

TOWN OF STOW  
PLANNING BOARD

Minutes of the December 13, 2016 Planning Board Meeting

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

Voting Associate Member: Mark Jones

Absent: Margaret Costello

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

**Discussion of Meeting Minutes**

**Minutes of December 6, 2016**

*Ernie Dodd moved to approve the minutes as amended.*

*Len Golder Seconded.*

**VOTED: 3-0 Unanimously in favor (Lori Clark, Ernie Dodd, Steve Quinn-Yea).**

**Public Input**

Julianne North introduced herself as the newest voting member of the Finance Committee and the liaison to the Planning Board.

**Member Updates**

Mark Jones said that the School Committee has accepted the resignation of the Principal of the Hale School.

**Planner's Report**

**Jillian's Lane**

Jesse Steadman said that the Planning Department is awaiting a letter from Places Associates, and without that the Public Hearing would likely need to continue.

**Lower Village Improvement Project Updates**

Jesse Steadman said that he and Lori Clark met with Howard Stein Hudson to discuss the contract status and timeline moving forward. Another round of letters will be sent to abutters along the corridor alerting them to the progress of the project and inviting them to discuss any questions with the Planning Department.

**Traffic Working Group**

Jesse Steadman said that the Town Administrator has created a working group to gather data and draft policy regarding a comprehensive traffic safety plan. The group includes the Highway Superintendent, the Police Chief, the Fire Chief, and the Town Planner.

### **Arbor Glen Landscape Modification**

**Present:** *Elaine Graves and Arlene Roberts*

Jesse Steadman said that planning staff recently met with Elaine Graves to discuss current landscaping plans at Arbor Glen and the application for a minor modification.

Elaine Graves provided an updated copy of plans to construct a stone monument and sign at the Heather Lane entrance to Arbor Glen. Elaine Graves said that they have hired Sign Logic to design, construct, and install a sign to match the existing sign at the Arbor Glen Drive entrance, though the new sign would be smaller. Sign Logic has recommended using urethane rather than wood so that it will last longer. Per an earlier conversation with the Board, Elaine Graves asked if the existing non-conforming sign would need to be replaced now.

Lori Clark agreed that the minor modification addresses fencing, the stone monument, and a new sign on Heather Lane. Steve Quinn said that the existing sign could be replaced with a conforming sign when it naturally needs to be replaced.

Jesse Steadman emphasized that the plans will need to be clear for the landscaper or contractor who builds and installs the fencing, monument, and sign, and that specifically the public right of way boundaries need to be explicit.

Jesse Steadman said that he would draft the minor modification decision for the Board to review and vote on, once the photo of the sign from Sign Logic and any revised plans are submitted to the Planning Department.

### **Public Hearing**

#### **Jillian's Lane Definitive Subdivision Modification, 113 Walcott Street**

**Present:** *Greg Roy, P.E., Ducharme and Dillis*

Greg Roy responded to comments from Places Associates, Inc., mostly regarding erosion control. Greg Roy stated that a reference to seed mixes has been added to the plan, and that landscaping will include planting 6-7 street trees. Erosion control plans have been altered to show where the blankets would be required.

Greg Roy said that SU-30 truck turns were added to the revised plans, which show a widening of the driveway at certain slopes and the increased radius at the Tee turnaround. Greg Roy said that as suggested by the Fire Chief, the road and driveway will be widened to 18 feet wherever the slope exceeds 10%.

Greg Roy said that to increase the safety of winter conditions on the driveway, an asphalt berm was added, along with other curbing and features such as a guard rail.

Mark Jones asked about the storage of snow and the direction of plowing. Greg Roy said that snow wouldn't be pushed toward the property line to the North, as there will be a guard rail, so it would be plowed to the side of Jillian's Lane, where it will be pitched toward swale.

Greg Roy discussed the use of the pasture and existing barn, as they are in proximity of the septic leaching area. A geogrid fabric has been added to the plan to stabilize soil, separating the loam from the septic system.

Greg Roy said that the applicant has obtained a temporary construction easement from an abutter to improve the culvert on Walcott Street, as that wall is coincident with the property line.

Greg Roy said that a fifth catch basin has been added to the plans.

Jesse Steadman said that the Board is awaiting a response from Places Associates, which is needed before closing the public hearing.

*Ernie Dodd moved to continue the Public Hearing for a Definitive Subdivision Modification and Erosion Control Special Permit to December 20<sup>th</sup> at 7:30pm.*

*Steve Quinn Seconded.*

**VOTED: 5-0 Unanimously in favor (Lori Clark, Ernie Dodd, Steve Quinn, Len Golder, Mark Jones (Voting Associate Member)- Yea.)**

### **Jillian's Lane Subdivision Legal Documents and Endorsement**

Jesse Steadman provided the revised legal documents for the original Jillian's Lane Definitive Subdivision along with a memo on the most recent conversation with Town Counsel on the documents.

Mark Jones called attention to the term of the Restrictive Covenant, drafted as 20 years, though it could extend to 30 years.

Regarding the Homeowner's Association, Jesse Steadman said that Town Counsel felt that a trust is probably not the best instrument, though it is up to the discretion of the Board. Len

Golder noted that trusts could give flexibility, as they can be permanent or be dissolved. Ernie Dodd said that if the trust were to be terminated, that would violate the Special Permit, so the benefit is unclear.

### **T-Mobile Wireless Facility Minor Modification Endorsement**

#### **Budget Vote-FY 2018**

The Board discussed the major line items on the draft of the Planning Board budget for FY 2018, including the Lower Village Complete Streets Project, consulting, and traffic safety planning.

The Board agreed to continue the discussion of the budget at their meeting next week to be able to include revised estimates from Howard Stein Hudson for the Lower Village project.

#### **Stowaway Inn- 271 Great Road Minor Modification Vote**

*Ernie Dodd moved to accept the Minor Modification to 271 Great Road.*

*Len Golder Seconded.*

**VOTED: 4-0 Unanimously in favor (Lori Clark, Ernie Dodd, Len Golder, Mark Jones-Yea).**

#### **Discussion of Howard Stein Hudson Proposal for Lower Village Improvements**

The Board discussed the breakdown of deliverables under the current contract with HSH, as well as out of scope and additional services, and the timeline of the project.

The Board discussed and agreed on the need for a Special Town Meeting, as it may be necessary to complete the project within the MassWorks grant timeline.

#### **Meeting Adjourned.**

Respectfully Submitted,

Valerie Oorthuys