

PLANNING BOARD MEETING
Tuesday September 6, 2011
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	Public Hearing – Barton Road Accessory Apartment
7.	8:00	Public Hearing – Crow Island

Discussion/Action Items

8.		Sample Chapter 61 land Evaluation Report Review and Comment to Vin Antil
9.		Recommendation to Selectmen on Street Acceptance <ul style="list-style-type: none"> Cardinal Court, Cricket Court, Fox Court, Salamander Lane, Wildlife Way and Woodpecker Court
10.		Sudbury Road Guardrail
11.		Cushing Property <ul style="list-style-type: none"> Letter from Jeff Brem
12.		Larsen Apple Barn <ul style="list-style-type: none"> Email from Selectmen. Request to Town Departments whether or not they have a use for the Larsen Apple Barn
13.		Taylor Road PCD <ul style="list-style-type: none"> Request for Release of Bond (confirmation that lights were replaced)
14.		Lower Village Bench Donation <ul style="list-style-type: none"> Recommendation to Board of Selectmen on Bench Donation for Lower Village Common
15.		Great Road Pedestrian Walkways <ul style="list-style-type: none"> Town Hall: Email from Bruce Fletcher Villages at Stow
16.		Solar Bylaw – review draft document
17.		Planning Board Goals
18.	10 P.M.	Adjournment

CORRESPONDENCE

08/16/11 Email from Jack Wallace to Karen Kelleher RE: Water Reports July 2011 – Butternut
08/15/11 Memo to Board of Selectmen from Karen Kelleher RE: Sidewalk and Parking on Great Road at Town Hall and Town Building
08/15/11 Email from Rose Haulk to Karen Kelleher RE: 487,493&499 Taylor Road AsBuilt
08/15/11 Email from Karen Kelleher to Jacqui RE: Proposed Modification to the Hillcrest Ave Wireless Service Facility
08/16/11 Major Milestones for Special Town Meeting 2011
08/18/11 Application for Clearance Prior to Issuance of a Building Permit(2)
08/19/11 Email from Bill Wrigley to Karen Kelleher RE: Wireless Service Overlay District
08/19/11 Email from Karen Kelleher to Craig Martin RE: Kennel
08/19/11 Email from Donna Jacobs to MAGIC
08/21/11 Email from Sue Carter to Dave Coia RE: Derby Woods Sylvan Drainage
08/22/11 Email from Conservation Commission to Karen Kelleher RE: Ridgewood LLC proposed subdivision change
08/22/11 Letter from 495/Metrowest Development Compact Coordinating Committee RE: Update

Posted: September 2, 2011

08/22/11 Email from Manisha MAGIC RE; MAGIC Meeting, announcements, updates
08/22/11 Boston Region MPO Municipal Election procedure
08/22/11 MAPC Municipal Elections to the Boston MPO
08/25/11 Email from Karen Kelleher to Donna Cisek RE: Highgrove Estates
08/25/11 Application for Clearance Prior to Issuance of a Building Permit
08/25/11 MAPC Sustainable Communities Consortium Pedestrian and Bicycle Planning Effort
08/26/11 Street Number Additions
08/30/11 Letter to David Maxson RE: Wireless Overlay District approved quote
09/01/11 Email from Janet Kelly RE: Kettle Plain Road

TOWN BOARDS AND COMMITTEES

08/22/11 Conservation Commission 55 Boxboro Road
08/26/11 ZBA Notice of Public Hearing 24 DeVincent Drive
08/26/11 ZBA Notice of Public Hearing 70 Simpson Drive
08/26/11 ZBA Notice of Public Hearing 260 Sudbury Road

AREA TOWN BOARDS

08/15/11 Hudson ZBA Notice of Decision(s)
08/17/11 Bolton ZBA Notice of Public Hearing amend board's fee schedule
08/18/11 Harvard Planning Board Notice of Decision Driveway site plan
08/26/11 Sudbury ZBA Notice(s) of Public Hearing
08/26/11 Bolton Planning Board Notice of Public Hearing Century Mill Estates

PUBLICATIONS

08/22/11 TransReport

LOOKING AHEAD

09/07/11 MPO Regional Transportation Planning
09/13/11 Planning Board Meeting
09/20/11 Planning Board Meeting
09/30/11 Warrant Closes
10/03/11 Warrant articles to Town Counsel and Bond Counsel for review.
10/06/11 Finance Committee holds public hearing on Town Meeting articles and provides recommendations on warrant articles to voters.
10/13/11 Deadline for final ballot questions to Town Clerk.
10/20/11 Warrant posting.
10/26/11 Warrant mailed town-wide in The Stow Independent.
10/28/11 Deadline for voter registration.
11/1/11 2:00 PM: Deadline for Town Meeting presentations to Town Clerk.
11/2/11 Town Moderator holds STOWS meeting.
11/07/11 Special Town Meeting.
11/17/11 Special Town Election.

<i>Task</i>	<i>Priority</i>	<u>Long</u> <u>Median</u> <u>ShortTerm</u>	<u>Timeline</u> <u>to begin</u>	<u>PB</u> <u>Member(s)</u>
Zoning Compliance <ul style="list-style-type: none"> Establish Standard Process 	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"> 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 <ul style="list-style-type: none"> Overlay District? Review EO418 buildout Review Area Town Bylaws 	H	S		Kathleen Lori
Lower Village Zoning <ul style="list-style-type: none"> Set goals Methods to achieve goals Zoning Bylaw Amendments Design Standards 	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"> Report from Lower Village Committee 	M	S		Lower Village Sub-Committee
Planned Conservation Development Bylaw (PCD) <ul style="list-style-type: none"> 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 <ul style="list-style-type: none"> Review Floodplain Studies 	L	L	Ongoing	

Special Permit Review

Kathleen	Arbor Glen
	Meeting House at Stow and Faxon Farm
Ernie Dodd	Bose Corp.
	C.W. Fuels
Steve Quinn	Center School Add/Reno
	Stow Community Recreation Park
	Hillcrest Ave. Wireless Service Facility
Lori Clark	Wheeler Road Wireless Service Facility
	Post Office and Gymnastics Club
	First Parish Church Wireless Service
Lenny Golder	Lower Village Place (Stow House of Pizza)
	Gleasondale Mill Wireless Service/New Cingular Wireless/Omni-Point