

**PLANNING BOARD MEETING**  
**Tuesday February 8, 2011**  
**Stow Town Building**

1.	7:00	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	Public Hearing – 128 Great Road
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***Discussion/Action Items***

7.		Bose Corp. – Request for Special Permit Modification to extend overall build out timeline
8.		Stow Community Park – Request for Modification (temporary lighting for skating)
9.		Lower Village Streetscape Plan
10.		Comprehensive Permit Policy <ul style="list-style-type: none"> <li>Email from Selectman Spear (appoint Planning Board Liaison?)</li> </ul>
11.		Comprehensive Land Use Reform and Partnership Act (CLURPA) <ul style="list-style-type: none"> <li>Review Draft Comment Letter</li> </ul>
12.		Executive Session <ul style="list-style-type: none"> <li>Riverhill Estates Subdivision Appeal</li> </ul>
13.	10 P.M.	Adjournment

**CORRESPONDENCE**

01/07/11 Memo from Building Commissioner to Planning Board RE: Sign Bylaw –Use of Flags at Omega Motor Sports 102 Great Road  
01/10/11 Umass Amherst Keystone Project Application Form  
01/13/11 Email from Karen Kelleher to Susan McLaughlin RE: Randall Road Sidewalk Easement  
01/18/11 Memo from Julie Costello RE: Snow Days  
01/19/11 Memo from MAPC RE: Professional Technical and Planning Assistance  
01/19/11 Reply from 37 Brandymeade Circle to grant permission for Town to use utility easement  
01/26/11 Planning Board Application to MAPC for Professional Technical and Planning Assistance Grant  
01/27/11 Memo from Karen Kelleher to Capital Planning Committee RE: Capital Planning Request for Lower Village District Plans  
01/24/11 Letter from Stephen Steinberg RE: Lower Village

**TOWN BOARDS AND COMMITTEES**

01/11/11 ZBA Public Hearing Notice Continuance Star Tower/T-Mobile 01/24/11 @7:30PM  
01/11/11 Application for Clearance prior to Issuance of a Building Permit  
01/19/11 Petition for Special Permit 128 Great Road Volume and Page number from Town Clerk  
01/26/11 ZBA Decision on Wireless Service Facility Application Star Tower and T-Mobile  
01/20/11 Treasurer/Collector comments 128 Great Road  
01/25/11 Building Commissioner's comments 128 Great Road  
01/25/11 Board of Health comments 128 Great Road  
01/20/11 ZBA Notice and Decision of Permit Granting Authority 18 Great Road Stow, MA

**AREA TOWN BOARDS**

01/10/11 Acton Board of Selectmen Public Hearing Notice  
01/13/11 Acton Planning Board Public Hearing Notice  
01/19/11 Acton Planning Board Proposed Zoning Changes  
01/19/11 Acton Board of Selectmen Notice of Decision 408 Mass Ave.  
01/19/11 Sudbury ZBA Notice of Decision 40 Station Road

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*Posted: February 4, 2011*

01/19/11 Sudbury ZBA Notice of Decision 4 Lake Shore Drive  
01/24/11 Maynard Planning Board Notice of Public Hearing New High school  
01/24/11 Sudbury ZBA Notices of Public Hearing  
01/24/11 Hudson ZBA Notice of Public Hearing 15 Dean St.  
01/26/11 Maynard, Planning Board Notice of Public Hearing for 216-218 Main St.  
01/26/11 Maynard, Planning Board Notice of Public Hearing for 5 Waltham St.  
01/26/11 Acton Board of Selectmen Notice of Public Hearing for 310B School St.  
01/27/11 Hudson ZBA, Notice of Decision 1 Kane Industrial Drive

#### **PUBLICATIONS**

12/01/10 Municipal Voice, "What is the 'Stretch Code' and How Does It Work?"  
01/18/11 Arc User Winer 2011  
01/19/11 TransReport January/February 2011

#### **LOOKING AHEAD**

01/10/11 Umass Amherst Keystone training Thursday April 14, 2011, April 17, 2011, March 1, 2011  
02/07/11 FEMA Concord Watershed Discovery Meeting @10AM  
02/10/11 Boston Regional Metropolitan Planning Organization Transportation Workshops  
02/08/11 TIP Building Workshops

<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 <ul style="list-style-type: none"> <li>Establish Standard Process</li> </ul>	H	S	Complete Process Established	
Lower Village Traffic and Pedestrian Safety Master Plan	H	S	Ongoing	All
Sign Bylaw - Review and update Bylaw <ul style="list-style-type: none"> <li>Review draft document for Lower Village Sub-Committee</li> <li>Design Standards</li> <li>Review area town bylaws</li> </ul>	H	S		Ernie/Brian
CLURPA – Comprehensive Land Use Reform and Partnership Act	H	S	08/10/10	All
Golf Course and Orchard Zoning <ul style="list-style-type: none"> <li>Overlay District?</li> <li>Review EO418 buildout</li> <li>Review Area Town Bylaws</li> </ul>	H	S		Kathleen Lori
Lower Village Zoning <ul style="list-style-type: none"> <li>Set goals</li> <li>Methods to achieve goals</li> <li>Zoning Bylaw Amendments</li> <li>Design Standards</li> </ul>	M	L	Ongoing 02/01/11 meeting with property owners	Steve
Lower Village Common (Create a “sense of place”) <ul style="list-style-type: none"> <li>Report from Lower Village Committee</li> </ul>	M	S		Lower Village Sub-Committee
Planned Conservation Development Bylaw (PCD) <ul style="list-style-type: none"> <li>Allow by Right</li> <li>Designate Open Space First</li> </ul>	M	S		
Review Section 3.9 (Non-Conforming Uses)	M	M		
Adult Entertainment Zone	L	L		
Floodplain Wetlands Overlay District <ul style="list-style-type: none"> <li>Review Floodplain Studies</li> </ul>	L	L	Ongoing	