

TOWN OF STOW  
PLANNING BOARD

Minutes of the November 20, 2019 Planning Board Meeting

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

Voting Associate Member: Megan Birch-McMichael

Associate Member: Mark Jones

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

**Discussion of Meeting Minutes**

**Minutes of November 12, 2019**

*Karen Kelleher moved to approve the minutes as amended.*

*John Colonna-Romano seconded.*

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

**Public Input**

None.

**Correspondence**

The Planning Board discussed a memo from the Economic Development and Industrial Commission (EDIC) regarding their request that the Board consider the former Marble Hill Farm stand a culturally significant structure as outlined in Section 3.2.3.5 of the Zoning Bylaw, providing a path forward for a business to locate at the site. The Board agreed that a farm stand is not a culturally significant structure and the intent of the bylaw is to preserve the building or structure as it appears and the use is not what is intended to be retained. The Board agreed that in their discussion with the business and land owner on October 1, 2019 it was made clear that the business would be able to locate at the site of the former Marble Hill Farm stand without a Special Permit through the agricultural exemption provided through Section 3.2.1.1 and 3.1.1.5 of the Zoning Bylaw.

Lori Clark commented on a letter from Wedgewood Pines Country Club regarding stormwater runoff. Lori Clark suggested that the Board respond to clarify their request for information about any drainage upgrades since the golf course was permitted.

Karen Kelleher asked for more information regarding Spring Hill Estates and the final paving of the common driveway. Jesse Steadman said that Places Associates inspected the installation of a binder course of paving placed on Pennie Lane and the common driveway. Complicating the timing of the installation of the final course of paving is that the owner intends to sell the lots to be developed individually. Jesse Steadman said that there is no bond to cover future improvements, as Pennie Lane is only a small section of the area to be paved and the rest is the common driveway. The common driveway easements are recorded.

**Member's Updates**

Margaret Costello expressed frustration with an article in the Stow Independent regarding the creation of a Gleasondale Village Local Historic District Study Committee. The Board agreed that when the Study Committee is formed an outreach strategy should be initiated.

Len Golder said that a Marijuana Product Manufacturer is in the permitting process to locate at a site in Bolton near the town line and noted that this type of establishment is allowed in Stow within the overlay district.

John Colonna-Romano said that he was surprised to hear residents speak against Complete Streets improvements at the Special Town Meeting. Karen Kelleher expressed frustration that other Boards were not fully in support of the projects. The Planning Board noted that the projects had a wide range of support as the Selectmen's Complete Streets Committee that approved the project requests to the State is comprised of a member of the Planning Board, the chair of the Board of Selectmen, the Police Chief, the Fire Chief, the Conservation Coordinator, the Highway Superintendent, and an at-large member.

### **Planner's Report**

#### *Special Permit Continuance, 108 Great Road*

Jesse Steadman said that the applicant of the Special Permit at 108-118 Great Road has asked that the public hearing set for December 3 is continued to December 17.

#### *Erosion Control Special Permit Modification Request, Collings Foundation*

Jesse Steadman said that staff will ask that the applicant provide a formal request for modification for the Planning Board to respond to. Margaret Costello said that she would like the Board to conduct a site visit once the modification request is received.

#### *Making the Connections Pilot Program*

Jesse Steadman said the towns working together on the pilot program to provide discounted rides through Uber are finalizing the intermunicipal agreement (IMA) and the position description for a Program Manager. Town Counsel will need to review the IMA and the Selectmen will need to sign on to it.

#### *CrossTown Connect Pilot Program*

Jesse Steadman said staff met with Scott Zadakis of CrossTown Connect to review parking at the former Fire Station for use as an alternate shuttle stop for residents to access the South Acton Commuter Station. A meeting with Rep. Kate Hogan is scheduled to further strategize on a pilot route. Lori Clark said that staff could survey tenants of the Shaw's Plaza for their support of a stop located in the parking lot, in order to show that tenants are not concerned about reserving parking for the shuttle passengers.

#### *Boxmill Bridge*

Jesse Steadman said that design comments have been provided to MassDOT staff. There will likely need to be an Article 97 process as part of the planning for the bridge reconstruction because part of the land needed for construction is under a Conservation Restriction.

#### *Complete Streets Funded Projects*

Jesse Steadman said the Complete Streets Committee will hold a public hearing in early December for the intersection improvements at Old Bolton Road and Great Road and pedestrian improvements at Harvard Road and Great Road.

### **Hammerhead Lot Special Permit Decision, 152 Walcott Street**

The Planning Board reviewed the decision for a Hammerhead Lot Special Permit at 152 Walcott Street. The Board agreed that the decision should clarify that the hammerhead lot shall not be subdivided further, though any further development would trigger the Inclusion of Affordable Housing bylaw. A note on the Approval Not Required plan includes this as well.

*Karen Kelleher moved to approve the Hammerhead Lot Special Permit for 152 Walcott Street as amended.*

*Margaret Costello seconded.*

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

#### **Review and Release of Executive Session Minutes, 2004-2005**

Jesse Steadman provided the Board with a summary of the Executive Session Minutes from 2004-2005 that had been previously approved, though not released.

*Karen Kelleher moved to release the Executive Session minutes from 2004-2005 as listed in the correspondence.*

*Margaret Costello seconded.*

**VOTED: 5-0 Unanimously in favor (Lori Clark, Margaret Costello, Karen Kelleher, John Colonna-Romano, Len Golder- Yea).**

#### **Lower Village Traffic Safety Improvement Project**

Jesse Steadman provided the Board with an updated budget for engineering, construction, and legal services for the project. The budget includes obligations through next Spring for the Highway Department to finalize several items.

The Planning Board discussed methods of notifying drivers of the medians, as they are hard to see at night. Jesse Steadman said the engineers at Green International provided examples of signage that could be added to both ends of each median and dashed lines that could be added to the pavement to guide drivers to the middle of the lane. The Board would like to know the height of the proposed median signs, options for marking the medians themselves, and what options would work in the winter if snow is obstructing the view.

Jesse Steadman described the final condition of the driveway at 196 Great Road and the need to install steps leading to the front walkway of the home, rather than continuing to grade further into the yard. The homeowner noted that a railing may be needed. The Board agreed to ask the engineers if the steps would necessitate a rail.

#### **Meeting Adjourned.**

Respectfully Submitted,

Valerie Oorthuys