

**PLANNING BOARD MEETING**  
**Tuesday May 31, 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	Joan Blaustein Land Resources Planner, Metropolitan Area Planning <ul style="list-style-type: none"> <li>495/MetroWest Development Compact Regional Study</li> </ul>
7.	8:15	Lower Village Committee <ul style="list-style-type: none"> <li>Final Report</li> </ul>
8.	8:35	Linear Retail <ul style="list-style-type: none"> <li>Pylon Sign</li> <li>Planters</li> </ul>

***Discussion/Action Items***

9.		Abor Glen <ul style="list-style-type: none"> <li>Request for Release of Performance Guarantee</li> <li>Endorse Public Access Easement Document</li> </ul>
10.		Highgrove Estates Plan Endorsement
11.		Pedestrian Walkways <ul style="list-style-type: none"> <li>Phase I plan update and bid process</li> </ul>
12.	10 P.M.	Adjournment

**CORRESPONDENCE**

05/23/11 Email from Karen Kelleher to Mark Mastroianni RE: Arbor Glen Request for Bond Reduction  
05/23/11 Email from Ernie Dodd to Karen Kelleher RE: Keno License Application for Butternut Farm GC  
05/24/11 Letter from Coler and Colantonio to Planning Board RE: MassWorks Infrastructure Program  
05/24/11 Letter from Karen Kelleher to John Morgan of Coler and Colantonio RE: Lower Village Proposal  
05/25/11 2010 Massachusetts Pesticide Use Report Butternut Farm Golf Club  
05/25/11 Letter from Karen Kelleher to Martha Monroe RE: Non-Voting Associate Member Position  
05/26/11 Letter from FEMA to Laura Spear RE: Concord River Watershed Study  
05/26/11 Comments from Conservation Commission RE: Lot#2 Homestead Lane Hammerhead Lot SP

**TOWN BOARDS AND COMMITTEES**

05/26/11 Conservation Commission Notice of Public Hearing Stow Town Building expansion of parking lot

**AREA TOWN BOARDS**

05/20/11 Sudbury ZBA Notice of Public Hearing(s)

**PUBLICATIONS**

05/26/11 APA The Commissioner Spring 2011  
05/24/11 The Beacon May 2011 Issue

**LOOKING AHEAD**

06/07/11 Planning Board Meeting  

- Public Hearing – Hammer Head Lot Special Permit, Homestead Lane

06/14/11 Planning Board Meeting  

- Public Hearing – Parking Lot Expansion, Stow Town Building
- Thomas Land Surveyors, Concept plan for 3-lot Subdivision, 370 Hudson Road

06/21/11 Planning Board Dinner  
06/25/11 Chief Trefry Retirement Party 12pm-5pm

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*Posted: May 26, 2011*

<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	