

# **TOWN OF STOW PLANNING BOARD**

Minutes of the September 23, 2008, Planning Board Meeting.

Present: Planning Board Members: Ernest E. Dodd, Laura Spear, Kathleen Willis, Leonard Golder and Steve Quinn

Planning Coordinator: Karen Kelleher

The Meeting was called to order at 7:00 p.m.

## **PLANNING BOARD MEMBERS' UPDATES**

Elementary School Building Committee – Steve Quinn reported that the Elementary School Building Committee received approval to post for an Owner's Project Manager.

Community Preservation Committee - Laura Spear reported that the Community Preservation Committee will be discussing the Lundy (Joanne Drive) project on Monday, September 29, 2008. Ernie Dodd will attend.

Laura Spear also reported that the Community Preservation Coalition Newsletter reported that, based on estimated receipts, there should be a 65% match on all communities. Municipalities with the maximum 3% surcharge will receive additional funding in Round Two, including Stow.

## **COORDINATOR'S REPORT**

Karen Kelleher updated the Board on ongoing activities in the Planning Department.

Whitney Homestead - Mr. French inquired about zoning for the Whitney Homestead property. He is interested in purchasing for an antique shop, café and inn. Karen referred him to Section 3.2.3.5 of the Zoning Bylaw (Uses not otherwise permitted in the Residential District, if such uses preserve historic and/or culturally significant BUILDINGS and STRUCTURES) and encouraged him to present a concept plan to the Board before making a formal Special Permit application.

Arbor Glen AAN - The Conservation Commission would like the Planning Board to consider an amendment to the Arbor Glen Active Adult Neighborhood Special Permit in order to relocate the pathway that goes between the agricultural fields. Karen will schedule a joint meeting with the Conservation Commission to discuss further.

CPTC Workshops - Karen asked members to review the list of Citizen Planner Training Collaborative workshops and let her know if they are interested in attending.

Cell Towers - There have been several inquiries about Cell Tower locations. Karen is meeting with someone tomorrow about the Hyde, Wheeler Road site.

Mobil Station site - Kathleen, Laura and Karen met with representatives of TD Bank North, who are looking at the Mobil Station site at 124 Great Road.

Master Plan – The Master Plan Committee is sending out an RFP for assistance in finalizing the Master Plan Update. Bill Wrigley suggested that the consultant be funded from the Planning Board Consulting account (50%) and the Board of Selectmen Consulting account (50%).

Assabet River Rail Trail – The Assabet River Rail Trail Committee is looking for a letter of support to the Boston Region Metropolitan Planning Organization and the Transportation Planning and Programming Committee for continued funding for the Assabet River Rail Trail from the City of Marlborough through the towns of Hudson, Stow and Maynard to the commuter rail station in South Acton.

**Kathleen Willis moved to forward a letter of support to the Boston Region Metropolitan Planning Organization and the Transportation Planning and Programming Committee for continued funding for the Assabet River Rail Trail from the City of Marlborough through the towns of Hudson, Stow and Maynard to the commuter rail station in South Acton. The motion was seconded by Ernie Dodd and carried by a unanimous vote of five members present (Laura Spear, Kathleen Willis, Ernie Dodd, Len Golder and Steve Quinn).**

Lower Village Temporary Pedestrian Refuge Islands – An email was received from Carol Makary concerning the temporary pedestrian refuge islands in Lower Village. She feels they make Great Road too congested and there should only be one.

Dates to remember:

- Monday, September 29<sup>th</sup> at 8:30 p.m. – CPC Lundy Feasibility Working session
- Tuesday, September 30<sup>th</sup> at 9:30 a.m. - Sidewalk Planning Meeting with Jody Kablach
- Tuesday, September 30<sup>th</sup> at 7:00 p.m. – Planning Board Dinner
- Tuesday, October 7<sup>th</sup>, 2008 – Land Use Reform conference in Boston.
- Thursday, October 9th, 2008 – Joint Boards Meeting hosted by the Municipal Land Use Task Force regarding a proposed Chapter 61 Policy.

**PUBLIC HEARING - STOW COMMUNITY RECREATION FIELDS**

*Len Golder recused himself from the meeting as he is an abutter to the property.*

At 7:30 p.m., the Public Hearing to consider an Application for Site Plan Approval for Stow Community Recreation Fields on Old Bolton Road was called to order.

Ernie Dodd moved to waive the reading of the notice of public hearing.

Dale Harris from Coler and Colantonio, representing the Applicant, provided proof of abutter notification.

Laura Spear reviewed the Rules of Conduct for a Public Hearing.

Bob Wilber, 288 Red Acre Road and Chairman of the Community Preservation Committee, explained that the Community Preservation Committee, Town Meeting, the Board of Selectmen and the Finance Committee endorsed this project. A Town Meeting Warrant Article passed and the issue also passed at the polls. The implementation team, working with Town Administrator Bill Wrigley, presented the project to the Board of Appeals for a Special Permit to allow the use. It was a unanimous recommendation of the implementation team to hire Coler and Colantonio. They are very pleased with that decision. The Town ended up with a very good firm, who has 200 employees. They are the only firm who brought a traffic engineer to the interview and made clear that the project manager would be involved throughout. A Joint Boards meeting was held two months ago. The implementation team forwarded input from the Planning Board to Coler and Colantonio. The team thinks this is an excellent project and good design. They look forward to working with the Board.

Dale Harris, Project Engineer, introduced himself and John Morgan, Senior Project Manager.

Dale Harris gave an overview of the site plan and Coler Colantonio's response to the review letter from the Planning Board's Consulting Engineer, Susan Sullivan of Places Site Consultants, Inc. He noted that her report was very thorough and they agree with most of it.

- They are providing 60 spaces in the front of the parcel and a gravel parking area for overflow parking. They think the parking layout works nice. It provides an area for queuing so as not to create an inconvenience to the neighborhood.
- They will plant very high-end grass fields, which will be fully irrigated. As recommended by the Board's Consulting Engineer, they will put together a tight document to specify installation of irrigation heads at a certain grade.
- They have been to the site many times with environmental engineers, soil scientists and traffic engineers.
- They are looking for feedback from the Board as to support for a 22' aisle vs. 24'. They think 22' is okay for one way.
- The drainage design is fully compliant with stormwater management and groundwater management requirements.
- Hiley Brook Road, northbound, will change from a B Level of Service to C.
- The original submittal included a hockey rink; however, they decided not to use paving or acrylic surfaces. They are looking at a portable skating rink to be located on the grass. It will be a "skating rink" rather than a "hockey rink". It will not interfere with parking or ball field activity.
- The Implementation Team's vision is for a high-end facility with high-end irrigated grass fields for active and passive recreational use. Looking at high-end clay tennis courts and the fields will be sod vs. seeded. They will incorporate the requisite athletic turf.
- No lighting is proposed or contemplated.

### **Public Input**

Len Golder, 67 Old Bolton Road, speaking as an abutter, said he didn't hear anything about noise abatement. He noted that this will be a very busy area with multiple games and a lot of traffic and asked what kind of noise barriers will be put in place? Dale Harris said they are proposing a substantial landscape buffer from the front of the property past the second residential house. They are also providing a buffer and keeping parking off of the road. They will maintain as much vegetation as they can. Len Golder said he doesn't think vegetation will do anything to abate the noise. He feels there should be some kind of a wall barrier.

Steve Mong, 70 Old Bolton Road, said he has reviewed a California study on noise abatement, which indicates screening is nice, but it doesn't break up the noise unless the landscape screening is extremely dense. When the Bose fields were used, he could hear the coaches across the snow property.

Steve Mong said he is the lessee of the Agricultural Land. There seems to be some cross-use of the agricultural land that he wasn't aware of. He noted it will be inconvenient, and the access has to be gated. He intended to grow crops on the 50' by 1,000' strip of land that is now proposed for emergency access. He has a lease that says the entire six acres is unencumbered. He also noted that he does not see the landscape buffer for the parking area, as required by the Bylaw.

Marcia Rising, 76 Treaty Elm, Resident, said because they are proposing high-end grass, she thinks the decision has to be made if animals will be allowed or if dogs should be leashed. She said this is a critical concern because there will be children playing on the field. She also noted concern about recreational motorized vehicles driving across the fields as was the case at the Pine Bluffs field.

Mark Ganel, Bose Corporation, said their primary concern is noise abatement and fencing to prevent intrusion onto Bose property. They are concerned about liability.

Mr. Algeo, 75 Old Bolton, noted the term “extreme events” was used a number of times and questioned what “extreme event” means? Bob Wilber said it means an unavoidable overlap for scheduled events, such as if a game goes to overtime. Another example would be like opening day for Little League. They want to provide enough overflow to accommodate those types of events.

Kathleen Willis noted the traffic study says there is only a 2-½ second delay to get out of the facility. She finds that hard to believe. She would also like a definition of emergency protective lighting. Dale Harris said that no lighting was proposed; however, the Implementation Team is looking at security lighting for the shed so that it won't become an attractive nuisance. Kathleen Willis noted that the Town has strict bylaws that require full cut off-lights.

Dave Stepp, Peabody Drive, asked if there are any plans for bike racks? Bob Wilber said he would say yes, although they are not shown on the Plan.

Connie Ottowitz, 66 Old Bolton Road, is concerned that the baseball field will be used in the early evening hours. She asked if there will be a restriction for people to leave the fields after the game is over so people won't stay and party?

Steve Mong, 70 Old Bolton Road, noted that the proposed single egress seems to be a potential bottleneck.

Phil Moseley, Old Bolton Road, said with one-way traffic flow, he would expect there would be angular parking to accommodate maneuvering room. Laura Spear referred to the Parking Bylaw.

Steve Mong, Old Bolton Road, speaking as a farmer and direct abutter, said there needs to be a way to exclude people from intruding onto abutting properties. He suggested that a sound barrier fence would serve both issues.

Laura Spear referred to an email from the Safety Officer (Sergeant Lima):

- No major concerns.
- No need to change the Old Bolton Road/Route 117 entrance. This entrance was in existence when the main access to the now Bose Property was on Old Bolton Road and posed no problem.
- Suggest parking restriction along Old Bolton Road and Hiley Brook Road extension.
- Install "No Parking" signs.

Len Golder, 67 Old Bolton Road, said his main concerns are noise, fencing, safety and trespassing. The entire sight should be fenced to keep kids from chasing a ball into the street. He referred to Section 9.3.2.1 of the Bylaw, which requires protection of abutting property and ways and Section 9.3.2.2 concerning pedestrian movement. He said bicyclists could also be a safety issue to be addressed.

Nancy Arsenault, Red Acre Road, asked if the Town has considered sidewalks?

Mr. Algeo, 75 Old Bolton Road, said he would love to see fencing to keep sports participants, balls and noise in. He is concerned about cars parking on Old Bolton Road and hours should be limited to daylight hours with the facility being gated after hours.

Steve Mong, Old Bolton Road asked if there will be any excess loam generated? Dale Harris said there will be no excess loam. It is their intent to keep a balanced site. Steve Mong said, if it is

determined that they have excess loam, he could use it and asked if there could be a place for it to be screened?

Connie Ottowitz, 66 Old Bolton Road, said consideration should be given to water resources. She asked if the parking lot will be located over an aquifer?

Linda Hathaway, 76 Crescent Street, asked what types of herbicides and pesticides are to be used and how will it impact the abutting agricultural use? Ernie Dodd said that is also a concern because the property is in the Water Resource Protection District and will be addressed in the decision.

Phil Moseley, 32 Maple Street, said it appears that the walking path dead-ends at both ends. Dale Harris said the walking path is a continuous loop. The walking path would be restricted during games. It is a separate path and won't go into the fields. They are also looking at areas for shade trees.

Bill Byron, Gleasondale Road, said the earlier plan showed the agricultural parcel to be 6 acres in the back.

Steve Mong, Old Bolton Road, said they expected that there would be six acres in the back. There was some concern about how the funding was allocated, which is why it needed to be a separate lot. The Agricultural Land is designated as Parcel B (5-acres plus the 50' strip). He questioned what the difference between a parcel and a lot is? Ernie Dodd said the terms are basically interchangeable. Bill Byron said this needs clarification from Town Counsel. Linda Hathaway said she believes Steve Mong is right. Steve Mong provided a copy of the plan and the lease.

Mark Ganel, Bose Corporation, asked if trash receptacles will be provided? He also noted that there should be "no drinking" restrictions so the area won't become a hangout for teenagers with no control.

### **Planning Board Members' Comments**

Kathleen Willis noted several concerns:

- Security lighting must comply with the Bylaw.
- The Plan shows a flag pole, but no light. If they intend to light the flag, it should be lit from above.
- The "Original Condition" plan shows stonewalls on three sides. Will they be maintained?
- The Landscape Plan shows nice selections. However, the caliper for some of the trees is less than the subdivision standard.
- She is fearful that the number of parking spaces won't be adequate. She is thankful that half the spaces are pervious surface.
- She noted that the Town has a sidewalk fund and one of the things the Planning Board has talked about is a sidewalk connection from Harvard Road to Old Bolton Road.
- She encouraged them to provide bike racks.
- She would like to see a design for the shed.
- It is important to post hours for construction.
- She is concerned about the parking lot setback. The Bylaw requires a 30' setback from the frontage and the plan shows 5 ½'. Ernie Dodd noted that the property is in the residential district and the Bylaw (Section 7.7.4.1) requires a 30' opaque buffer on all sides.
- She is concerned about the use of fertilizer, which is mentioned in Sue Sullivan's report. This is important because the property is in the Water Resource Protection District. She is sure the Conservation and Board of Health would also want some restraint.

- She hadn't thought about the dog issues, but this is a tight spot and thinks it would be good if dogs are not allowed, especially with the problems we are reading about with the Delaney project.
- She would like to see detailed plans for irrigation and landscaping.

Steve Quinn:

- Is also concerned about the 30' buffer and questions the number of parking spaces.
- He assumes the catchbasins will have oil and gas separators.
- Access to the port-a-potty should be made available. Maintenance should also have access to the gate.

Ernie Dodd:

- Is also concerned about the 30' buffer.
- The Planning Board has no authority to vary the Bylaw.
- Port-a-potties should be screened from direct view.
- The Water Resource Protection District limits impervious surfaces to be no more than 10%. He thinks they have more than that with the tennis courts and parking lot.
- He suggested metering noise levels from Pine Bluffs. He lives near Pine Bluffs and can hear it, but it doesn't bother him. Maybe the noise will be attenuated with the required buffer.
- He agrees with all of Sue Sullivan's comments and comments from the public about fencing and parking on old Bolton Road.
- Access to Pine Bluffs is frequently blocked off.
- He would like to see a copy of the lease for the agricultural land.
- Sometimes easements are needed for sidewalks, and he is hopeful that someone will be willing to lobby to be sure we get the necessary easements.

Laura Spear commented on the Plan:

- She appreciates the detailed information provided with the application and the responsiveness to comments from Sue Sullivan, our consulting engineer, made in advance of the Public Hearing.
- General Notes on Sheet 1 of 2, Existing Conditions, states the dimensional requirements. It would be helpful to see what the proposed plan numbers are in comparison.
- The written response to Sue's comments said you would bring requests for waivers and variances to this meeting:
  - 30' front setback
  - 10' buffer strip
  - Sidewalk along the front (probably not needed with the two entrances)
  - If the Board is amenable to supporting a variance from the ZBA for the front setback and buffer strip requirements, perhaps a fence along the front of the property would help screen the parking area and provide a stronger sense of separation from the roadway.
- Did you investigate alternative pervious pavement materials instead of gravel for the parking area?
- The Fire Department wanted emergency access to the field. Your response to Sue said that you would revise the plan to show emergency access along the west side. The plan should be updated accordingly.
- The Police Department requested parking restrictions on Old Bolton Road and Hiley Brook Road with No Parking signs installed. Laura supports this request.
- The traffic study assumed 60% of the trips were from Stow. For practices and many of the games, 100% of the trips will be from Stow. How would this change affect the calculations and conclusions?

- The traffic study uses 950 trips per day for a weekday and 800 trips per day for a Saturday. Do you know how this compares to when Digital Equipment Corporation was fully staffed in the building on Old Bolton Road?
- Were you able to get the recent Stow Police Department crash data? Would this affect the calculations and conclusions? (Note that the Police Department did not comment on whether there are current safety issues, so she assumes that the information is not much different from what was found from the MA Highway data.)
- You make several recommendations about street, intersection and sight distance improvements, such as selective clearing of trees and brush, centerline pavement markings and potentially changing the intersection of Route 117 and Old Bolton Road to a T-stop. Have you had conversations with the Superintendent of Streets and the Highway Department? (Mike Clayton)
- The temporary fencing of the ball fields looks much larger than the storage shed that is shown on the plan can hold. Where will this be stored when not being used? Can the Town accommodate this storage plus the tennis net storage, ice rink liner, etc. with our current storage capacity? It is important that we take care of our investments.
- She assumes an NPDES permit will be required. Please make sure the Planning Board gets a copy.
- Will dogs be allowed on the property? If that is proposed, what are the requirements for dog owners? (on-leash versus off-leash, pick up after dogs, etc.)
- Will there be trash barrels on site (not shown on plan)? She has been on many recreational fields and has seen good fields as well as garbage dumps.
- What is the maintenance plan for the site after construction?
- Do you plan to retain the rock walls along the front and sides? (Did not see them on the landscape plan.) She encouraged the Applicant to retain as much as possible. [Addressed in the Public Hearing – said you were retaining them.]
- You should confirm that your planned “selective clearing of trees” does not affect street trees; work with the Stow Tree Warden, Bruce Fletcher.
- Add the signage/gate for the limited access to the agricultural land to your plan. This was addressed in the Public Hearing and she didn’t see it on the plan.
- The Applicant’s response to Sue’s comments indicated that the tennis court details and ice rink liner is no longer necessary. Why? Are these being removed from the plan? [addressed in the Public Hearing]
- Please make sure to update the plan with all of the changes in the response to Sue’s comments.
- Do you plan to retain the existing stonewalls? Peter Ottowitz said according to his deed, he and Steve Mong own the stonewall. Bob Wilber said they do not intend to remove the stonewall.
- You mention selective clearing. You need to confirm the selective clearing doesn’t include street trees, which requires a public hearing before removing them.
- The application mentions a future bandstand/pavilion, which is a great idea for community events. She asked if those additional structures were taken into consideration in the drainage calculations?

Laura noted that her comments represent her first impressions based on reviewing the submitted plans. She will most likely have additional comments, as the Public Hearing continues and more information is presented. She will also submit her comments in writing to the Applicant.

Len Golder, Old Bolton Road, Commenting as an abutter, is concerned about the number of vehicles and traffic.

***Kathleen Willis moved to continue the Public Hearing to October 7, 2008 at 8:45 p.m. The motion was seconded by Ernie Dodd and carried by a unanimous vote of four members present (Laura Spear, Kathleen Willis, Ernie Dodd and Steve Quinn).***

## **RIDGEWOOD**

The Planning Board reviewed the letter, dated August 22, 2008, from RidgeWood LLC, concerning final plan revisions. RidgeWood LLC proposes to make changes to the plans, as outlined in their letter, dated May 19, 2008, subject to certain changes outlined in the August 22, 2008 letter.

Members agreed to the proposed changes outlined in Items 1, 3, 6, 8 and 9 and noted comments on the following proposed changes:

- Item 2     Members agree to the proposed change and request that RidgeWood LLC contact the Fire Department for a copy of their Fire Cistern Policy.
- Item 4     The Board needs some type of assurance that the hours of operation for all construction activities will be posted.
- Item 5     ***Ernie Dodd moved to authorize a minor modification, not requiring a public hearing, to authorize a revision to the Site Improvement Plan, Note 16 on Sheet 20 to read: "Driveways to be 2 ½" of Class 1, Type 1 bituminous concrete installed in two courses over 6" of bank run gravel plus 3" of processed gravel. The motion was seconded by Steve Quinn and carried by a unanimous vote of four members present (Laura Spear, Ernie Dodd, Kathleen Willis and Steve Quinn).***
- Item 7     The Planning Board needs clarification of the request to revise the Plan as follows with regard to opening the center island along RidgeWood Drive and the curb radii of the common drive that services Units 44 through 49 (Sheet 13).

Members also agreed to recommend that they use the same fixtures as installed at the Arbor Glenn AAN.

## **ADJOURNMENT**

The Meeting adjourned at 9:24 p.m.

Respectfully submitted,

Karen Kelleher  
Planning Coordinator