

TOWN OF STOW  
PLANNING BOARD

Minutes of the June 11, 2013 Planning Board Meeting

Planning Board Members Present: Kathy Sferra, Lori Clark, Len Golder  
Steve Quinn

Voting Associate Member: Brian Martinson (Absent)  
Non-Voting Associate Member: Mark Jones

Lori Clark called the meeting to order at 7 PM

**Correspondence Update**

*Angled Parking*

Lori Clark remarked on Mike Clayton's letter regarding the difficulty of angled parking at Common Road. Kathy Sferra noted that turning left out of Common Road onto Great Road can be dangerous but also agreed that turning in is awkward. Kathy Sferra noted that perhaps a "no left hand turn" sign could work as an alternative.

**Public Input**

Dan Bodette, of Kingland Road said he is taking an interest in the Planning Board and will continue to come to meetings. Lori Clark explained the benefits of being an Associate Member, including the ability to fully participate in the discussions.

**Discussion of Meeting Minutes**

*Minutes of May 14, 2013*

Kathy Sferra moved to approve the minutes as amended.  
Len Golder seconded.

**VOTED: (4-0) Unanimously in favor (Lori Clark, Len Golder, Kathy Sferra, Steve Quinn)**

*Minutes of June 4, 2013*

Steve Quinn moved to accept the minutes as amended.  
Kathy Sferra seconded.  
Len Golder abstained.

**VOTED: (3-0) Unanimously in favor (Lori Clark, Kathy Sferra, Steve Quinn)**

**Member Updates:**

*Pilot Grove II*

Kathy Sferra reported that the Community Preservation Committee meets Monday and if all goes well they will release the funds for Pilot Grove toward the end of June. Kathy Sferra said they are waiting for some wording to be added from DHCD to clear up the discrepancy in restriction terms.

Karen Kelleher said Steve Dungan of the Pilot Grove team asked how the Planning Board's review of the lighting plan was going. Karen Kelleher said the Board had not yet received it. Kathy Sferra said that Town Counsel seemed OK with the Planning Board reviewing the lighting plan after project is finalized. Karen Kelleher said that the Zoning Board of Appeals gave the Planning Board the authority to approve the lighting plan. Kathy Sferra said that although the Planning Board does not have that authority technically, it is what was in the ZBA vote. Kathy Sferra said that there has been agreed upon language regarding affordability restriction terms, but in the latest version she has not seen the language incorporated. Lori Clark asked if the Planning Board needed to act on the lighting plan before the project's closing? Karen Kelleher said she would contact Nina Schwartzchild and have the lighting plans sent to the Planning Board soon.

#### *School Building Committee*

Steve Quinn said the School Building Committee met to line up the paving of the parking area and other end of the year work to be completed.

#### *Massachusetts Association of Planning Director's Conference*

Mark Jones reported that he went to the MAPD conference and heard some interesting talks regarding Mill financing and medical marijuana regulations. Mark Jones said 60% of the conversion money for mill redevelopment was from tax credits and other government sources. He said Stow may face similar circumstances.

### **Planner's Report**

#### *Sylvan Drive Street Trees*

Karen Kelleher said she spoke with George Gallagher of Habitech who claimed they will be replacing the trees. Karen Kelleher gave him the contact for the two residents at Sylvan Drive that have had trees die. George Gallagher said that Joe Toomey was pleased with the proposed work but Andrew Ferguson was asking for money to install the tree himself, although George Gallagher said that he is asking for too much. George Gallagher said he is at a standstill due to the disagreement. Kathy Sferra asked if the tree could be placed in the right of way rather than on private property. Lori Clark said that this seems to be between Habitech and the homeowner. Steve Quinn said they went through a lot of trouble to get the trees placed as best they could. Lori Clark said the homeowner needs to know that it will either be planted in the right of way or the tree will be waived. Kathy Sferra said perhaps they could propose another place to put the tree. Lori Clark suggested they work out the issue between themselves.

#### *Fire Station – 323 Great Road*

Karen Kelleher reported that Planning Staff and other Fire Station building committee members met with the Union and First Parish Church. Karen Kelleher said that the Union

Church said they would need a vote of the congregation to be certain of any land swap deal. Karen Kelleher explained two access scenarios at the First Parish Church property, noting that in the alternative plan the access is curved to mitigate views of the building from the road and reduce the frontage required for the access. Karen Kelleher said Town officials made it clear that there was no intention of monetary compensation for the access but rather talked about a potential land swap that could retain the required 200 feet of frontage and acre and a half building lot size. Kathy Sferra asked if they were looking for cash in return of the access. Karen Kelleher said yes. Karen Kelleher said they pointed out that the Town has been providing water for many years.

### *323 Great Road*

Karen Kelleher reported that Jon Witten has been in discussions with Malcom Fitzpatrick's attorney and he is waiting for a purchase and sale agreement. Steve Quinn asked what would happen if an agreement could not be reached?

### *Arbor Glen Deck Expansion*

Karen Kelleher said some Arbor Glen residents are looking to expand their decks and have asked if they need Planning Board approval to do so. Karen Kelleher she did not see anything in the decision that would preclude minor expansion, noting there is a 35 foot buffer from a resource area on the north side of the lot. The Board discussed whether a minor modification was needed. Kathy Sferra said they may need to file with the Conservation Commission if they are within 100 feet of a resource area. Karen Kelleher said there are no additional bedrooms proposed.

### *MAPC Bike and Pedestrian Planning*

Karen Kelleher described the meeting and the additional information MAPC is looking for, including the elevation of discussions with Honey Pot Hill regarding connecting the rail trail between Maynard and Hudson.

### *MAGIC Meeting*

Karen Kelleher reported on the MAGIC meeting, and their discussion of Transportation Improvement Plan project's approved and MAGIC priorities and annual workplan, such as continuing the transportation initiative for school buses and COA vans, continuance of the ag project, development of a smart growth self assessment, an education series for planners, and non-point source pollution education materials. Every other meeting would be a training workshop.

### *First Parish Church Decision*

Steve Quinn was not at the Public Hearing and recused himself of the evening's discussion

Karen Kelleher noted that the First Parish Church offered a condition to not use the sanctuary and the Parish hall at the same time, which would keep parking needs down. Lori Clark said a condition prohibiting the use of the two buildings for "more than one scheduled event" may be more appropriate language for the condition.

Lori Clark noted that the new sign at First Parish Church is quite bright. Lori Clark added that discussion of lumens is subjective and it may be better to focus on spillover and the elimination of non-cutoff fixtures.

Kathy Sferra said to add language regarding the shared parking arrangement for 14 off site spaces.

Regarding the landscaped parking screening, Kathy Sferra said she does not consider a pine tree a shade tree. Lori Clark said that they should ask the Church to add shade trees that will continue to provide the buffer as they age. The Board agreed the condition should state the applicant work with the tree warden to discuss appropriate species of tree and require a plan modification.

Len Golder asked if the Fire Protection plan will be suitable for fire safety issues? The Board agreed that would be suitable.

Regarding protection of the rain garden by the entrance patio, Lori Clark said if they are going to use bollards they should be promptly replaced if damaged. Kathy Sferra said she is not wedded to bollards as a stone wall or boulders could also work. Kathy Sferra said contrasting surface materials will not be enough. Lori Clark agreed. The Board believes curbing may be the best approach. Kathy Sferra and Lori Clark said to remove language noting the use of contrasting surface materials and replace with language regarding a variety of physical barriers or bollards.

*Kathy Sferra moved to approve the First Parish Church Site Plan as amended.*

*Len Golder seconded.*

**VOTED: (3-0) Unanimously in favor (Lori Clark, Len Golder, Kathy Sferra)**

Lower Village Working Meeting Begins

The Planning Board partook in a test run of a Visual Preference Survey for Lower Village to be administered at a meeting in early July. The Planning Board gave comments and suggestions on its effectiveness.

Kathy Sferra motioned to adjourn

Meeting adjourned at 9:50 PM

Respectfully Submitted,

Jesse Steadman