

TOWN OF STOW  
PLANNING BOARD

Minutes of the July 11, 2017 Planning Board Meeting

Planning Board Members Present: Lori Clark, Margaret Costello, Len Golder, Karen Kelleher

Associate Members: Mark Jones

Absent: Ernie Dodd, John Colonna-Romano (Associate Member)

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

**Discussion of Meeting Minutes**

**Minutes of June 27, 2017**

*Karen Kelleher moved to approve the minutes as amended.*

*Margaret Costello Seconded.*

**VOTED: 4-0 Unanimously in favor (Lori Clark, Margaret Costello, Len Golder, Karen Kelleher-Yea).**

**Executive Session Minutes of June 27, 2017**

*Margaret Costello moved to approve the minutes as written.*

*Len Golder Seconded.*

**Roll Call Vote: Lori Clark- Yea; Len Golder- Yea; Margaret Costello- Yea; Karen Kelleher- Yea.**

**Correspondence**

Lori Clark shared correspondence from Don McPherson of Minuteman Airfield, offering a tour of the Regency at Stow Active Adult Neighborhood (AAN). Don McPherson said that he thinks highly of the developer Toll Brothers and is interested in the rezoning of Stow Acres to allow for an AAN. The Board discussed the cap on AANs, which the town is just 3 housing units shy of reaching, and the Board's interest in demographic projections.

Jesse Steadman said that the correspondence from J. Melone & Sons, Inc. to the Conservation Commission is related to their Notice of Intent (NOI) filing to upgrade their stormwater infrastructure to reduce runoff into the Elizabeth Brook. Jesse Steadman said that this work could trigger an Erosion Control Special Permit, which the Town's consulting engineer will review as part of the NOI filing.

**Public Input**

*Steve Mong, of 70 Old Bolton Road, said that he plans to construct an accessory apartment at his home, which has proven frustrating with current zoning requirements. Steve Mong said*

that the dimensions allowed are too small, at 700 gross square feet, which is measured from the exterior of the structure. Steve Mong said that he intended to construct 10.5 inch thick walls for insulation, and feels that the restriction penalizes him for considering energy efficiency. Steve Mong suggested that the square footage should be an interior calculation. Additionally, Steve Mong said that the square foot limit restricts building a second floor, as the stairway is included in the calculation. Steve Mong had also designed the accessory apartment to be adaptable to ADA standards, and asked that future zoning changes incentivize this with an extra dimensional allowance for ADA compliance.

Jesse Steadman added that recent zoning reform is looking at a 900 square foot maximum, though he noted that this may still be gross floor area, rather than an interior calculation. Jesse Steadman said that it would be interesting to survey other towns to see what their dimensional requirements are.

### **Member Updates**

The Board discussed the conversation at the July 10 Special Town Meeting regarding speed limits, agreeing that many concerns voiced from residents were not what has been heard through planning processes.

### **Planner's Report**

#### **Jillian's Lane**

Jesse Steadman said that correspondence in the packets show follow up on emails between Valerie Oorthuys and Sue Carter, of Places Associates, from the last couple of weeks regarding the use of the temporary construction access. Jesse Steadman said that a Building Permit Clearance slip was issued, though the letter addressed to Ryan Aldrich, the contractor, is intended to make it clear that the alternative access is not to be used to construct the new home.

### **Lower Village Traffic Safety Improvement Project**

Jesse Steadman said that he met with Chris Malsch, the resident civil engineer at Howard Stein Hudson, and discussed construction aspects of the project. The project goes out to bid on July 12, and Chris Malsch said that they had received interest from 8 groups. It is expected that if we start on schedule, the drainage could be installed in the fall and patched up with little issue or impact over the winter, with construction picking back up in spring. Jesse Steadman said that they discussed the procedure for making field changes, and it appears that the primary concerns raised by property owners Andrew Curtis and Steve Steinberg can be addressed in the field.

### **Town Building Space Use Committee Final Report**

Jesse Steadman said that the report will be able to be shared with the Planning Board in advance of their meeting on July 18.

### **Collings Foundation**

Jesse Steadman said that he has reached out to Sue Carter, the Town's consulting engineer, regarding inspections. A schedule is in the packets obtained from the Conservation Department. Jesse Steadman said that he expects that Planning staff should hear from JMC,

the contractor, shortly to discuss the accuracy of the schedule and will be able to make sure that no unauthorized work is taking place.

Jesse Steadman said that the Board's public forum on the settlement agreement is coming up next week, on July 19. The Board discussed the format of the forum and their expectations. The Board agreed that Stow TV may record the forum.

### **Traffic Planning**

Jesse Steadman said that Mike Sallese is going to mark locations of speed signs to make a map of speed zones, which will be used for future planning around thickly settled districts. Jesse Steadman confirmed that there are no state controlled highways in Stow.

Jesse Steadman said that vacancies will be posted soon for the Complete Streets Sub-Committee, originally organized as a Working Group. The Sub-Committee will have 3 year terms for staff and Board representatives and a 1 year term for at-large members.

### **Papa Ginos**

Jesse Steadman said that Papa Ginos in the Lower Village Shopping Plaza has closed.

### **Hallocks Point Conceptual Discussion**

Jesse Steadman said that the owners of land on Hallocks Point Road would like to discuss their conceptual plans for a subdivision with their lawyer and the Planning Board at a future meeting. Hallocks Point Road is a way in existence, and the owners would like to know if subdividing is allowed if the road is brought up to standard. The Board agreed that it would be helpful to schedule a site walk prior to the conversation.

### **Discussion and Vote- Spring Hill Estates Reissuance of Erosion Control Special Permit and Site Plan Approval, 117 Walcott Street**

The Planning Board reviewed the Erosion Control Special Permit modification for Spring Hill Estates.

*Karen Kelleher moved to approve the Special Permit modification for Spring Hill Estates as drafted.*

*Len Golder Seconded.*

**VOTED: 4-0 Unanimously in favor (Lori Clark, Margaret Costello, Len Golder, Karen Kelleher - Yea).**

### **Discussion with Stow Elderly Housing Corporation Regarding Plantation Apartments**

#### **II**

Jesse Steadman said that this discussion has been scheduled for the July 18 Planning Board meeting.

### **Discussion with Verizon Wireless Representative Regarding Eligible Facilities Request, 501 Gleasondale Road**

Jesse Steadman said that this discussion will need to be rescheduled for a future Planning Board meeting.

**Highgrove Estates Restrictive Covenant Approval**

The Board reviewed the Restrictive Covenant for Highgrove Estates, noting that the road is a common drive, and not technically a subdivision.

*Len Golder moved to approve the Restrictive Covenant for Highgrove Estates.*

*Karen Kelleher Seconded.*

**VOTED: 4-0 Unanimously in favor (Lori Clark, Margaret Costello, Len Golder, Karen Kelleher- Yea).**

**Delaney Solar Escrow Agreement Approval**

Jesse Steadman said that this discussion will need to be rescheduled for a future Planning Board meeting.

**Voting Associate Member Appointment**

The Board reviewed Mark Jones' letter of interest for the Voting Associate Member vacancy.

*Karen Kelleher moved to appoint Mark Jones as Voting Associate Member for a one-year term, renewed annually.*

*Len Golder seconded.*

**VOTED: 4-0 Unanimously in favor (Lori Clark, Margaret Costello, Len Golder, Karen Kelleher - Yea).**

**Executive Session- In Accordance with M.G.L. Ch.30A s.21 for purposes of discussing ongoing litigation**

Lori Clark said that an Executive Session would not be needed at this meeting.

**Meeting Adjourned.**

Respectfully Submitted,

Valerie Oorthuys