

TOWN OF STOW
PLANNING BOARD

Minutes of the May 12, 2020 Planning Board Meeting

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

Voting Associate Member: Megan Birch-McMichael

Absent: Mark Jones (Associate Member)

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

Discussion of Meeting Minutes

Minutes of April 21, 2020

Karen Kelleher moved to approve the minutes as amended.

John Colonna-Romano seconded.

Roll Call Vote: Lori Clark- Yea; Margaret Costello- Yea; Karen Kelleher- Yea; John Colonna-Romano-Yea; Len Golder- Yea.

Public Input

None.

Member's Updates

Karen Kelleher said the Complete Streets Committee has reviewed proposals for Track Road surveying and engineering work from four firms and is anticipating revised proposals from two of those firms, to be reviewed at the Committee's next meeting of May 28, 2020.

Margaret Costello said she continues to be disappointed with the Town's response to vehicle speeds and would like clarity around the process for lowering speed limits. Jesse Steadman described the current process for resident concerns, noting the role of the Complete Streets Committee and the Town's Complete Streets Prioritization Plan. Jesse Steadman noted that the General Bylaw amendments regarding speed limit reduction and the establishment of safety zones, accepted by Town Meeting in 2017, were related to a state law that did not provide the Town the flexibility and authority to reduce speeds as desired. The Highway Department, Complete Streets Committee, and Board of Selectmen would need to come to agreement on funding a speed study along a specific corridor.

Planner's Report

137 Harvard Road Erosion Control

Jesse Steadman provided the Board with current images of the construction site. The Board noted the poor condition of the construction entrance, which is still being utilized to conduct interior work. The Board agreed to ask the Building Inspector to halt all interior work in order to compel the developer to apply for an Erosion Control Special Permit. The Board agreed that it should be determined whether any street trees were removed as part of the site work.

Collings Foundation Erosion Control Special Permit

Jesse Steadman said that engineers at J.M. Coull have not yet provided a proposal for completion of tasks in the Erosion Control Special Permit as anticipated. They are currently working to find a firm to implement invasive species management on site.

Regency at Stow

Jesse Steadman said he reached out to Toll Brothers regarding final tasks from their Special Permit, including grading work, completion of a walking path along Boxboro Road, the remediation a basin, and the submission of final as-built plans.

Complete Streets Update

Jesse Steadman said he anticipates the projects at Old Bolton Road and Harvard Road will be posted for bid by construction firms next week. Letters will be sent in the coming weeks to abutters of the projects to outline the final changes made to the projects, how public feedback was incorporated, and how to communicate with the Town through the construction. Construction should be completed by the end of the summer, though the State's Complete Streets Program will be contacted to secure an extension through the end of the calendar year, if needed.

Active Adult Neighborhood Bylaw Update

Representatives of Habitech, Inc. will attend the Board's meeting next week to discuss Athens Lane and revisions to the Active Adult Neighborhood Bylaw.

Lower Village Traffic Safety Improvement Project

The Highway Department is putting down loam along the corridor, excluding sections at the Lower Common and in front of 1 White Pond Road until the installation of the infiltration basin and the completion of the fence. The design of the infiltration basin is now complete.

Lower Village Business District Zoning Update

The Planning Department held a pre-proposal meeting regarding the Request for Proposals for zoning updates. Five firms have shown interest so far, and based on their questions around funding of the work the proposal was updated to eliminate the zoning strategy report.

Coronavirus Emergency Rental Assistance Fund (CERAF)

Stow Municipal Affordable Housing Trust (SMAHT) is working with the Community Preservation Committee to secure funding for an emergency rental assistance fund for renters across Stow whose incomes have been impacted by the coronavirus. SMAHT is currently asking for \$300,000 in order to cover a percentage of three months' rent for all renters and to contract with a firm for administration of the program.

Public Hearing

Proposed Amendments to Zoning Bylaw to Allow Outdoor Dining in the Business District

Lori Clark opened the public hearing for proposed amendments to the Zoning Bylaw to allow outdoor dining in the Business District.

Karen Kelleher moved to waive the reading of the public hearing notice.

Len Golder seconded.

Roll Call Vote: Lori Clark- Yea; Margaret Costello- Yea; Karen Kelleher- Yea; John Colonna-Romano-Yea; Len Golder- Yea.

The Planning Board reviewed the language of the proposed bylaw amendment, shown as Article 44 in the Town Meeting warrant. The proposed amendments would alter language in Section 3.3.2.4 Business District Uses, Section 3.10 Table of Principle Uses, and Section 7.3.3.5 Schedule of Minimum Parking. The Board acknowledged that the existing Section 3.3.2.4 Business District Uses excludes establishments whose principle method of operation includes food sales in disposable containers. The Board agreed this language should be revised with forthcoming Lower Village Business District bylaws.

Public Input

None.

Karen Kelleher moved to close the public hearing for proposed amendments to the Zoning Bylaw.

John Colonna-Romano seconded.

Roll Call Vote: Lori Clark- Yea; Margaret Costello- Yea; Karen Kelleher- Yea; John Colonna-Romano-Yea; Len Golder- Yea.

Karen Kelleher moved that the Planning Board recommend approval of the bylaw amendment article at Town Meeting.

Len Golder seconded.

Roll Call Vote: Lori Clark- Yea; Margaret Costello- Yea; Karen Kelleher- Yea; John Colonna-Romano-Yea; Len Golder- Yea.

Zoning Board of Appeals Covenant Discussion

The Board agreed to review the covenant examples provided for a discussion at a future meeting.

Meeting Adjourned.

Respectfully Submitted,

Valerie Oorthuys