

PLANNING BOARD MEETING
Tuesday September 11, 2012
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	Board of Selectmen Public Hearing – Sylvan Drive Street Acceptance <ul style="list-style-type: none"> • Vote to recommend Acceptance • Planning Board to be represented?
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Discussion/Action Items

7.	7:35	Gleasondale Town-owned parcel (School Lot) <ul style="list-style-type: none"> • Draft letter to Board of Selectmen
	7:45	Stow Shopping Center <ul style="list-style-type: none"> • Review Lighting documentation from Citizens Bank
8.	7:55	Lower Village Planning Effort <ul style="list-style-type: none"> • Table of Principle Uses • Advertising for Public Forum – Notice to be included in the Warrant (Due October 4) <ul style="list-style-type: none"> • Goals - Planning Board Member Action Items • Letter to Property/Business Owners • Business Survey • Marketing Plan (Outreach/Community Participation, Series of News Articles concerning concepts i.e. signs, usage, traffic improvements, online outreach (September 18) • Presentation Plan (October 2) • Forum Approach, Assign speakers, etc. (October 9 and 16)
9.		Downtown Technical Assistance Grant
10.		Executive Session <ul style="list-style-type: none"> • Star Tower
11.	10 pm	Adjournment

CORRESPONDENCE

8/31/12 Minor Modification of Decision Request – Bose Corporation
8/30/12 RE: Julie Conroy – Town of Stow Withdrawal from Smart Sewering Project
9/4/12 From MA Emergency Management Agency - Hazard Mitigation Grant Application
9/5/12 From Gordon Whitman – Citizens Bank Lighting
9/5/12 From Steve Steinberg – Comments on Lower Village Economic Development Committee
9/6/12 From Julie Conroy – Purpose of 9/7/12 Agricultural Planning Meeting in Stow
9/7/12 To Board of Selectmen – Receipt of street acceptance documentation for Sylvan Drive

TOWN BOARDS AND COMMITTEES

8/30/12 From Susan McLaughlin – Board of Selectmen Decision to not participate in Smart Sewering
8/30/12 From Pat Perry – Decision to not participate in Smart Sewering
9/5/12 List of Building Department Permits for August
9/5/12 Conservation Commission Notice of Public Hearing – NOI for stabilization of bank and slope at 819 Great Road
9/7/12 Board of Selectmen Agenda for Sept. 11, 2012 – Public Hearing on Sylvan Drive Street Acceptance – Joint Board Meeting on Capital Planning Projects with Finance and Capital Planning Committees

PUBLICATIONS

September 2012 Beacon No.8

September 2012 Zoning Practice – Urban Forestry

LOOKING AHEAD

09/12/2012 Warrant Articles to be submitted to Board of Selectmen
09/27/2012 First Public Forum on Capital Projects
09/18/2012 Planning Board Meeting

- Input to ZBA on Linear Retail's Request for Variance
- Lower Village Planning– Marketing (Series of News Articles concerning concepts i.e. signs, usage, traffic improvements, etc.

10/02/2012 Planning Board Meeting

- Lower Village Planning – Public Forum Presentation

10/08/2012 Finance Committee Public Hearing on Warrant Articles
10/09/2012 Planning Board Meeting

- Lower Village Planning – Forum approach for presentation

10/16/2012 Planning Board Meeting

- Lower Village Planning – Forum approach for presentation

10/18/2012 Mass Audubon Conference on Accelerating Green Growth, Devens Common Center
10/18/2012 Second Public Forum on Capital Projects
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>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		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)				

Posted: 8/30/12

<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			Ongoing	
<ul style="list-style-type: none"> • Review Floodplain Studies 	L	L		

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

