

TOWN OF STOW
PLANNING BOARD

Minutes of the January 22, 2014 Planning Board Meeting

Planning Board Members Present: Lori Clark, Ernie Dodd, Mark Jones, Steve Quinn

Non-Voting Associate Member: Dan Beaudette

Lori Clark called the meeting to order at 7:00 pm

Discussion of Meeting Minutes

Minutes of January 8, 2014

Ernie Dodd Motioned to accept the minutes

Mark Jones Seconded.

VOTED: 3-0 Unanimously in favor (Lori Clark, Ernie Dodd, Mark Jones)

Executive Session Minutes of January 8, 2014

Ernie Dodd motioned to accept Executive Session minutes as written.

Mark Jones seconded.

VOTED: 3-0 Unanimously in Favor (Lori Clark, Ernie Dodd, Mark Jones)

Member Updates

Mark Jones said he took a ride by Adams Drive and noted that existing houses are also close to the road due to the wetlands to the south of Adams Drive.

Steve Quinn arrived at 7:10pm.

Planner's Report

FY2015 Budget

Karen Kelleher reported on the budget meeting with the Town Administrator, saying he agreed to the expense budget and dependent upon his final review of the overall budget, he will recommend the GIS Analyst position for 8 hours/week at \$25.00 per hour. Karen Kelleher forwarded a job description for his review.

With regard to the Engineering/Consulting/Master Plan account – Karen Kelleher said Bill Wrigley did not commit to support the \$10,000.00 request based on past year expenses. Karen Kelleher provided a more detailed accounting of appropriations and expenses over the past 3 years. The current balance is \$3,580.00. Karen Kelleher said she anticipated expenses including, Architectural Consultant for Lower Village Design Guidelines, Traffic Consultant to evaluate need for Gleasondale Traffic flow improvements and Consulting services to implement recommendations in the UMass Student Gleasondale reports.

Karen Kelleher will be meeting with the Finance Committee on Tuesday, January 28 to discuss the budget.

Capital Planning Requests

Karen Kelleher will be meeting with the Capital Planning Committee tomorrow evening to discuss the Planning Department 5-year capital plan:

2015 – \$50,000.00 As-built existing conditions plan for Gleasondale
2016 - \$150,000.00 Design and construction plans for Gleasondale
2017 - \$10,000.00 Sidewalk Funds
2018 - \$10,000.00 Sidewalk Funds
2019 - \$10,000.00 Sidewalk Funds

Karen Kelleher said the Gleasondale plan might be aggressive and asked if the Board thought if those items should be moved to 2016 and 2017?

Gleasondale Planning

The Gleasondale Groundtruthing meeting was held last week. Three professionals were present:

- Joe Mullin from Clock Tower Place
- Michelle Collette, Groton Town Planner
- Sherry Patch, Town Administrator in Harwick

Karen Kelleher, Jesse Steadman and John Mullin first met with them and two of the students to give them an overview of the project. Karen Kelleher reported that they then gave them a tour of the Mill and Rockbottom Farm and returned to the Town Building for them to discuss the merits on the project on their own (the students were present to answer questions and take notes). We then had a public meeting at the Town Hall where approximately 25 people were present to hear the professional's perspective. Karen Kelleher reported that they all seemed to think this is great project and although there are many obstacles, with grant opportunities they felt that revitalization of the village and the mill could be achieved.

The Community Preservation Committee approved administrative funds for Phase III.

Karen Kelleher reported that the Planning Department received a three page email from a Gleasondale resident voicing concern about potential negative impacts on the neighborhood and how the changes would be financed. Jesse Steadman drafted a very detailed response, which we will use as an FAQ on the website and blog.

Medical Marijuana Bylaw

Karen Kelleher and Jesse Steadman will be holding a staff meeting on January 28 to discuss a proposed Medical Marijuana Bylaw.

Agriculture

Karen Kelleher reported that MAPC just released the final report on the Agricultural Project which Jesses took part in. Electronic Copies will be distributed. However the Planning Department has not yet heard anything regarding the request for DLTA funds to work on Agricultural Zoning.

Lower Village

Karen Keller said that responses to questions raised at the Lower Village RFP Pre-proposal conference were released. The deadline for proposals to be submitted is January 29.

Karen Kelleher reported that there has been no word on the Legislature's vote on the Heritage Lane property to be used for water. Rich Presti has been in discussions with John Anderson to potentially purchase some of the infrastructure from the Assabet Water Company well on Adams Drive.

Economic Development

Karen Kelleher and Jesse Steadman met with the group of people interested in an economic development committee. It was agreed to first take an inventory of existing businesses and the square footage of their space before going before the Board of Selectmen with a recommendation.

Hemenway Farm Planned Conservation Development Special Permit and Subdivision Decision:

The Planning Board discussed edits to the Hemenway Farm decision, including whether it was appropriate to give a building permit for a model home prior to the issuance of a building permit. The board agreed that the decision already allows for such action as written.

First Parish Church Discussion

The Board discussed proposed changes to the First Parish Church parking spaces. The Board agreed that the five parking spaces along the eastern end of the lot can be eliminated but that the orphaned handicapped space should be moved closer to the building and that it would be OK if the total spaces were brought down to 60 in order to make the changes. The Board agreed that the First Parish Church can formally request the change as a minor modification to the site plan approval.

Derby Woods Street Acceptance

The Board asked that Mark White update the As-Built plans with the minor corrections in Sue Carter's letter dated January 15, 2014. The Board agreed to wait until the update to recommend the street acceptance to the Board of Selectmen.

Natural Resource Protection Zoning

Discussion of Quality of Open Space Protected

The Board understands the concerns regarding the section limiting the amount of infrastructure in the open space but would like language to go beyond the 10% threshold for specific items. The Board discussed changing the percentage number based on estimates from past subdivisions.

Multi-Family Housing

The Board discussed bringing the total allowable units per multi-family dwelling from 4 – 3 to allow them to fit better within the neighborhood. The design guidance within the rules and regulations can provide photos of acceptable developments.

Process of Deciding on Open Space

The Board discussed that when the board sees a conceptual plan, that is the best time to share the plans with other boards. Ernie Dodd said the Rules and Regulations will have to discuss design guidelines thoroughly.

Setbacks

Lori Clark suggested that the setbacks from existing property lines be increased to protect existing homes from having developments closely abutting, although the setbacks from new buildings within the development can remain the same.

Affordability Restrictions

Mark Jones said that with the density bonus, he would like to discuss the potential for higher percentages of require affordable housing.

Ernie Dodd Motioned to enter into Executive Session for the purpose of discussing 323 Great Road Negotiations.

Steve Quinn Seconded.

ROLL CALL VOTE: Unanimous (Lori Clark – Yea; Ernie Dodd – Yea; Mark Jones – Yea; Steve Quinn – Yea)