

AGENDA
BOARD OF SELECTMEN
September 28, 2010
7:00 p.m.
Town Building

Public Input

Chairman's Comments

Town Administrator's Report

Meeting Minutes

Visitors

7:10 p.m. November 2 election ballot – Town Clerk Linda Hathaway

7:15 p.m. Stow Gobbler permit – Organizers Allie Allaire and Abby Hurd

7:20 p.m. Minuteman Regional Task Force – Stow School Committee rep Alice DeLuca

7:35 p.m. Historical Commission applicants and appointments

Action/Discussion

Warrant for Special Town Meeting – review of articles

Surveyor of Wood and Lumber vacancy

Assabet Water update

Review priorities

Standard Operating Procedures

Liaison Reports, if any

Correspondence

Adjournment

Posted 9/23/10

Correspondence

Town:

Series of email re resident request for Surveyor of Wood and Lumber or other assistance, 9/14-22

Status update from Pompo Use Study Committee to all departments and committees, rec'd 9/16

Cc of Town Clerk memo to Pedestrian Walkway Committee on parking at Town Building, rec'd 9/16

Cc of resident letter to ZBA chair on deadline for comments on Plantation II application, rec'd 9/17

Cc of ZBA notice to Town Clerk of increase in required number of application copies, rec'd 9/17

Several copies of posted hearing notices for ZBA applications, rec'd 9/21

General:

Notice and Cable Services Buying Guide from Dept of Telecomm and Cable, rec'd 9/16

495/MetroWest Partnership Update for September, rec'd 9/17

Comcast notice of rate changes, rec'd 9/20

Announcement from Lt Gov's office of MassWorks Infrastructure Program, rec'd 9/20

Stow Selectmen's Office

From: ahurd721@comcast.net
Sent: Sunday, September 05, 2010 8:51 AM
To: selectmen@stow-ma.gov; selectmen@stow-ma.gov
Cc: Laura Greenough; Emily Hurd; Sue Allaire; allie907@gmail.com; allie907@gmail.com
Subject: selectman meeting- Stow Gobbler

Dear Ms. McLaughlin:

Allie Allaire and I are organizing this Thanksgiving's Stow Gobbler 5K Road Race, and we were wondering if we could be put on the agenda for the upcoming September 28th or October 12th selectman meeting. We are hoping to get approval for our race.

Thank you.

Abby Hurd
(978) 897-1130

STOW HISTORICAL COMMISSION NOTICE OF VACANCY

The Stow Historical Commission is a five-member commission appointed by the Board of Selectmen. As defined by Massachusetts General Law Chapter 40, Section 8D, its mission is to preserve, protect, and develop the historical or archeological assets of Stow.

The Board of Selectmen is accepting applications for four members for terms as defined below.

Responsibilities include:

- Updating and maintaining a community-wide inventory of Stow's historic buildings and landscapes
- Overseeing an archeological reconnaissance survey of the Town and cooperating with state archeologists who may conduct similar research and surveys
- Defining and sponsoring historical projects for Community Preservation funding
- Applying for state and federal grants for appropriate historical preservation projects
- Maintaining the Old West School building
- In coordination with the Cemetery Superintendent, furthering ongoing efforts to restore cemetery headstones
- Acquiring and maintaining other historical properties and artifacts as appropriate
- Managing an historic plaque program for eligible houses
- With the approval of the Board of Selectmen, making recommendations to the Massachusetts Historical Commission that specific places be certified as historical or archeological landmarks
- In cooperation with property owners, nominating buildings, sites, structures, objects, and districts worthy of National Register of Historic Places designation, based on local and state surveys
- Sponsoring Town bylaws to promote the preservation and maintenance of historic buildings and places
- Protecting sensitive historical sites from degradation
- Conducting educational events and producing educational materials relating to the history of Stow and the Commission's activities
- Responding to requests for information about historic areas in Stow
- Making appropriate suggestions to the Board of Selectmen and other Town Boards about protecting and preserving historic sites and areas of Stow
- Working in cooperation with other municipal agencies to insure that the goals of historic preservation are considered in planning for future development
- Coordinating activities with other historical organizations in Town
- Administrating annual budget approved by Town Meeting

Priorities for FY2011:

- Oversee the execution and completion of the historic inventory project-- funded by Community Preservation funds-- according to the latest Massachusetts Historical Commission (MHC) standards
- Finalize an official location for displaying the "Stow musket" and its case
- Develop a plan for an archeological reconnaissance study
- Investigate a demolition delay bylaw to bring to the 2011 Annual Town Meeting

Qualifications:

- A sincere interest in the history of Stow
- A willingness to define, accept, and carry out assignments against priorities
- A commitment of time and attendance at regular meetings
- Excellent communication and organizational skills
- Team player with discipline and decisiveness
- A registered voter of Stow
- Experience as an historian, attorney, architect, business or project manager, or builder and knowledge of preservation are desired but not required

Term:

One position for an unexpired three-year term, expiring June 30, 2011

One position for an unexpired three-year term, expiring June 30, 2012

Two positions for three-year terms, expiring June 30, 2013

Application:

Individuals interested in serving should submit a letter of interest and a resume to the Board of Selectmen by 5:00 p.m. on September 7, 2010.

Stow Selectmen's Office

From: Janet C. Stiles [jcstiles@massmed.org]
Sent: Monday, September 06, 2010 7:16 PM
To: Selectmen@stow-ma.gov
Subject: Fw: letter of interest for Stow Historical Commission

-----Original Message-----

From: "Janet C. Stiles" <jcstiles@massmed.org>
Sent 9/6/2010 7:14:27 PM
To: Selectmen@stowma.gov
Subject: letter of interest for Stow Historical Commission

To: Stow Board of Selectmen

From: Janet C. Stiles, M.D.

Date: September 6, 2010

This is to confirm my interest in serving Stow as a member of the Historical Commission. I applied in May and was the only town resident who stepped forward to volunteer for the committee in accordance with the posted time requirement. I was supported by and continue to be nominated by the Stow Historical Commission members. I have attended and participated in the meetings of the Historical Commission over the past year. Our family has maintained a residence in Stow for close to a century and I have developed a deep appreciation of the importance of preservation of our town's history.

My background is in medicine and social science. I am a medical doctor and also hold a master's degree in public administration from Harvard. I am a board member of our State Medical Society's history, arts and culture committee and I am a lifetime member of a national family genealogy association. I have been a strong supporter of the protection of Stow's unique historical buildings and have a platform of speaking and writing on many occasions to advocate the preservation of our heritage landmarks.

I believe that it is vital to include different points of view on issues, to provide and not exclude, checks and balances in local government. I hope to join the Stow Historical Commission and will work with our town officers and residents to preserve our valued history.

Sincerely yours,

Janet C. Stiles, M.D.

9/7/2010

104 Pine Point Road
Stow, MA 01775
August 11, 2010

RECEIVED

AUG 12 2010

Town of Stow
Board of Selectmen

I am interested in applying for one of the open positions on the Stow Historical Commission. I would like to see our Historical Commission be revived into an active working committee. As a committee we should be able to preserve and protect our archeological assets of Stow. The inventory of historic buildings and sites is important to the town's future planning. I believe I have the skills and work experience to help accomplish this task. My work experience as a Draftsperson, Documentation Manager and record keeping experience would probably be a good fit for this position or committee. I am now retired and would like to do something for the town in which I grew up.

I am enclosing a copy of the e-mail and form from the State Ethics Commission as I am enrolled in the Tax Work Off Program and currently working for the Historical Commission.

Thank you for your time and consideration. I look forward to hearing from you soon.

Very truly yours



Dorothy A Spaulding

DISCLOSURE OF FINANCIAL INTEREST BY SPECIAL MUNICIPAL EMPLOYEE AND APPROVAL BY OF EXEMPTION

AS REQUIRED BY G. L.C.268A, §20(c) AND §20(d)*

Note: You are eligible for this exemption only if you satisfy the requirements of a "special municipal employee," G.L.C. 268A §1(n), as follows:

- you are a selectman in a town with a population of ten thousand or fewer persons; OR
- you are not a mayor, a member of the board of aldermen, a member of a city council, or a selectman in a town with a population in excess of ten thousand persons; AND
- you occupy a position for which no compensation is provided; OR
- you occupy a position which, by its classification in the municipal agency involved or by the terms of the contract or conditions of employment, permits personal or private employment during normal working hours; OR
- you do not earn compensation as a municipal employee for an aggregate of more than eight hundred hours during the preceding three hundred and sixty-five days; AND
- your position has been expressly classified by the city council, or board of aldermen if there is no city council, or board of selectmen, as that of a special municipal employee

RECEIVED
AUG 18 2010

Name:	DOROTHY A SPAULDING
Title or Position:	MEMBER
Agency/Department:	STOW HISTORICAL COMMISSION
Agency Address:	
Office Phone:	
Contracting municipal agency:	
Contract is for (Attached additional pages if necessary):	
Financial interest of employee and immediate family (Attach additional pages if necessary):	ENROLLED IN SENIOR TAX WORK OFF PROGRAM. CURRENTLY ASSIGNED TO DO INVENTORY OF STOW HISTORICAL COMMISSION OFFICE.
Employee Signature:	DOROTHY A SPAULDING
Date:	AUGUST 11, 2010

**APPROVAL OF EXEMPTION
(needed for §20(d))**

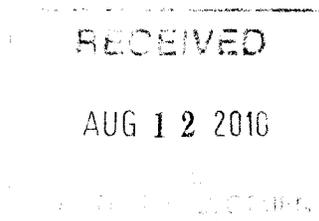
The city or town council, board of aldermen, or board of selectmen approve this exemption from §20.

Signature:	
Date:	

After disclosure (and approval, if needed) are completed and signed, file this form with the city or town clerk.

Attach additional pages if necessary.

Subj: **Your inquiry**
Date: 8/6/2010 3:48:24 P.M. Eastern Daylight Time
From: [REDACTED]
To: [REDACTED]



Dear Ms. Spaulding,

This is to summarize the advice I just gave you under the conflict of interest law, G.L. c. 268A. You are currently working for the Stow Historical Commission as part of the tax work off program. There is an opening on the Historical Commission, and you asked whether it would be a conflict of interest for you to hold both positions.

You can hold both the tax work off position with the Historical Commission, and be on the Commission, if the Stow Select Board approves your having both positions. You can use the attached form to ask them for permission to hold both positions. The purpose of the form is to disclose to the Select Board that you want to hold both the Commission position, and a paid position with the Commission under the tax work off program. When you fill out the form, put the information about the Historical Commission position in the first few lines, and then put the information about your tax work off position in response to the questions about "contract" and "financial interest" (your "financial interest" is the amount of credit on your taxes that you get from doing the job). There is a space at the bottom for the Select Board to sign if they approve your holding both positions.

If the Select Board approves your holding both positions, then you should be sure not to participate as a member of the Commission in any matter that affects your own financial interests. For instance, if the Commission votes whether to go on using help provided through the tax work off program, you should not participate, since you have a financial interest in that job continuing.

Feel free to contact me if you have any questions.

Deirdre Roney
General Counsel, State Ethics Commission
1 Ashburton Place, Rm 619
Boston, MA 02108
(617) 371-9509
droney@eth.state.ma.us

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RECEIVED

August 24, 2010

AUG 24 2010

TOWN OF STOW
DEPARTMENT OF SELECTMEN

To the Selectpeople of Stow.
Town of Stow, Mass.

I am herewith expressing an interest in serving on the Stow Historical Commission (the unexpired term ending June 30, 2012)

I think its quite evident that I have a strong affection for the Town of Stow.

When I served on the many committees I did so with a goal in mind, and left when it was achieved.

I served the trustees of Randall Library first as an associate, then as an appoimtee for a year and then elected. As the Chairman I pushed to bring the Library into compliance with ADA and also to join the computer age and join the Minuteman Network. Helped in applying for a grant which we received.

Then I was appointed to the Center Common Committee which was struggling to plan for an appropriate memorial for the Veterans of Stow. We did it and brought it in under budget and in record time.

At the same time I applied for the Shell Oil Grant Petals (with the Garden Club) and a Warren Fund Grant. With this money the Garden Club was able to Landscape the Memorial and the Wait Station with no cost to the town.

Being sick and tired of the Hudson Power/Town of Stow debacle, I ran for the SMED Board. With the three new members we were able to reach a settlement with Hudson which established a PILOT payment, Rate favorable for the town and a Stow Member on the Hudson Power Board.
I Baked lots and lots of cookies.

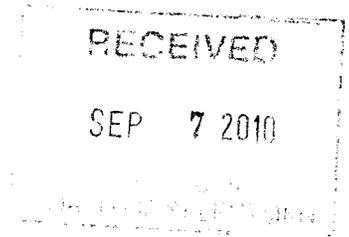
As a member of the civic beautification committee of the Stow Garden Club we received a grant to help with the redesign ~~the~~ ^{and} landscaping of the Town Building. I am now serving as President of the Garden Club. I am also an associate on the Pedestrian Walkway Committee.

My goal on the historical commission would be to help achieve all the mandates, expediently, efficiently, PEACEFULLY and with as little cost to the town as possible.

Sincerely



Leslie Kriebel
28 Maguire Lane
Stow, MA 01775
978-897-7037



Dear Members of the Board of Selectmen of Stow:

I am interested in being considered for membership on the Stow Historical Commission for the position which expires in June 2011.

I am a registered voter in Stow and live in one of Stow's older homesteads on Maguire Lane. I have always had an interest in things historical and value the efforts to preserve and educate fellow citizens on our local heritage. I have lived overseas in poor countries where preservation projects and volunteer time devoted to that preservation is far too costly. Failure to preserve information about the past and its artifacts causes us all to undervalue the wealth and resources that we have. Unfortunately preservation requires some hard choices and decisions as well.

I have spent most of my work life either as a college teacher or academic librarian. These two career tracks have made use of strong administrative, organizational, and research skills. Throughout my work life I have served on a wide variety of task forces and committees, designed and conducted research projects and surveys, analyzed and presented data, overseen grants and written grant reports, negotiated some licenses, and interpreted and argued contract agreements.

My own work in sociology has tended toward the historical. Although I grew up around the Delaware River in Pennsylvania (near Washington's Crossing), my own family genealogy traces back to the Stones of Watertown, Massachusetts who sold their family land of several generations to the founders of the Mount Auburn Cemetery. My great great great grandfather, Asaph Stone, fought against the British as they were retreating from Concord in April 1775.

It would be an honor to contribute to Stow's Historical Commission and work with others who are motivated by this interest and concern in preservation and education.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read "Leslie Kriebel". The signature is fluid and cursive.

Leslie Kriebel

9/4/10

LESLIE KRIEBEL

28 Maguire Lane

Stow, MA 01775

H:(978)897-7037

lkriebel@comcast.net

EDUCATION

- Ph.D., Sociology, University of Massachusetts, Amherst, MA. 1999
M.A., Sociology, University of Massachusetts, Amherst, MA. 1992
-- Reader in Sociology. Columbia University, New York, NY. Fall 1984 - Fall 1986
B.A., Sociology, *cum laude*, University of Massachusetts, Amherst, MA. 1980

TEACHING POSITIONS (Selected)

- Wheaton College, Norton, MA. Visiting Assistant Professor. 8/07-6/08
University of Massachusetts/Boston, Sociology. Adjunct Professor. 9/01 - 8/07
University of Massachusetts/Amherst, Sociology. Teaching Assistant. 1989-1993
Beijing Broadcasting Institute. Beijing, China. Lecturer. 9/83-9/84
Northern Communications University. Beijing, China. Lecturer. 9/81-9/82
Chinese Academy of Sciences. Beijing, China. Lecturer. 9/81-7/82
Beijing Normal University. Beijing, China. ESL Lecturer. 9/80-7/81

PUBLIC SERVICE POSITIONS (Selected)

- Wellesley College. Clapp Library. Collections Manager. 11/02-8/07
Harvard University. Lamont Library. Reference Librarian. 3/99-1/01
Tufts University, Tisch Library. Reference Desk Coordinator. 10/94-12/97
Yale University, Medical Library. Bibliographic Searcher. 5/87- 9/88
Yale University, Medical Library. Interlibrary Loan Coordinator. 2/86-2/87

INSTITUTIONAL PROGRAMS & SERVICE ACTIVITIES (Selected)

- Ruhlman Conference Committee Member – Appointed by Dean to participate in the selection of outstanding undergraduate projects for presentation, and for assisting with the organization of Wellesley's annual Ruhlman Conference. 2006-'07
- Mellon Internship Search Committee – Appointed to interview and select interns for Spring '06 internship sponsored by Mellon Foundation to recruit minority students into the library profession. Clapp Library. Wellesley College. 2005
- Task Force for Institute for English Language – Appointed to help develop online orientation materials and study guides for incoming foreign students. Conducted training and orientation session for instructors, and lead Library tours for students and parents. Harvard College Libraries. Harvard University. 2000
- Freshman Orientation Committee Member – Appointed by Dean of Freshman Co-proposed and developed and implemented the incorporation of Library tours into Freshman Orientation Week programming. Tufts University. 1995-'96

Friday, 17th
10/10/10

Sept 14, 2010

RECEIVED

SEP 14 2010

Dear Mrs. Conroy, please,

As you know we have
been four meetings on the Historical
Commission for several months.

We are fortunate to have four very
good people offer to serve on
this committee: Janet Huber, Elizabeth Hamilton,
Lindsay V. Carlson and I would like.

I ask that they be appointed as
soon as possible.

Thank you, Gayle F. Hildner
Gayle F. Hildner

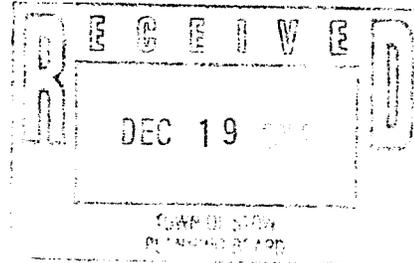
Memorandum

RECEIVED

SEP 24 2010

*Compr.
Permit*

To: All Town Boards
From: Board of Selectmen
Date: December 18, 2002
Re: Comprehensive Permit Policy



Attached you will find a Comprehensive Permit Policy Statement that was adopted by the Board of Selectmen.

Please provide to the Board of Selectmen, prior to January 17, 2003, any written comments your Board may have.

ZBA can endorse or ignore

Town of Stow Comprehensive Permit Policy

The Stow Board of Selectmen have adopted the following Comprehensive Permit Policy,¹ which conveys our town's expectations for housing developed under Chapter 40B. The policy explains desired outcomes, sets minimum performance standards for all affordable housing developments, and describes the trade-offs that Stow is willing to explore with applicants for a comprehensive permit.

Synopsis

The Town of Stow maintains a tradition of working cooperatively and negotiating with affordable housing developers. We encourage comprehensive permit applications for rental developments that serve low-, moderate- and middle-income households. In addition, we prefer developments that conform to the historic architecture of our town and, whenever possible, make use of existing structures. We also prefer developments that are located close to Stow's existing villages. By guiding attractive, small-scale affordable housing development toward these areas, we want to create and sustain an inventory of low- and moderate-income housing units equal to 10% of all homes in our community.

Stow seeks to provide permanently affordable housing that benefits as many local residents as possible. Since our town is a small, low-density community, we prefer affordable housing developments of 50 units or less, with a density of 3-4 single-family dwellings per acre or 7-10 common-wall units per acre. Buildings in an affordable housing development need to meet Stow's 35' height limit. They should be designed to a maximum floor area ratio of .5 while preserving 30% open land on the parcel. A development located outside of our established villages ought to reflect the principles of traditional village design. A village needs a focus, a social amenity to act as its defining feature, such as a community center or recreational facility, trail linkages to adjacent open space, or in appropriately zoned areas, a small commercial establishment. In some instances, Stow may want to participate in a development in order to reduce density or increase the level of affordability.

Contents

1. Community housing needs and priorities
2. Relationship of policy to community planning goals
3. Development preferences
 - Types of housing
 - Location
 - Density and scale
 - Intensity of use

¹ Note to reader: This document was adopted by the Board of Selectmen on 12/17/02. It represents the ideas and contributions of the Stow Housing Task Force and Master Plan Committee. Ultimately, the document will be accompanied by a map entitled, "Map A: Areas Suitable for Higher Density Housing."

- Architectural design and site plan standards
 - Other public benefits
4. Performance standards
 - Desired percentage(s) of affordability
 - Income targets
 - Term of affordability
 - Accessibility
 - Minimization of land use conflicts
 5. Expectations concerning “local preference” allocation of affordable housing units
 6. Conditions under which Stow may choose to invest local resources or act as a co-applicant for non-local resources to subsidize affordable housing units

Appendix A: Definition of Housing Terms

Appendix B: Summary of Referenced Local Bylaws

Comprehensive Permit Policy

1. Community housing needs and priorities.

Currently, 117 units, or 5.55% of Stow’s year-round homes, qualify as low- and moderate-income housing units for purposes of Chapter 40B. Measured by the statutory threshold of 10%, the town presently has a shortage of 94 Chapter 40B units.²

Affordable Rental Units. The shortage exists most acutely among rental units for all income groups. The town encourages development that addresses this need. If able to choose between two concurrently filed Comprehensive Permit applications, the town will give preference to the application that increases the supply of rental units affordable to low and moderate-income households and substantially meets other local objectives outlined in this policy.

Mixed-Income Development. There is a significant gap between affordable units and the high-end units that the housing market is producing. Many in Stow were once middle-income housing consumers, having gotten their start in that niche. Therefore, to provide a range of housing alternatives for people in Stow, the town encourages mixed-income developments that include housing affordable to low-, moderate- and middle-income households (see “Definitions,” Appendix A).

2. Relationship to community planning goals.

The 1996 Stow Master Plan specifies several housing and residential development goals, including: (1) an increase in the supply of permanently affordable housing in a manner

² Based on the Chapter 40B Subsidized Housing Inventory in effect as of April 2002.

compatible with the town's historic architectural traditions (2) the preservation of the town's existing inventory of older, small dwelling units in order to maintain a diverse supply of homes, (3) the promotion of renovation, use conversion and infill development in established village areas over new construction in rural areas. This policy statement reflects those goals. A comprehensive permit development with the following characteristics will be deemed consistent with these goals:

- Design. Attached housing units should be designed to blend compatibly with surrounding single-family neighborhoods. Clusters of two, three, and four to eight-unit buildings that closely approximate traditional single-family residences and farmhouses will generally be consistent with the goals of the master plan; new construction of large, three-story garden apartment-style buildings will generally be inconsistent. Density achieved by compatible building design will be viewed more favorably than density achieved by substantial variations from the town's height requirements for homes in the zoning district where the site is located.
- Reuse. The town encourages comprehensive permits that promote appropriately designed conversion and reuse of existing structures to affordable multi-family, senior housing or single-room occupancy units.
- Village Design. The village concept is an important part of Stow's Master Plan. Stow strongly encourages affordable housing development in established village areas. Development outside of an existing village should be sensitive to traditional village design principles, notably by providing a common focal point – services, a community resource or an attraction or amenity for use by the public – so that at least one aspect of the lives of the new residents can be accommodated within the village. Ideally, the village's service or resource will serve residents of both the village and the town as a whole.

3. Development preferences.

The town will generally give preference to comprehensive permits with the following characteristics:

- Types of housing. See "Community Housing Needs and Priorities." In addition to a preference for affordable rental units, the town wants a mix of unit sizes to accommodate individuals and families. A development that includes studio, one- and two-bedroom apartments is preferable to one with no small units and a large number of three-bedroom units.
- Location. Stow will give preference to comprehensive permits in the following areas:
 - Areas zoned for residential use or a mix of residential and commercial uses, or for "Active Adult Neighborhood" development.
 - Areas in or adjacent to established villages and neighborhoods.
 - Areas with direct access to main roadways.
 - Areas outside of the groundwater protection overlay district.

- Areas within the groundwater protection overlay district if the development includes tertiary treatment of wastewater to ensure that there will be no degradation of the groundwater, and the total amount of development on the site, including buildings, roadways and parking, complies with the lot coverage requirements of the zoning bylaw.

Stow will look unfavorably at a comprehensive permit application to develop land in the following areas:

- Areas zoned for non-residential development, except when contained within an Active Adult Neighborhood overlay district. Only 4% of Stow's land is zoned for industrial use and the tax base needs diversification. Therefore, Stow needs to reserve industrial sites that have good transportation access for industrial uses.
- Areas defined as Riverfront Area according to the Massachusetts Wetlands Protection Act and its implementing regulations at 310 CMR 10.00.
- Density and Scale. The town recognizes that density is important to the feasibility of an affordable housing development. At the same time, the town has a public interest in promoting small-scale development. Generally, Stow will give preference to a small-scale affordable housing development over one of a larger scale, even if its density is lower. An application for fewer than 50 units is strongly preferred, subject to the following dimensional guidelines.
 - Units per acre. Requests to waive the density requirements of the Zoning Bylaw shall in all cases be accompanied by evidence of economic necessity. The town may accept an overall density of 3-4 units per developable acre for single-family dwellings and 7-10 units per developable acre for common-wall units, up to a maximum of 100 units in a development.
 - Phasing. Comprehensive permit developments are expected to comply with the town's growth phasing requirements within Section 8.6.4.1 of the Stow Zoning Bylaw.
 - Height. Stow limits residential buildings to a height of 35'. The town's small, mainly volunteer fire department has no ladder truck, which means that Stow would have to rely on mutual aid in the event of a fire in a building that exceeds 35'. In addition, Stow prefers affordable housing developments that are compatible with the rural-residential character of the town. Buildings should be harmonious with and enhance the town's existing architectural traditions.
 - Intensity of use. The Zoning Bylaw establishes a maximum floor area ratio for all districts except the Residential District, where the use intensity of land is not regulated because of the limited number of uses permitted in the district. Structures in a comprehensive permit development should not exceed a floor area ratio of .5 and they should comply in as many respects as possible with the design guidelines for residential uses in a Planned Conservation Development, including the preservation of 30% of the parcel as open land.

- Architectural and site plan standards. Wherever possible, applicants should comply with the site plan standards listed under Section 9.3.11 of the Zoning Bylaw.
- Other public benefits. Developments that provide public benefits in addition to the required percentage of affordable housing units are preferable to developments that provide no other public benefits. Specifically, the town encourages applicants to provide facilities that will add to the communal experience in Stow. Examples include a senior center or teen center, a public swimming pool, a recreation field, open space linkages, a transportation enhancement such as a shuttle service or an intersection improvement, or a commercial establishment that meets the needs of local residents. If able to choose between two concurrently filed Comprehensive Permit applications that will result in similar impacts, the town may give preference to one that provides a community facility usable by the public. Other significant public benefits would be a higher percentage of affordable units, the inclusion of middle-income housing units, the preservation of a historically significant building, or the provision of a utility function available to others in the town, such as common water or septic treatment capacity.

4. Performance standards.

The town expects all affordable housing proposals to meet the following minimum standards:

- Desired percentage(s) of affordability:³ 25-40% for rental and homeownership developments, 50% for single-room occupancy and elderly housing developments. In homeownership developments, a higher percentage of units eligible for inclusion in the Chapter 40B Subsidized Housing Inventory may be considered a reasonable trade-off, when necessary, for a modest increase in density.
- Income targets: rental developments should provide a continuum of affordability, meaning units priced for households at 50%, 80%, and 110% of median family income. Depth of affordability may be considered a reasonable trade-off, when necessary, for a modest increase in density or a commitment by the town to seek or support additional subsidies for the development.
- Term of affordability: affordable units shall be permanently affordable. All comprehensive permit decisions will be conditioned upon the perpetual affordability of the Chapter 40B units.
- Accessibility: Affordable housing developments should provide units accessible to persons with disabilities.

³ It is understood that applicants will provide at least 25% low- and moderate-income units as required for a development's inclusion in the Chapter 40B Subsidized Housing Inventory.

- Minimization of land use conflicts: A development that meets the density, scale, design preferences and performance standards of this policy and is located in a residential zoning district will be presumed compatible with surrounding neighborhoods. Developments located in or adjacent to a commercial or industrial zoning district should be mixed-use, not exclusively residential, and must provide a 50' landscaped buffer along the perimeter of the site.
- Affirmative Action: Comprehensive permit developments must have an affirmative action marketing plan.

5. “Local preference” allocation of affordable housing units.

To the maximum extent allowed by law, comprehensive permit developments shall provide for local preference tenant or homeowner selection procedures. “Local preference” tenants or homeowners include current town residents or their immediate family members (such as adult children or elderly parents), employees of the town or the regional school district, non-residents who work for private business or non-profit establishments within the town, and individuals who grew up in and wish to return to the town.

6. Community participation.

The town may elect to invest local resources or seek additional subsidies for a comprehensive permit development. This participation could take one or more of the following forms:

- An infusion of capital in the form of permanent, deferred-payment debt.
- Low-interest loans or financial assistance to reduce the cost of debt service for communal water supply and wastewater disposal facilities.
- Acquisition of one or more units.
- Acquisition of a portion of the site deemed significant to the town’s open space goals.

The town may want to participate for the following reasons:

- To reduce the density in order to increase open space, protect natural resources or control development impacts on municipal and school services.
- To increase the percentage of low-income affordable rental units without increasing the overall density of the development.
- To provide rental housing for very-low-income or elderly households and persons with disabilities.
- To secure units for a rent-to-own program.
- To increase the number of units affordable to middle-income households.

Appendix B Referenced Zoning Bylaws (Please refer to current version of the Stow Zoning Bylaw for complete text of the sections referenced herein)

3.8.1 General Use Regulations Pertaining to All Districts

This section of the Zoning Bylaws requires all construction to be in compliance with the State Building Code. It sets limits on odor, dust, smoke, noise, heat, glare and vibration emanating from structures and the lot. It also sets standards for drainage and erosion control during and after construction.

7. Parking Regulations

This section assures that sufficient off-street parking and loading facilities are provided to meet the needs of the proposed and actual uses, providing improved safety for pedestrians and vehicular traffic, reduced street congestion, reduced nuisance to abutters from noise, fumes and headlight glare and unattractive views associated with large expanses of pavement and vehicles.

8.5 Planned Conservation Development (PCD)

The PCD permits a reduction of lot dimensional requirements and clustered developments with significant Open Land for recreational use by the development or town. The regulations provide for single-family and multi-family dwelling units and establish setbacks for building to public ways and property lines. Open Land is defined. The Parking Regulations of Section 7 of the Zoning Bylaws are imposed. Streets and utilities are required to comply with the Town of Stow Rules and Regulations governing the Subdivision of Land.

8.6.4.1 Phasing of Growth

For any development that includes 25 to 100% of its units for low and/or moderate income families, provides for affordability deed restrictions on these units and which is subsidized, a build schedule is permitted for 100% of the dwelling units per year for 1 to 50 dwellings, 50% for 51 to 80 dwelling units and 33% for greater than 80 dwelling units.

9.3.11 Site Plan Design Criteria

This section assures that adequate consideration will be given to the natural resources and characteristics of a site, to its topographic, hydrologic and geologic conditions, to public convenience and safety, and to the suitability of a proposed use on a site. Architectural styles should be in harmony with the prevailing character and scale of buildings in the neighborhood. The development should not excessively burden town services and infrastructures. Utilities shall be underground. The development shall comply with all zoning requirements for parking, loading and lighting.