

TOWN OF STOW
PLANNING BOARD

Minutes of the May 28, 2019 Planning Board Meeting

Planning Board Members Present: Lori Clark, Karen Kelleher, Len Golder, John Colonna-Romano

Voting Associate Member: Megan Birch-McMichael

Absent: Margaret Costello, Mark Jones (Associate Member)

Lori Clark called the meeting to order at 7:05pm.

Discussion of Meeting Minutes

Minutes of May 15, 2019

Karen Kelleher moved to approve the minutes as amended.

John Colonna-Romano seconded.

VOTED: 4-0 Unanimously in favor (Lori Clark, Len Golder, Karen Kelleher, John Colonna-Romano- Yea).

Public Input

None.

Member Updates

John Colonna-Romano said that he, Margaret Costello, and Lori Clark attended a site walk at the Lower Village Cemetery on May 18th. Lori Clark said members of the Cemetery Committee pointed to three main concerns; the final condition of the steps at the eastern entrance, the construction of cape cod berm between utility poles along Route 117, and the ability to informally parallel park along the stone wall on Pompositticut Street.

Planner's Report

Highgrove Estates Bond

Jesse Steadman said that the Board's consulting engineer at Places Associates has inspected the site and recommended the use of a passbook for guarantee as the only remaining work to be done is the completion of the as-built plans. An interest bearing account has been opened with the Treasurer, and Karen Kelleher has signed the lot release.

Wedgewood Pines Runoff

Jesse Steadman said that he and the Highway Superintendent had a site visit at a home on Harvard Road to assess runoff. Jesse Steadman said it was clear that an increased amount of water has entered the lot from Wedgewood Pines. The Board agreed a letter should be sent to the owner of Wedgewood Pines reporting on the site visit and requesting they propose a solution in line with their Special Permit.

Extension Request with Community Compact

Jesse Steadman said that staff are preparing to request an extension of a grant to review zoning in Lower Village. The request will note the Lower Village Revitalization Subcommittee's Final Report and a prepared Request for Quotes (RFQ) to show the department is ready to begin the procurement process.

MassDOT Complete Streets Program Extension Request

Jesse Steadman said the Complete Streets Committee decided to request an extension of the grant from MassDOT, as public safety officials are concerned with having 4 construction projects occurring on Great Road during one construction season. If the extension is granted, construction on these projects would begin next spring.

Golf Course Design Charrette

Valerie Oorthuys said staff are working with the Conservation Commission to plan a design charrette so that Town Boards and Committees along with the public may provide their vision for future land uses on the golf courses.

Request for Minor Modification- Erosion Control Special Permit, 77 White Pond Road

Jesse Steadman said that J.Melone & Sons are asking for a minor modification to their Special Permit after discovering an issue with the engineering of their previous plan. The applicant is proposing the relocation of Basin 2 as proposed was never constructed, to a new location outside of the wetland buffer zone. Additionally, the underground effluent treatment system is not functional and the applicant is proposing a new system to handle effluent treatment. The Board agreed that they would like to have the plans peer reviewed and that relocating a sediment basin is a modification that necessitates notice to abutters.

Karen Kelleher moved that the full request for modification is required to be filed for the Erosion Control Special Permit at 77 White Pond Road.

Len Golder seconded.

VOTED: 4-0 Unanimously in favor (Lori Clark, Len Golder, Karen Kelleher, John Colonna-Romano- Yea).

Request for Minor Modification- Jillians Lane Definitive Subdivision

The Board reviewed a proposal for marking the bounds along the Jillians Lane right of way, easements, and property corners for the Jillians Lane Definitive Subdivision. Jesse Steadman noted the Board granted the applicant a waiver to use concrete bounds along the right of way, consistent with the proposal. The applicant is asking to install iron rods at easements and property corners rather than granite. The Board acknowledged they were recently asked to modify bound markings at another subdivision, which they denied. The Board agreed it is important to mark bounds with granite as properties change hands.

Lower Village Traffic Safety Improvement Project

Present:

GH Gledhill, Cemetery Superintendent

Ken Banks, Cemetery Committee

Lori Clark asked that the Board review the Cemetery Committee's concerns, noting that three main topics were raised during a recent site walk, including the final condition of the steps at the eastern entrance, the construction of cape cod berm between utility poles along Route 117, and the ability to informally parallel park along the stone wall on Pompositticut Street.

Pompositticut Street Entrance

Lori Clark asked what the final condition will be along Pompositticut Street between the sidewalk and the stone wall. Jesse Steadman said that there is not intended to be a sidewalk in that location, and instead the space between the curbing and the stone wall will be loamed and seeded. GH said this raises a concern of the maintenance of that area, including mowing and any damage from snow storage. GH said he is concerned this may worsen existing puddling at the entrance to the Cemetery

at the break in the stone wall along Pompositticut, as this is where the maintenance truck enters. GH said he would prefer a hard packed material between the road and the stone wall to drive over for maintenance purposes. Lori Clark said the loam and seeding is the engineers' recommendation and they are responsible for ensuring that drainage is addressed.

Karen Kelleher asked what the condition of the area was before construction began. GH said that it hasn't changed much, though the maintenance truck used to access the Cemetery from 117 though now he is accessing the area via Pompositticut Street, which is adding to the mud and puddling. Lori Clark said that loam and seed won't encourage off-street parking, though it would still be possible. The Planning Board agreed to leave the final condition along Pompositticut Street as loam and seed and to ask the engineers at Green to review the issue of ponding.

Cape Cod Berm

Lori Clark said the original plans showed a Cape Cod berm between two utility poles along 117, though that is not what was installed. The Planning Board agreed to review this with the engineer, noting that most of Great Road in Stow has Cape Cod berm.

Stairs at Eastern Entrance

Jesse Steadman said the plans show the sidewalk flush with the edges of the staircase at the eastern entrance of the cemetery, with the first step buried by the sidewalk. GH said the Committee is concerned with the final grading at the back of the sidewalk. Jesse Steadman said engineers at Green have proposed placing extra loam along the frontage with Route 117 to fill in the area behind the sidewalk toward the stone wall to level out the grade.

Hallocks Point Road Definitive Subdivision- Decision Review and Vote

Present:

Jeff Brem, P.E. Meisner Brem Corporation

Paul Alphen, Alphen & Santos

Sarah Bailin, Owner

The Board reviewed a draft of the decision for Hallocks Point Definitive Subdivision, focusing the discussion on the waiver requests from providing a 300 foot open space buffer from Sudbury Road, providing 10% of developable land as open space, placing utilities underground, and from the full filing fee.

Open Space- Parcel X

The Board reviewed correspondence from Margaret Costello and acknowledged her stated concerns. The Board discussed the benefit Parcel X represents to the Town, including correcting the encroachment of the Town-owned dock and protecting the Lake Boon shoreline. The Board agreed language should be added to the decision to state that the Restrictive Covenant is subject to approval by the Conservation Commission and to include a timeline for the parcel's conveyance. The Board agreed to grant the waiver from providing 10% of developable land as open space.

Open Space- 300 foot Buffer

The Board discussed the waiver request from providing the 300 foot buffer from Sudbury Road. Karen Kelleher noted that the plans include a proposed sidewalk easement within the 40 foot buffer offered, meaning that in the long term this may be decreased to a 30 foot buffer.

Jeff Brem recalled that it was discussed during the public hearings that Lots 1 and 7 along Sudbury Road could be developed through the Approval Not Required (ANR) process, meaning that the open space buffer and other benefits would not be required at all.

The Board reviewed the plans, agreeing that it may be possible to provide an open space buffer of 60 feet on Lot 1 and 50 feet on Lot 7. The Board agreed it would be helpful if additional plantings could provide a greater landscaped screen from the road, combined with a 50 foot no cut buffer.

The Board agreed to add language to the decision finding that a fire cistern is located in the area of the intersection of Sudbury Road and Hallocks Point Road and the Conservation Commission would recommend reduced cutting in the area of the cistern.

Utilities

The Planning Board discussed the request to waive the requirement of placing utilities underground, agreeing it should be denied. The Board discussed how this would be operationalized, as there are existing homes along Hallocks Point Road with above ground utilities. The Board acknowledged that the developer would have to provide service to the property line for existing homes.

Filing Fee

The Planning Board discussed the request to waive the filing fee. The Board agreed the filing fee does not duplicate funds the applicant provided for the Board's consulting engineer to review the plans. The Board agreed that Hallocks Point Road constitutes a proposed roadway as described in the fee schedule and agreed to denied the requested waiver.

Karen Kelleher moved to approve the Definitive Subdivision as drafted and amended.

Len Golder seconded.

VOTED: 4-0 Unanimously in favor (Lori Clark, Len Golder, Karen Kelleher, John Colonna-Romano- Yea).

Karen Kelleher moved to approve the Erosion Control Special Permit, Inclusion of Affordable Housing and Site Plan Approval as drafted and amended.

Len Golder seconded.

VOTED: 5-0 Unanimously in favor (Lori Clark, Len Golder, Karen Kelleher, John Colonna-Romano, Megan Birch-McMichael (Voting Associate Member)- Yea).

Vote to Accept Lower Village Revitalization Subcommittee Final Report

The Planning Board reviewed the Final Report, as revised from comments made at their meeting of May 22, 2019.

Karen Kelleher moved to accept the Lower Village Revitalization Subcommittee Final Report, dated May 28, 2019.

Len Golder seconded.

VOTED: 4-0 Unanimously in favor (Lori Clark, Len Golder, Karen Kelleher, John Colonna-Romano- Yea).

Lower Village Traffic Safety Improvement Project

Jesse Steadman said that engineers at Green International Affiliates will soon have their final design complete. At that point, the plans will be sent to E.T.&L. Corp. so they can provide the Town with a cost estimate for the work.

Meeting Adjourned.

Respectfully Submitted,
Valerie Oorthuys