

## PLANNING BOARD MEETING

Tuesday May 14, 2013

Stow Town Building

1.	7:00 PM	Call to Order
2.		Review Correspondence and Minutes
3.	7:05	Public Input
4.	7:15	Planning Board Members' Updates (News and Views, Committee Reports and Work Plan Update)
5.	7:25	Coordinator's Report

### ***Appointments***

6.	7:45	Dunster Drive Tree Replacement
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### ***Discussion/Action Items***

7.	7:30	Annual Election <ul style="list-style-type: none"><li>• Chair</li><li>• Vice Chair</li><li>• ANR Plan Endorsements</li><li>• Non-Voting Associate Members</li><li>• Community Preservation Committee Rep</li><li>• Master Plan Committee Rep</li><li>• Elementary School Building Committee Rep</li><li>• Lower Village Sub-Committee Rep</li><li>• MAPC and MAGIC Rep</li><li>• Liaison to Zoning Board of Appeals</li><li>• Liaison to Board of Health</li><li>• Liaison to Conservation Commission</li><li>• Liaison to Stow Municipal Affordable Housing Committee</li></ul>
8.		Delaney Street Commercial Solar Photovoltaic Renewable Energy Installation <ul style="list-style-type: none"><li>• Endorse final plan</li></ul> Endorse Escrow Agreement
9.		<ul style="list-style-type: none"><li>• Post Town Meeting Discussion</li></ul>
10.		Lower Village Planning
11.	9:30 PM	Adjournment

### **CORRESPONDENCE**

4/30/2013 FROM: Rich Presti – RE Heritage Lane template RFP Review and Suggestions  
5/2/2013 FROM: Jack Wallace – RE Board of Health Interest Letter to Heritage Lane residents  
4.23.2013 FROM: Stephen Poole – Lower Village Water DRAFT scope of services  
4.26.2013 FROM: Andrea Kean – RE Plans to relocate street tree at Dunster Drive  
5.3.2013 FROM: Andrea Kean – RE Clarification on street tree process  
5.3.2013 FROM: Places Associates – RE Review of Delaney Street Site Plan  
5.8.2013 FROM: Jack Wallace – RE Drainage discussion with Pilot Grove II Engineers  
4.25.2013 FROM: Bruce Fletcher – RE Town Review  
4.30.2013 TO: Senator Wolf and Eldrige; Representative's Hogan and Kulik – RE Zoning Reform  
4.30.2013 FROM: Walter Lankau – RE Donation of Land to Town of Stow  
5.8.2013 FROM: Dominion Due Diligence Group – Re Financing for Pilot Grove

### **TOWN BOARDS AND COMMITTEES**

3.29.2013 FROM: Building Dept. – RE for Highgrove Estates  
3.29.2013 FROM: Building Dept. – RE for Dunster Drive

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*Posted: May 9, 2013*

3.29.2013 FROM: Building Dept. – RE Application for Clearance Prior to Issuance of a Building Permit for 128 Barton Road

5.7.2013 TO: Zoning Board of Appeals – RE Support of Places Associates Review

5.1.2013 FROM: Stow Treasurer – No Property taxes due at 353 Great Road

4.25.2013 FROM: Zoning Board of Appeals – RE Vote for \$77,000 Bond Reduction at the Villages at Stow

4.25.2013 FROM: Zoning Board of Appeals – Notice of Public Hearing for Dunster Drive Common Driveway

#### **AREA TOWN BOARDS AND COMMITTEES:**

4.29.2013 Maynard Planning Board – Public Hearing for modification of special permit on Main Street

4.29.2013 Harvard Zoning Board of Appeals – Notification of Modification to Comprehensive Permit

4.29.2013 Sudbury Zoning Board of Appeals – Public Hearing Notice for balloon test in Wireless Service Overlay District

5.29.2013 Acton Board of Selectmen – RE Public Hearing for Cordials and liquor license

4.29.2013 Sudbury Zoning Board of Appeals – Notice of Public Hearing for special permit to raise six hens; excess signage at car dealership, dimensional variance at car dealership; reconstruction of non-conforming building

4.24.2013 Acton Board of Selectmen – Public Hearing Notice for Use Special Permit for 24 Hour Fitness

4.24.2013 Maynard Planning Board – Public Hearing for excess parking spaces for Multi-family dwelling.

4.22.2013 Bolton Planning Board – Public Hearing for modification of common driveway special permit

#### **PUBLICATIONS**

#### **LOOKING AHEAD**

<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 • 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		Kathleen Lori
Lower Village Zoning • Set goals • Methods to achieve goals	M	L	Ongoing 02/01/11 meeting	

*Posted: May 9, 2013*

<ul style="list-style-type: none"> <li>• Zoning Bylaw Amendments</li> <li>• Design Standards</li> </ul>			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**

Kathy Sferra	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