

**PLANNING BOARD MEETING**  
**Tuesday January 4, 2011**  
**Stow Town Building**

1.	6:30 PM	Call to Order
2.	7:00	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	Coler & Colantonio <ul style="list-style-type: none"> <li>• Lower Village</li> </ul>
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***Discussion/Action Items***

7.		Budget <ul style="list-style-type: none"> <li>• Correspondence from Coler &amp; Colantonio</li> </ul>
8.		Derby Woods II Dunster Drive <ul style="list-style-type: none"> <li>• Request for Lot Release</li> </ul>
9.		Derby Woods Open Space Trail <ul style="list-style-type: none"> <li>• 12/22/10 Memo from Conservation Commission</li> </ul>
10.		Arbor Glen Trail Easement <ul style="list-style-type: none"> <li>• Draft Memo to Conservation Commission</li> </ul>
11.		Lower Village Planning Effort (table of principle uses)
12.		Future Action Items <ul style="list-style-type: none"> <li>• Adopt Rules and Regulations for Inclusion of Affordable Housing Bylaw</li> </ul>
13.		Executive Session <ul style="list-style-type: none"> <li>• Riverhill Estates Subdivision Appeal</li> </ul>
14.	10 P.M.	Adjournment

**CORRESPONDENCE**

12/14/10 Email from Mass Planners List Serve RE: Floor Area Ratio Regulations  
12/15/10 Review Comments from Treasurer-Collector: Highgrove Estates  
12/15/10 Decision on Comprehensive Permit Application Pilot Gove Apartments II  
12/15/10 First Amendment to Comprehensive Permit Pilot Gove Apartments  
12/17/10 Letter from Karen Kelleher to Mark Mastroianni RE: Performance Bond Arbor Glen AAN  
12/17/10 Letter from Daley and Witten RE: John Flannery Inc vs. Minute Man Realty Corp. Notice of Foreclosure letter dated November 24,2010  
12/20/10 Email from Susan McLaughlin RE: FY12 Capital Planning Requests/5 year Forecasts  
12/20/10 Email from Sergeant Lima to Planning Board RE: Highgrove Estates Hammerhead Lots  
12/21/10 Letter from Pat Perry to David and Shelly Herbst RE: Encroachment/Red Acre Woodland  
12/28/10 Letter from FEMA to Laura Spear RE: FEMA Program  
12/29/10 Application for Clearance Prior to Issuance of a Building Permit 43 Golden Drive

**TOWN BOARDS AND COMMITTEES**

12/16/10 ZBA Notice of Public Hearing for Special Permit 18 Great Road  
12/23/10 Conservation Commission Order of Conditions 26 Pine Point Road  
12/23/10 Conservation Commission Determination of Applicability Lake Boon Commission  
12/23/10 Conservation Commission Extension Permit for Orders of Conditions Corner of Great Road and Hudson Road  
12/29/10 Council on Aging Newsletter January 2011

**AREA TOWN BOARDS**

12/15/10 Harvard ZBA Notice of Special Permit Decision

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*Posted: 12/29/10 Amended 12/30/10*

12/17/10 Sudbury ZBA Notice of Public Hearing  
12/20/10 Sudbury ZBA Notice of Decision(s)  
12/20/10 Maynard Planning Board Notice of Public Hearing  
12/22/10 Acton Board of Selectmen Notice of Public Hearing  
12/22/10 Bolton ZBA Findings and Decision  
12/22/10 Bolton ZBA Request to Withdraw Application for Special Permit and Variance

#### **PUBLICATIONS**

12/17/10 APA Planning Magazine December Issue  
12/17/10 APA 2011 National Planning Conference –Boston- Training Workshops  
12/28/10 Daily Hampshire Gazette *About the Round: Residents assess Florence traffic circle's impact*  
12/29/10 Woodard&Curran Directions

#### **LOOKING AHEAD**

12/23/10 MAGIC Annual Legislative Breakfast January 10, 2011 8AM-10AM

<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		