

TOWN OF STOW
PLANNING BOARD

Minutes of the August 8, 2017 Planning Board Meeting

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

Voting Associate Member: Mark Jones
Associate Member: John Colonna-Romano

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

Discussion of Meeting Minutes

Minutes of August 1, 2017

Ernie Dodd moved to approve the minutes as amended.

Len Golder Seconded.

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

Public Input

None.

Member Updates

Mark Jones said that he attended the Zoning Board of Appeals meeting on Monday night, in which they approved several variances. Mark Jones noted one of the variances could not show a hardship. Mark Jones reiterated that it may be worthwhile to review zoning in the Lake Boon district due to their small lot sizes.

Correspondence Update

None.

Planner's Report

Hallock Point

Jesse Steadman said that on the 22nd the Applicants for a potential subdivision at Hallock's Point will be before the Board to discuss the potential for Approval Not Required lots at Hallock Point Road. Jesse Steadman said he included a staff memo to describe conversations and guidance provided by Town Counsel.

Regency at Stow

Last week's thunderstorms resulted in multiple breaches of the Regency at Stow stormwater controls, Jesse Steadman said. Jesse noted that the Conservation Coordinator walked the site with project managers and engineers to determine how best to clean up areas where silt ran directly into the wetlands. Jesse Steadman said he spoke with Sue

Carter of Places Associates and aside from repairing and strengthening the erosion controls, the problems were mainly due to terrible timing of the storms arriving the day after the road had been paved.

Jillian's Lane

Jesse Steadman said he visited the Jillian's Lane site shortly after the stormy weather and noted that while there was significant runoff at the site, most of it was contained on the property. After discussing with Sue Carter, it appears some of the haybales will need to be replaced, the basin dredged, and the construction entrance repaired to mitigate the potential for any further damage.

Lower Village

Jesse Steadman said that they have Lower Village as an agenda item for tonight but wanted to update the Board that he and the Superintendent of Streets met to discuss certain small items that can be completed by the Highway Department to cut down on some costs of the project.

Zoning Reform

Jesse Steadman noted that it appears that the Senate version of Zoning Reform will be headed back to the Committee on Community Development in September. It is possible that further changes could be made at that time. Jesse Steadman said if the Board wants to provide any further comment on the bill, August would likely be the best time to do so. Mark Draisen, the Executive Director of MAPC has also offered to attend a Planning Board meeting to hear the concerns of the Board regarding the bill.

Site Plan Approval Application Review – 501 Gleasondale Road RE Verizon Application to collocate antennae, remote radio heads and equipment cabinets at the Gleasondale Mill smokestack

Present:

David Vivian – SCG Field Services
Attorney for Verizon
Engineer for Verizon

David Vivian noted that Verizon is proposing to place antennae and remote radio heads at 110 feet elevation on the existing smokestack at Gleasondale Mill. He further noted the equipment will be located behind a stealth screen on the roof and that Verizon is now using smaller refrigerator style cabinets behind a brick façade to avoid any ground penetration for the improvements.

Ernie Dodd noted that the Board's main concern is the appearance of the smoke stack and antennae that stick out from the stack. Ernie Dodd said that there have been attempts to make the antenna blend in that have not always succeeded. Ernie Dodd noted that in some cases a solid color can often perform better than an imitation of brick patterns.

An Attorney for Verizon said that they can now take a photo of the existing brick at the site, and replicate the image on a material that wraps the antenna and radio heads to ensure a perfect match in color. David Vivian said that the screen wall on the roof is a fiberglass type material. Ernie Dodd said that the screen has been a problem in the past with not matching up. David Vivian noted the wrapping will be used for the wall as well.

Ernie Dodd said one of the vendors has previously put the requisite cable tray inside the smokestack to avoid cluttering the smokestack. It appears that the antenna and cable tray is coming up the back of the stack. An engineer with Verizon noted that the cable tray will be installed on the south side in a location that will not be easily visible from the road. He added that structurally they did not want to core through the brick and instead tried to minimize the disturbance. David Vivian said it would be difficult to use the same boring hole from previous companies as it is 1 5/8" and quite wide. Ernie Dodd noted that the brick is slightly different on the screening for the equipment than the stack in other examples from other providers. David Vivian said the wrap can be as detailed and varied as needed.

Ernie Dodd noted his preference for keeping the elements as close to the existing structure as possible due to the number of providers on the smokestack. David Vivian said the maximum protrusion of the antennae is about two feet. Ernie Dodd said that it is an improvement over the triangle mount. Ernie Dodd asked why it cannot be put on the surface of the stack. David Vivian said they are now using remote radio heads to boost signals, which they did not use in the past, and are required to be slightly protruding at angles from the antennae.

In response to the issue of lighting, the engineer for Verizon said that there are two lights in the enclosure and they are both on a timer and only used for the technician to access the equipment at night.

Ernie Dodd said that he would prefer to go on a site walk to understand the impact of the improvements on the mill.

David Vivian said that they could issue the Decision with a condition that a Building Permit not be issued until a site walk has taken place. The attorney for Verizon confirmed that the only other condition regarding work would be the use of the wrapping material on the antenna and screen. The Board confirmed.

John Colonna- Romano asked about the generator. David Vivian said the generator is for emergency purposes and in order to keep it in good working order you typically want to run the equipment for 20 minutes every two weeks. He added that the generator operates 67db at seven meters distant.

*Ernie Dodd moved to approve the Site Plan for Verizon Antenna and Cabinet Screening at 501 Gleasondale Road subject to the agreed upon conditions.
Len Golder seconded.*

VOTED (5-0) Unanimously in favor. (Ernie Dodd, Margaret Costello, Mark Jones, Len Golder, Karen Kelleher, Lori Clark)

Collings Foundation Hammerhead Lot Special Permit

Request for Extension of Special Permit

The Planning Board discussed the Request to Extend the Special Permit for the Collings Foundation Hammerhead Lot and found that the original surveying and engineering company that created the plan has gone out of business. For this reason, the Board found that good cause could be shown for the delay in amending the plans to meet the standards of Andrew Survey and Engineering.

Ernie Dodd moved to extend the Collings Foundation Hammerhead Lot Special Permit until October 31 with the condition that the Special Permit must be approved, endorsed, and recorded prior to a Building Permit being issued.

Len Golder seconded.

VOTED (4-0) Unanimously in favor (Lori Clark; Margaret Costello; Ernie Dodd; Len Golder; Karen Kelleher abstained).

Delaney Street Solar Project

Consideration of Escrow Agreement

The Planning Board discussed AES Distributed Energy's request to add an additional address of a Key Bank location in Massachusetts as a carbon copy to the Kansas City, Missouri address, since that location is where the property division is located.

The Planning Board agreed the change was sufficient and asked Jesse Steadman to notify the company to create an agreement in a form for execution by both parties.

227 Harvard Road Approval Not Required Plan

Duncan Thorne - Present

Duncan Thorne noted that the hard money lender that is financing the property in which he intends to build a new home does not want all of the items that he owns on the lot where the house is going to be located. Duncan Thorne noted that the lot will be reconstituted with the lot that is being separated for the purpose of obtaining financing. He will merge it later on. He noted that no personal property on the site is being developed.

Ernie Dodd moved to endorse the Approval Not Required Plan of Land for Stow Massachusetts Lot BB-1BBA and Parcel 1A and to authorize Jesse Steadman or Karen Kelleher to endorse the plan.

Len Golder seconded.

VOTED (5-0) Unanimously in favor. (Lori Clark, Margaret Costello, Ernie Dodd, Len Golder, Karen Kelleher)

Lower Village

Jesse Steadman provided the Board with an update on the status of right of way negotiations with several landowners along Great Road.

Jesse Steadman noted that he and Lori Clark have been working with the consultants to mitigate the impact to property at White Pond Road due to Kathleen Fisher's refusal to provide a temporary easement for construction of the improvements. Lori Clark noted that she asked Ms. Fisher to have the property owner's surveyor meet with the Town's surveyor to discuss the boundaries that the property owner has challenged. Lori Clark said that Ms. Fisher has not provided the name of the surveyor that placed stakes at the property lines.

Lori Clark said that she believes a formal communication to the property owner stating the plan that the Town is taking and provide the last opportunity to discuss mitigating measures is warranted.

Lori Clark said that she would like the Board to be prepared for what is going to happen when work commences. Jesse Steadman noted that the corridor was originally surveyed by Coler and Colantonio, with Howard Stein Hudson later confirming it for use in the 100% design plans. Lori Clark noted that she hopes Ms. Fisher will offer to have the two surveyors meet for the purpose of comparing methodologies.

The Board noted that any irrigation in the area should be pointed out to the contractor prior to construction.

Planning Board Goals and Annual Work-plan

Lori Clark explained the list provided by Planning Department staff, stating that it essentially separates tasks into work that has already been committed to and elective items the Board can decide it would like to pursue.

Jesse Steadman updated the Board on a variety of topics.

The Planning Board created the following list of priority items for addressing, as shown below.

High Priorities

Lower Village Zoning
Gleasondale Mill Overlay Zoning or other items in zoning
Design guidelines

Other lower priority items include:

- Non-Conforming Use zoning
- Updating the Sign bylaw

- Discussing whether to lift the cap on Active Adult Neighborhoods
- Inclusionary Zoning Amendments

The Board discussed the process for updating the Master Plan, including the benefits of a simple update and a living document that can be constantly updated. The Board agreed that the Charter for Stow requires the Selectmen to appoint a Committee.

Meeting Adjourned.

Respectfully Submitted,

Jesse Steadman