

TOWN OF STOW PLANNING BOARD

Minutes of the January 13, 2009, Planning Board Meeting.

Present: Planning Board Members: Ernest E. Dodd, Laura Spear, Kathleen Willis and Steve Quinn

Associate Member: Lori Clark (Non-Voting Associate)

Planning Coordinator: Karen Kelleher

CORRESPONDENCE

Villages at Stow – Kathleen Willis noted a copy of an email from the Zoning Board of Appeals concerning financial statements for the Villages at Stow and was curious if the Housing Authority is monitoring the financials. Karen Kelleher explained that the Housing Authority is responsible for monitoring affordable units.

Traffic Report - Members reviewed the traffic report information received from Tory Fletcher for Route 62 at the Town Line and noted that the numbers look lower than those reported in the Lower Village Study.

Public Hearing Notice – Proposed New Stormwater Regulations, 314 CMR 21.00 Members were reminded of the DEP Public Hearing on proposed Stormwater Regulations to be held on January 22, 2009 in Worcester or January 23, 2009 in Boston.

MINUTES

December 9, 2008 – ***Kathleen Willis moved to accept minutes of the December 9, 2008 meeting, as amended. The motion was seconded by Steve Quinn and carried by a unanimous vote of four members present (Laura Spear, Kathleen Willis, Ernie Dodd and Steve Quinn).***

December 9, 2008 Executive Session – ***Kathleen moved to accept minutes of the December 9, 2008 Executive Session Meeting, as amended. The motion was seconded by Steve Quinn and carried by a unanimous vote of four members present (Laura Spear, Kathleen Willis, Ernie Dodd and Steve Quinn).***

January 6, 2009 - ***Kathleen Willis moved to accept minutes of the January 6, 2009 meeting, as amended. The motion was seconded by Steve Quinn and carried by a unanimous vote of four members present (Laura Spear, Kathleen Willis, Ernie Dodd and Steve Quinn).***

PUBLIC INPUT – None

PLANNING BOARD MEMBER'S UPDATES

Master Plan Committee – Kathleen Willis reported that the Master Plan Committee will be holding a Public Forum on results of the Survey on February 4, 2009. Karen Kelleher noted that part of the forum will also focus on land use mapping.

COORDINATOR'S REPORT

Karen Kelleher reported that the Master Plan Committee discussed the pros and cons of Town Meeting adoption of the Plan. Michelle Ciccolo of The Ciccolo Group advised that, if adopted by the Planning Board, it would be easier to amend; however, it would have more credibility when seeking grants, if adopted by Town Meeting.

124 Great Road – Carwash proposal

Karen Kelleher forwarded an electronic copy of the carwash plans to Marty Hilfinger of Groundwater & Environmental Services, Inc., the LSP for the former Mobil Station Site. He will discuss with his client, Mobil/Exxon and get comments back to us as soon as possible.

Jack Wallace, Stow Health Agent, received a copy of the status report filed with DEP on September 12, 2008 and forwarded a copy to the Planning Department. Karen Kelleher forwarded a copy of the carwash plans to DEP for their review and comment.

Karen Kelleher noted that the Applicant asked for a continuance of the Public Hearing to the end of February or early March. Karen Kelleher recommended that abutters be notified in writing, if the Board agrees to a continuance. Members agreed to continue the Public Hearing to March 17, 2009 at 7:30 p.m.

Jack Wallace and Marcia Rising of the Board of Health confirmed their availability for Thursday, January 15th at 9:00 a.m. to discuss their file on the carwash proposal.

Karen Kelleher followed up with Greg Roy of Ducharme and Dillis on the Board's request for a site walk and a visit to some existing carwash sites.

- Greg Roy would like to get an idea of Planning Board Members' availability for the site walk. Planning Board Members prefer to wait until a time closer to the continuance, in hopes that the snow may be gone.
- Karen said Greg Roy also confirmed that he is trying to set up a tour of an existing carwash, which may be problematic from a competition standpoint.
- Greg Roy is also researching websites and asked what information the Board is interested in seeing. Board members said they would like to get an understanding how the carwash works, how the water is recycled and how the filtration works. They are also interested in maintenance and how much of the water is treated.

Wildlife Woods – Woodland Way Extension

Both the Planning and Selectmen's office received complaints that the Woodland Way extension is not being plowed or maintained. Mark White, Bentley Builders, explained that he does not plan on plowing that section of the road due to concern about liability, as residents from the adjacent neighborhoods speed through the road. There are no homes located along this section. Mark White explained that he handled the connection to North Shore Drive in the same manner.

Kettell Plain Road – Inland Survey will have plans to us with revisions, as requested, in time for a Town Meeting Warrant Article.

BOARD OF SELECTMEN MEETING – TREE REMOVAL

Ernie Dodd left the meeting to attend the Board of Selectmen Meeting on the proposal to remove trees on Sudbury Road for construction of a sidewalk.

LOWER VILLAGE FENCE SPECIFICATIONS

Members reviewed proposed changes to Lower Village Fence Specifications, as recommended by the Lower Village Committee. Laura Spear explained that the Committee thought that the revision would be better to allow flexibility when installing the fence.

Kathleen moved to modify the Lower Village Fence Specifications, as recommended by the Lower Village Sub-Committee. The motion was seconded by Steve Quinn and carried by a unanimous vote of three members present (Laura Spear, Kathleen Willis and Steve Quinn).

FENCING STYLE AND SPECIFICATIONS FOR USE IN THE STOW LOWER VILLAGE

Fencing shall be of a consistent style and have a consistent installation, unless otherwise specifically exempted by The Town of Stow Planning Board. The specifications are as follows:

Granite Posts

Posts shall have the following attributes:

- shall be of gray granite
- shall be seven (7) inches by seven (7) inches by six (6) feet long
- hand-split stone is the preference; however, if unavailable, granite post faces shall be of the "thermal/split" style
- shall be fitted with brackets for two wooden rails on each post with the hole for the top bracket being drilled such that the top of the upper rail shall be 8" (eight inches) from the top of the post and the lower bracket hole being drilled such that the top of the lower rail shall be 26" (twenty six inches) from the top of the post.
- brackets shall be installed such that the rails are fixed in a diamond-type orientation with a point of the rail located at the top center.

Wooden Rails

Wooden rails shall have the following attributes:

- shall be 4" x 4" (four inches by four inches) by 8' (eight feet) in size and cut from rough sawn lumber
- shall be stained (NOT painted) on all four faces using an acrylic or oil based solid color stain, such as or equal to the Cabot stain in their color called "Granite".

Fence Installation

- The fencing shall be installed as follows:

- the top of the posts shall be 4' (four feet) above ground level
- the posts shall be set to accommodate an 8' (eight foot) rail between each post
- the posts shall be set vertical (leveled) in all directions
- the posts shall be dry set ~~by compacting small stones around the majority portion of the post in the hole – this method allows easy leveling~~
- mulch shall be applied in the top few inches of the posthole ~~to cover the stones and to allow grass to grow around the base of the installed fence post.~~
- if mulch is not appropriate, topsoil shall be applied in the top few inches of the posthole ~~to cover the stones and to allow grass to grow around the base of the installed fence post.~~

ORCHARD VIEW (BRANDYMEADE ROAD) SUBDIVISION

Karen Kelleher will work with Sue Sullivan, the Board's Consulting Engineer, for a quote to repair the detention basin at the Orchard View Subdivision Brandymeade Circle.

REQUEST FOR PUBLIC HEARING CONTINUANCE – SPECIAL PERMIT APPLICATION FOR CARWASH AT 124 GREAT ROAD

Members discussed the request from Lower Village LLC to continue the Public Hearing for the proposed carwash at 124 Great Road to late February or early March.

Kathleen Willis moved to continue the Public Hearing for the proposed carwash special permit to March 17, 2009 at 7:30 p.m. and request that the Applicant notify the abutters of the change. The motion was seconded by Steve Quinn and carried by a unanimous vote of three members present (Laura Spear, Kathleen Willis and Steve Quinn).

ZONING BYLAW AMENDMENTS

Ernie Dodd returned from the Board of Selectmen Meeting during this discussion.

Members reviewed a list of potential zoning bylaw amendments:

- Accessory Apartments – fee in lieu of affordable housing
- Active Adult Neighborhood – adjust the mix of units constructed on-site and fees in lieu of affordable units
- Accessory Apartments by right
- Signs – Laura Spear reported that Steve Dungan is looking at the Sign Bylaw. She reviewed some of his proposed changes and they seem to make sense. Laura noted that the Bylaw does not address ladder signs at all. It was noted that the Acton Bylaw does not allow ladder signs. Many of the shopping centers, such as the plaza at Route 2A and 27 and Gould's Plaza have destination signs. Steve Quinn said he thinks it is important to do something about signs soon, as we will be seeing some changes in that area (Presti property, Stow House of Pizza, as well as the Shopping Center is being revamped). Members agree that it is reasonable for a single destination sign, but business owners don't like the idea.
- Form Based Zoning – Members discussed the concept of form based zoning. All agreed that form based zoning would be best for Village zoning. Karen Kelleher noted that Donna Jacobs volunteered to work with the Board on a proposed bylaw. Steve Quinn said the

Town should be business friendly while steering development to what the Board prefers. Karen Kelleher said it is important to do something with zoning for Lower Village in light of plans for water. It was noted that Lowell, Weymouth and Amherst are working on form based zoning bylaws. Members agreed to invite Donna Jacobs to a meeting to discuss further.

- Members agreed that Parking needs to be addressed, but not for this coming Annual Town Meeting.
- Members agreed that Non-conforming Uses section needs to be addressed, but not this coming May. Ernie Dodd said this subject will probably take a full meeting to discuss with Town Counsel.

Design Funds for the east end Lower Village Roundabout – In addition to proposed Zoning Bylaw Amendments, the Board discussed whether to put forward a warrant article for design funds for the east end Lower Village roundabout. Steve Quinn and Lori Clark said they still need to review the traffic study before taking a position on the proposed roundabouts. Lori Clark said it will be hard to convince her on the Elm Ridge Road roundabout. Ernie Dodd noted that the Pompositicut Roundabout should be looked at first, but the Study did say it would be most effective, if we had both.

BOARD OF SELECTMEN MEETING – TREE REMOVAL

Ernie Dodd updated the Board on the Board of Selectmen meeting regarding the proposal to remove trees on Sudbury Road for construction of a sidewalk and reported that the Board of Selectmen approved removal of the trees for a sidewalk. Ernie Dodd also reported that the Board of Selectmen also approved removal of trees, from Kingland Road to North Shore Drive, to accommodate Hudson Light and Power's plans to install poles. Steve Quinn asked if Hudson Light and Power considered putting the lines underground? Ernie Dodd said they have not because of the cost to install and the fact that it is also cheaper to maintain the above ground wires. Bruce Fletcher noted that underground utilities would also require the removal of many more trees.

SUBDIVISION RULES

Members reviewed and agreed to amendments to Section 7.8.3 of the Subdivision Rules and Regulations (attached).

Kathleen Willis will work on proposed amendments to Section 8.9 (Street Trees and other Vegetation) and Appendix B (Typical Tree Planting Detail and Plant Species for Cul-de-sac Islands).

Members will focus on Appendix B (Right of Way Profiles, Typical Structural Section, Roadway Typical Block Catch Basins, Typical Block Manhole and Silt Fence Detail) at the January 27, 2009 working meeting.

The meeting adjourned at 9:50 p.m.

Respectfully submitted,

Karen Kelleher
Planning Coordinator

7.8.2.3 The Board may require alternate means of access to a through street or improvements on the existing single access street or within the adjacent street network, in order to ensure adequate safety and access to all dwellings in the proposed subdivision.

**7.8.3 Additional Design Standards for Cul-de-Sac Streets Turnarounds
A cul-de-sac street turnaround shall be designed using one of the two following layouts:**

7.8.3.1 ~~A loop turnaround which shall be offset in relation to the street to form a 'q' whereby the street intersects with itself in a 90 degree angle as shown in the drawing below.~~

- a) The sideline diameter of ~~the a~~ cul-de-sac **circle or loop** shall be selected to provide a constant shoulder width throughout the entire road except that at the intersection the shoulder width may vary to meet other requirements of these Rules.
- b) **The centerline diameter in the loop turnaround shall be at least 100 feet. There shall be a minimum radius of thirty feet (30') at the intersection of street with a cul-de-sac circle or loop.**
- c) ~~There shall be no more than 3 driveways or common driveways accessing the loop turnaround. A landscape plan shall meet the approval of the Board.~~
- d) ~~The A~~ loop turnaround shall feature a landscaped center island encircled by sloped granite curb, type SA. ~~The topography of the center island shall be slightly convex in shape to prevent pooling of water and shall be landscaped in the following manner:~~
 1. ~~From the edge of the berm in to a distance of eight feet (8'), the area should be smooth, loamed to a depth of six inches, and planted with perennial turf grasses.~~
 2. ~~The balance of the island shall have a varied topography and shall be planted with nursery stock, planted in accordance with the standard planting detail sheets in the Appendix, and shall include a mixture of tall-growing deciduous shade trees and smaller deciduous ornamental trees.~~
 3. ~~The ground surface of this area shall be planted with turf grass, meadow grass mix or hardy non-invasive, low-maintenance groundcover.~~(Refer to Appendix **B** for required spacing and minimum caliper size of trees and for suggested plant species.)

–SKETCH DELETED –

7.8.3.2 Using the same layout as in 7.8.3.1, a T-shaped turnaround as shown in the drawing below. Single access streets of five hundred feet (500') or less in length, or serving fewer than six (6) lots, may be designed with alternative turnaround designs such as "Y-shaped" and "T-turn" turnarounds designed to accommodate SU30 vehicles.

- a) ~~One leg of the turnaround shall be located to the left of the street and positioned perpendicular to the other leg and to the street approaching the turnaround.~~
- b) ~~Pavement of the turnaround legs shall be of the same width as in the remainder of the cul-de-sac street.~~

- c) ~~The turnaround legs shall be straight, and shall be 60 feet long measured along the centerline from the intersection of the legs to the end of pavement.~~
- d) The street approaching the turnaround shall also be straight for a minimum distance of 60 feet.
- e) There shall be no driveways or common driveways off the ends of the turn-around legs, within 10 feet from the end of pavement, or in the intersection roundings.
- f) A "No Parking" restriction shall be posted in the turnaround.

~~–SKETCH DELETED –~~

7.8.3.3 ~~There shall be no more than 10 residential dwelling units on a cul-de-sac street or series of streets having only one terminus onto a through street. To construct more than 10 dwelling units a secondary means of access, adequate in the opinion of the Board, shall be provided. Intentionally left blank~~

- a) ~~Where a proposed residential subdivision will increase any number of existing dwelling units on an existing cul-de-sac or single access street to more than 10, the Board may require alternate means of access to a through street or improvements on the existing single access street or within the adjacent street network, in order to ensure adequate safety and access to all dwellings in the proposed subdivision.~~

7.8.3.4 In non-residential subdivisions, there shall be no more than 250,000 square feet of floor area on a single access street or a series of streets having only one terminus onto a through street. To construct more than 250,000 square feet of floor space, a secondary means of access, adequate in the opinion of the Board, shall be provided.

7.8.3.5 Subdivision design shall provide for continuation of streets between adjacent properties. If the adjacent property is undeveloped and a street must be dead-ended temporarily, the right-of-way shall extend to the property line. A ***cul-de-sac*** turnaround shall be provided in accordance with these Rules, and a stub street shall be constructed from the end of the ***cul-de-sac turnaround*** for a distance of fifty feet (50') or to the end of the right-of-way, whichever is shorter. Roadway easements in the segments of a turnaround lying outside of the right-of-way shall be temporary and shall terminate pursuant to G.L. Chapter 41, Section 81M when the street is extended beyond the stub street.

- a) The subdivider who extends a temporary ***cul-de-sac turnaround*** at a later date shall remove the pavement, relocate any sidewalks, extend any driveway entrance and properly grade, loam and seed the areas included within the temporary easements. All such work shall be deemed to be part of the required improvements of the connecting subdivision.

7.8.4 Street Intersections

7.8.4.1 Streets shall be laid out so as to intersect as nearly as possible at right angles.

7.8.4.2 No street shall intersect any other street at less than 60 degrees.

- 7.8.4.3 Curves of street sidelines at street intersections must have a radius of not less than 25 feet, except where the angle of intersection varies more than 10 degrees from a right angle, in which case the radius of the curve connecting the acute angle may be less and the opposite radius must be correspondingly greater.
- 7.8.4.4 New street intersections with collector or arterial streets shall be kept at a minimum.
- 7.8.4.5 Street lines at intersections shall be cut back to provide for sideline radii of not less than 25 feet.
- 7.8.4.6 Wherever possible, adjacent street intersections along an existing and/or proposed arterial or collector street shall have a minimum centerline offset of ~~1000~~ 500'.
- 7.8.4.7 Adjacent access street intersections within a network of existing and/or proposed access streets shall have a minimum centerline offset of 125' (see sketch).
- 7.8.4.8 An intersection of access streets adjacent to an intersection with an arterial or collector street shall have a minimum centerline offset of 300' from the arterial or collector street. (see sketch).