: Derby Woods Site Walk  
11/26/10 Email from Cliff Martin to Karen Kelleher and Lighting Sub-Committee RE: Outside Light  
12/03/10 MAGIC Suburban Mobility Transit Study

---

*Posted: 10/03/10*

**TOWN BOARDS AND COMMITTEES**

- 11/17/10 ZBA Notice of Public Hearing continuance for Star Tower/T-Mobile on December 6<sup>th</sup>
- 11/17/10 ZBA Notice of Decision for 124 Great Road Automobile Inspection Station
- 11/23/10 Building Department Certificate of Occupancy for 7 Golden Drive and 25 Golden Drive
- 11/23/10 Conservation Commission Notice of Public Hearing for Order of Conditions File (installation of catch basin and relocation of 12" drainpipe on Taylor Road.
- 12/01/10 Building Permits
- 12/01/10 Conservation Commission Notice of Public Hearing Notice of Intent filed for Distinctive Acton Homes, Inc. Highgrove Estates Subdivision

**AREA TOWN BOARDS**

- 11/18/10 Harvard ZBA Public Hearing Notice for 71 Old Mill Road
- 11/19/10 Bolton ZBA Public Hearing Notice for 70 Spectacle Hill Road
- 11/19/10 Bolton ZBA Public Hearing Notice for 14 South Bolton Road
- 11/19/10 Sudbury ZBA Notice of Decision 31 Union Avenue
- 11/22/10 Sudbury ZBA Public Hearing Notice for Cingular Wireless PCD, LLC
- 12/03/10 Harvard Planning Board Public Hearing Notice amendments to Scenic Roads Rules and Regs.

**PUBLICATIONS**

- 11/15/10 Planning APA Magazine November Issue
- 11/15/10 The Commissioner
- 11/15/10 Land Court Reporter Complaints Filed
- 11/18/10 Community Preservation Coalition: "Housing Buy-Down Programs – A Great Way to Create Affordable Housing Without New Construction"
- 11/18/10 TransReport

**LOOKING AHEAD**

- 12/06/10 Pedestrian Walkway Planning Sub-Committee Public Forum 7PM
- 12/06/10 Public Hearing Continuance for Star Tower/T-Mobile Wireless Service Facility
- 12/14/10 Planning Board Meeting
- 12/15/10 Second Track Road Design Public Meeting 7:30PM-9PM

<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	Karen
Lower Village Traffic and Pedestrian Safety Master Plan	H	S	07/06/10 07/13/10 07/20/10	All
Sign Bylaw - Review and update Bylaw • Review draft document for Lower Village Sub-Committee • Design Standards • Review area town bylaws	H	S		Ernie/Brian
CLURPA – Comprehensive Land Use Reform and Partnership Act	H	S	08/10/10	All
Golf Course and Orchard Zoning • Overlay District? • Review EO418 buildout • Review Area Town Bylaws	H	S		Kathleen Lori
Lower Village Zoning • Set goals • Methods to achieve goals • Zoning Bylaw Amendments • Design Standards	M	L		Steve
Lower Village Common (Create a “sense of place”) • Report from Lower Village Committee	M	S		Lower Village Sub- Committee
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		