

TOWN OF STOW
PLANNING BOARD

Minutes of the January 17, 2017 Planning Board Meeting

Planning Board Members Present: Lori Clark, Ernie Dodd, Len Golder, Steve Quinn,
Margaret Costello

Voting Associate Member: Mark Jones

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

Discussion of Meeting Minutes

Minutes of January 10, 2017

Ernie Dodd moved to approve the minutes as amended.

Steve Quinn Seconded.

VOTED: 4-0 Unanimously in favor (Lori Clark, Margaret Costello, Ernie Dodd, Steve Quinn -Yea).

Ernie Dodd moved to reopen the minutes of January 10, 2017.

Steve Quinn Seconded.

VOTED: 4-0 Unanimously in favor (Lori Clark, Margaret Costello, Ernie Dodd, Steve Quinn -Yea).

Ernie Dodd moved to approve the minutes as amended.

Steve Quinn Seconded.

VOTED: 4-0 Unanimously in favor (Lori Clark, Margaret Costello, Ernie Dodd, Steve Quinn -Yea).

Public Input

None.

Member Updates

None.

Len Golder arrived.

Planner's Report

Bose Minor Modification

Jesse Steadman reported that he spoke with representatives from Bose's engineering firm. They have had some difficulties in arranging the lighting system into two zones as specified

in the Special Permit Modification and may be requesting a minor modification. One of the zones included lights that would be on motion sensor through the night, while the other zone would remain lit throughout the night as specified in the previous modification. Jesse Steadman noted that with the full cutoff lighting now installed, residents who had concerns about the temporary lighting have said that the permitted lighting is a vast improvement.

Linear Retail

Jesse Steadman noted that there is correspondence in the packets from Joe Steffano of Linear Retail, outlining a few of the items that they would like to have considered as the traffic plans are furthered. Jesse Steadman said that Linear Retail, the owner of the 117 Shopping Center is interested in modifying their pylon sign and is asking if the Town would be willing to work them. Jesse Steadman said he would like to invite them to discuss sign design and permitting with staff and let them know they are happy to work with them for designs that can be permitted.

Capital Planning Budget

Jesse Steadman said that he submitted a budget amendment to include \$50,000.00 for Capital funding for a Complete Streets Priority Plan, which is reimbursable by the state. Jesse Steadman noted that with the Town at the Tier 2 stage of the program, completing a prioritization plan will allow the Town to compete for up to \$400,000 annually to create Complete Streets compliant projects. Jesse Steadman that it was not included in the original budget review due to a miscommunication with other Departments.

65 White Pond Road

Jesse Steadman said he took a ride down White Pond road and noticed that construction had commenced at 65 White Pond despite numerous Plan Modifications and Conditions outlined in the Decision. Jesse Steadman pointed the Board toward correspondence in the packets to the property owner, and noted that the property owner has ceased work and will be working with the Board to come into compliance.

Gleasondale Bridge

Jesse Steadman reported that he spoke with Howard Stein/Hudson and it appears that the survey work on the Route 62 Bridge has been completed by the State. Jesse Steadman said Howard/Stein-Hudson now has access to that survey and can begin survey work as contracted. He added that he will be in touch with engineers at the District 3 headquarters to ensure the Town is included in the subsequent bridge design process.

Jillian's Lane

Jesse Steadman reported that he will be meeting with Sue Carter, Greg Roy and the Applicant's contractors for a pre-construction meeting to discuss issues the contractors have with the Decision Modification next Wednesday. Jesse Steadman reported that he asked the contractor's to be prepared to discuss how their plans to mitigate erosion and stormwater at the site is better than those as conditioned by the Decision.

Discussion of Howard Stein Hudson Proposal for Lower Village Improvements

Jesse Steadman said that the Planning Department received an updated contract amendment from consultants at Howard Stein Hudson that would carry the project through the bidding and award phase. The Board discussed the description of work on the contract and considered the timeline and deliverables of the project phases.

Gleasondale Planning Discussion

Jesse Steadman presented a planning document that outlines the process and considerations regarding the School Lot in Gleasondale. The plan highlights results from a design forum held in September, and incorporates knowledge and findings from the Gleasondale Working Group and the UMASS Gleasondale Village Revitalization Planning process. The main considerations for improvements to the lot are parking capacity, accessibility of the site, and long term management. The document offers a table of recommendations for the Working Group and residents to consider. Implementation of the recommendations could be comprehensive or á la carte, meaning that residents could choose to put together a formalized plan to fund all improvements, or they could choose to make improvements over time. The document notes which groups would be responsible for different elements of management, though ownership of the lot would need to be determined first. The draft is still to be reviewed by the Working Group for their feedback.

The Planning Board discussed the document, and suggested adding estimated costs of the improvements. The Board noted that going forward, it may make more sense for the Board of Selectmen to have ownership of the lot.

Lower Village Planning Discussion

Jesse Steadman said that a meeting with Hudson Light and Power is scheduled for January 18th to review utility pole removals and replacements along the Lower Village corridor related to the traffic improvement project.

Jesse Steadman reviewed steps to finalize easement requests along the corridor to further the progress of the traffic improvement project.

Assabet River Rail Trail Discussion

Jesse Steadman reported that the Acton and Maynard sections of the Rail Trail are nearing completion. In a few months, the trail will be at our doorstep on both sides, with Stow as a missing link. Jesse Steadman said that he is in communication with Michele Ciccolo, who has offered to gather stakeholders to find a creative solution, as this is both a local and regional conversation.

The Board discussed management of and funding for the Rail Trail. Lori Clark noted that the Complete Streets Prioritization Plan will offer an opportunity for professional recommendations on the location and process regarding constructing the missing connection.

Discussion of Long Term Planning Goals

Jesse Steadman said that the Planning Department's largest long term projects include traffic planning, neighborhood planning efforts, bylaw revisions, and preparing for the new MS4 permit reporting process.

The Board discussed the feasibility of reviewing design guidelines in Lower Village and what impact tools such as overlay districts and rules and regulations can have over design of a business district. The Board discussed the use and spirit of temporary and flexible bylaws, as well as the potential for architectural design reviews.

Meeting Adjourned.

Respectfully Submitted,

Valerie Oorthuys