

**PLANNING BOARD MEETING**  
**Tuesday August 21 2012**  
**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 – Commercial Photovoltaic Solar Installation, Delaney Street <ul style="list-style-type: none"> <li>07/26/12 Email from Fire Department – request on-site training for all first responders</li> <li>07/26/12 Memo from Historical Commission – No Historical Impact</li> <li>07/26/12 Memo from Treasurer – No property taxes past due</li> <li>07/26/12 Conservation Commission Order of Conditions</li> <li>07/26/12 Memo from Building Commissioner <ul style="list-style-type: none"> <li>Building Permit and Wiring Permit Required</li> <li>Switch gear structure and solar panels must meet setback requirements</li> <li>Fence over 6' high requires a building permit</li> <li>Structural – wind load and snow load calculations required</li> </ul> </li> <li>08/15/12 Letter from Division of Fisheries &amp; Wildlife</li> </ul>
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***Discussion/Action Items***

7.		ANR Plan
8.		Center School Landscape Plan
9.		Minute Man Airfield Solar Project - Request to postpone Public Hearing <ul style="list-style-type: none"> <li>08/13/12 letter from Kearsage Energy</li> </ul>
10.		Hammerhead Lot Special Permit Decision
11.		Lower Village Planning Effort <ul style="list-style-type: none"> <li>Downtown Assistance Grant</li> </ul>
12.	10 P.M.	Adjournment

**CORRESPONDENCE**

06/07/12 Email from J Toomey, Sylvan Drive re: Derby Woods  
08/10/12 Email re: Permit Extension Act (four years)  
08/10/12 Email from Rose Chaulk – Sylvan Drive As-Built  
08/10/12 Emails to Coler & Colantonio – Presentation Plan  
08/14/12 Email from Places Associates – Sylvan Drive As-built Plan review  
08/14/12 Letter to Coler and Colantonio – Contract Amendment for Lower Village Presentation Plan

**TOWN BOARDS AND COMMITTEES**

08/07/12 Conservation Commission Certificate of Compliance - 253 West Acton Road  
08/09/12 Letter from Conservation Commission to Frank Lundy - Joanne Drive  
08/08/12 Conservation Commission Determination of Applicability – 214 Barton Road

**PUBLICATIONS**

APA Magazine – The Commissioner

**LOOKING AHEAD**

08/20/2012 Public Forum – Randall Library upgrades, 7:00 p.m. at Randall Library  
08/28/2012 FEMA Flood Study Review Committee  
09/04/2012 Planning Board **Working** meeting

- Public Hearing – Commercial Photovoltaic Solar Installation, Minute Man Airfield

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*Posted: August 17, 2012*

○ TO BE CONTINUED WITHOUT TESTIMONY

09/11/2012 Planning Board Meeting  
 09/12/2012 Warrant Articles to be submitted to Board of Selectmen  
 09/18/2012 Planning Board Meeting  
 10/02/2012 Planning Board Meeting  
 10/08/2012 Finance Committee Public Hearing on Warrant Articles  
 10/09/2012 Planning Board Meeting  
 10/16/2012 Planning Board Meeting  
 10/18/2012 Mass Audubon Conference on Accelerating Green Growth, Devens Common Center  
 10/24/2012 Stow Town Official Working Session (STOWS)  
 10/29/2012 Special Town Meeting  
 11/06/2012 Special Town Election

<i>Task</i>	<i>Priority</i>	<u><i>Long Median ShortTerm</i></u>	<u><i>Timeline to begin</i></u>	<u><i>PB Member(s)</i></u>
Zoning Compliance • 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 • 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		Lori
Lower Village Zoning • 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”) • 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	Ongoing	

**Special Permit Review**

Kathleen	Arbor Glen
	Meeting House at Stow and Faxon Farm
Ernie Dodd	Bose Corp.
	C.W. Fuels

*Posted: August 17, 2012*

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