

**PLANNING BOARD MEETING**  
**Wednesday, May 7, 2014**  
**Stow Town Building - 3<sup>rd</sup> Floor**  
**380 Great Road**  
**Stow, MA**

1.	7:00 PM	Call to Order
2.		Review Correspondence and Minutes
3.	7:05	Public Input
4.	7:10	Planning Board Members' Updates (News and Views, Committee Reports and Work Plan Update)
5.	7:15	Planner's Report

***Discussion/Action Items***

1.		Wheeler Road Hammerhead Lot Public Hearing Continuance
2.		PCD Update
3.		Executive Session M.G.L c30a Section 21
4.		Adjournment

**CORRESPONDENCE:**

- 4.17.2014 TO: Senate President Therese Murray and House Speaker Robert DeLeo – RE MAPC Municipal Assessment support.
- 4.22.2014 FROM: Bruce Fletcher – RE initial Dunster Drive Street Tree inspection.
- 4.22.2014 FROM: Stow News and Announcements – Notice to Bidders RE Removal of Pompo Modular Classroom Building.
- 4.22.2014 TO: Bill Wrigley and Phoebe Haberkorn – RE: Process for Acceptance of Brandymeade Circle
- 4.29.2014 TO: Town Clerk – RE Vote on Planning Board Recommendations for Article 51-53
- 4.29.2014 FROM: Conservation Commission – RE: Letter for Taylor Road PCD Residents on Open Land policy
- 5.1.2014 TO: Jame Coull – RE Collings Building Plans
- 5.5.2014 TO: George Gallagher | From Sue Carter – RE Outstanding issues at Villages at Stow
- 5.2.1014 FROM: Kathy Sferra CPC Update on 323 Great Road
- 5.2.2014 FROM: Bruce Fletcher – Tree Warden – RE: Letter of Approval of Condition for street trees at Dunster Drive

**TOWN BOARDS AND COMMITTEES:**

- 5.5.2014 Conservation Commission – Derby Woods Neighborhood Letter: RE PCD Conservation Land
- 4.25.2014 Planning Board – Application for Clearance Prior to Issuance of Building Permit – Pondview Condo Association Gazebo
- 4.30.2014 Building Department – Collings Foundation Permits
- 5.5.2014 Planning Board – Application for Clearance Prior to Issuance of Building Permit – RE: 11 Assabet St. Stow.
- 4.30.2014 Building Department – April Building Permits Issued
- 4.16.2014 DEP Order of Conditions – RE: Minuteman Airfield Runway Repaving
- 4.16.2014 DEP Order of Resource Area Delineation – RE: R-29 #61 White Pond Road
- 5.5.2014 Planning Board – Application for Clearance Prior to Issuance of Building Permit – 13 Golden Drive
- 5.2.2014 Conservation Commission – Notice of Public Hearing – RE Pompositticut Street Removal of Trees and Restoration
- 5.2.2014 Conservation Commission – Notice of Public Hearing – RE NOI at 76 Pine Point Road for repair of retaining wall, dock, patio and steps.

**AREA TOWN BOARDS AND COMMITTEES:**

- 4.17.2014 Hudson Board of Appeals – Notice of Public Hearing – Variance to replace internally lit signs on main street

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*Posted: 5/5/2014*

- 4.17.2014 Hudson Board of Appeals – Notice of Public Hearing – Special Permit for accessory dwelling unit
- 4.17.2014 Hudson Board of Appeals – Notice of Public Hearing – Variance for internally lit sign on Tower Street
- 4.17.2014 Maynard Board of Appeals – Notice of Public Hearing – Special permit for reduction of front setback of non-conforming use
- 4.17.2014 Hudson Board of Appeals – Notice of Public Hearing for Special Permit for Accessory Dwelling Unit at 38 Harriman Road
- 4.23.2014 Acton Planning Board - Notice of Public Hearing – RE: Special Permit for CVS at 400 Massachusetts Ave.
- 4.24.2014 Sudbury Zoning Board of Appeals – Notice of Decision for Accessory Apartment
- 4.24.2014 Sudbury Zoning Board of Appeals – Notice of Decision – RE Withdrawal of Petition for rental of fenced play facilities at Pet Nannies Stone Tavern Farm
- 4.24.2014 Sudbury Zoning Board of Appeals – Notice of Decision – RE Keeping of chickens
- 4.24.2014 Sudbury Zoning Board of Appeals – Notice of Public Hearing – RE Renewal of Special Permit for Hairdressing studio and setback relief for accessory Structure
- 4.28.2014 Bolton Planning Board – Notice of Public Hearing for Scenic Roads bylaw – RE: Proposed removal of stone wall and cutting of trees for Two driveways
- 5.1.2014 Acton Planning Board – Notice of Decision – RE: Personal Wireless Communication Facility
- 5.5.2014 Sudbury Board of Appeals - Notice Decision – RE: Reconstruct existing house on non-conforming lot.
- 5.5.2014 Sudbury Board of Appeals - Notice Decision – RE: Special Permit for attached garage requiring setback relief.
- 5.5.2014 Sudbury Board of Appeals - Notice Decision – RE: Reconstruct on non-conforming lot
- 5.5.2014 Sudbury Board of Appeals - Notice Decision – RE: Special Permit for two story addition on non-conforming lot.

#### **PUBLICATIONS**

- 4.7.2014 Zoning Practice – Micro-breweries
- 4.15.2014 Land Lines April 2014 – Urban Farming, window taxes and Eminent Domain
- 5.5.2014 Mass Municipal Association – Municipal Advocate – RE Economic Development
- 4.15.2014 APA Planning – April 2014

#### **LOOKING AHEAD**

- 05/13/2014 Annual Town Election
- 05/14/2014 Planning Board Meeting
- 05/17/2014 SpringFest
- 05/21/2014 Planning Board Meeting
- 5/14/2014 Gleasondale Phase III Final Presentation in Stow Town Hall at 7pm

Upcoming	Begun	Done
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<i>Task</i>	<i>Priority</i>	<i><u>Long</u> <u>Median</u> <u>ShortTerm</u></i>	<i><u>Timeline to</u> <u>begin</u></i>	<i><u>PB Member(s)</u></i>
Lower Village Planning Effort			Summer/Fall 2014	All
Review and Update sign bylaw	H	S		
Update Lower Village Zoning	H	S		
Establish Design Guidelines	H	S		
Traffic/Streetscape Final Design Plans				
Est. Natural Resource Protection Zoning			Summer	All

*Posted: 5/5/2014*

Bylaw			2013	Staff and Kathy Sfera to Draft
Review draft by-law for NRPZ	H	S		
Schedule meetings with other boards when draft is complete	H	M		
Discuss Open Space and Conservation Restriction policy with Town Boards	H	S		
Gleasondale Village Planning Effort			Summer 2013	All
Assess formation of neighborhood committee	H	S		
Begin discussions with Hudson re: water	H	S		
323 Great Road Open Space Purchase	H	S	Ongoing Monitoring of Project Status	
Input to BOS and Conservation Commission re: uses for Conservation Land	H	S		
Continue to work with Church on access/egress				
Adopt FEMA FIRM Update	H	M	Meeting Summer 2013	
Hold public meeting for information on update	H	S		
Medicinal Marijuana	M	M		
Identify Districts, review bylaws and moratorium from surrounding communities	M	M		
MAGIC Agricultural Project	H	M	Summer/Fall 2013	
Assess zoning and policy action steps	H	M		
Zoning Reform Act	M	S	Ongoing Monitoring	
Comprehensive Permit Policy	H	S	June Meeting	
Golf Course Water Monitoring	L	L	Long Term	
Wireless Service Overlay Study	L	L		
Floodplains/Wetlands Overlay District	M	M		Warrant Article for May 2014
Demolition Delay Bylaw	M	L		