

**PLANNING BOARD MEETING**  
**Tuesday November 20, 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.		<b><i>None – Working Meeting</i></b>
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***Discussion/Action Items***

7.		Update sidewalk waiver/contribution policy
8.		Grant Opportunity for Gleasondale
9.		323 Great Road
10.		Lower Village Planning <ul style="list-style-type: none"> <li>• Prepare for Public Forum</li> <li>• Request from Stow TV to record the presentation</li> </ul>
11.		Executive Session
12.	10 P.M.	Adjournment

**CORRESPONDENCE**

11/14/2012 FROM: Kevin Whalen – Feedback on participation preference  
11/14/2012 FROM: Steve Ziegler / Star Custom Framers – Feedback on participation preference  
11/14/2012 FROM: Board of Selectmen – Planning Comments on Licensing  
11/15/2012 TO: Greg Troxel – Regarding Lighting at Center School  
11/15/2012 FROM: Jim Salvie – South Side Water Meeting  
11/15/2012 TO: George Gallagher – Derby Woods Bond Release  
11/16/2012 FROM: Brian Kopperl – Company prospectus for Delaney Remediation

**TOWN BOARDS AND COMMITTEES**

11/14/2012 Zoning Board of Appeals – Notice of Decision 219/221 Taylor Road  
11/14/2012 Conservation Commission – Public Hearing for tree removal at 160 North Shore Drive

**AREA TOWN BOARDS AND COMMITTEES:**

11/14/2012 Harvard Zoning Board of Appeals – Notification of Modification of Comprehensive Permit.  
11/14/2012 Acton Planning Board – Notice of Decision for McDonald's Sign Special Permit  
11/15/2012 Bolton Planning Board – Public Hearing Notice for the creation of 3 Backland zoning lots  
11/15/2012 Sudbury Zoning Board of Appeals – Public Hearing Notice

**PUBLICATIONS**

11/16/2012 Planning Magazine – November 2012  
11/16/2012 Zoning Practice – November 2012 *"Practice Form Over Density"*

**LOOKING AHEAD**

11/26/2012 Citizen Planner Training Collaborative Courses: Writing Reasonable & Defensible Decisions, Houghton Building, 697 Main Street, Bolton, MA.  
11/28/2012 Lower Village Public Forum  
12/04/2012 Planning Board Meeting  
12/11/2012 Planning Board Meeting  
Hemenway Farm Subdivision (Walcott Street)  
12/18/2012 Planning Board Meeting

<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 <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	

### **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