

TOWN OF STOW
PLANNING BOARD

Minutes of the February 7, 2017 Planning Board Meeting

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

Voting Associate Member: Mark Jones

Absent: Lori Clark, Margaret Costello

Ernie Dodd called the meeting to order at 7:25 pm

Discussion of Meeting Minutes

Minutes of January 17, 2017

Steve Quinn moved to approve the minutes as written.

Len Golder Seconded.

VOTED: 3-0 Unanimously in favor (Ernie Dodd, Steve Quinn, Len Golder -Yea).

Minutes of January 24, 2017

Steve Quinn moved to approve the minutes as written.

Len Golder Seconded.

VOTED: 3-0 Unanimously in favor (Ernie Dodd, Steve Quinn, Len Golder -Yea).

Public Input

None.

Member Updates

Mark Jones noticed that rate of growth bylaws, such as Stow's, that don't include a time limitation, have been invalidated by the Massachusetts Supreme Judicial Court (SJC), affecting the phasing plans of construction projects.

Ernie Dodd said that 7 projects were presented to the Community Preservation Committee in preparation for Town Meeting. The Conservation Commission brought forward final plans for Town Center park, a Conservation Restriction on Carver Hill Orchards, and a Conservation Restriction on Small Farm. SMAHT asked for funds to support affordable housing by amending the deed restrictions on existing affordable units to ensure that the correct contact information is on them. This way, should they come up for sale, SMAHT and the Town will be properly notified. Habitat for Humanity asked for funds to build a duplex on Pine Point Road in coordination with SMAHT. Funds were also requested to complete

Phase 2 of the Historic Preservation of documents, and the Randall Library submitted a request for funds to update and renovate the interior of the building. Ernie Dodd said that the CPC approved all projects, except for the library renovations and Town Center park, both of which await a vote after more information is provided.

Planner's Report

65 White Pond Road

Jesse Steadman reported that he had a discussion with the property owner at 65 White Pond Road, who was issued a Decision for a Contractor's Yard Special Permit and Earth Removal Permit in 2016. Jesse Steadman said he let the property know that several items in the Decision were outstanding and needed to be completed prior to starting work. Jesse Steadman said he noticed piles of loam on the site and advised the property owner of the earth Removal Regulations.

SMAHT

Jesse Steadman noted that he attended a meeting of the Stow Housing Authority, in which it was voted that the exploration of the dissolution of the Housing Authority should commence. Members discussed and voted to explore the transfer of monies from the Housing Authority to SMAHT for the purpose of revising the deed restrictions on 24 affordable units at the Villages at Stow, which currently list the Housing Authority as the Town of Stow contact. Jesse Steadman said that this discussion ensued after contact with the Housing Authority was attempted but was unsuccessful leading the Town to miss their right of first refusal on the resale of an affordable unit. Members voted to explore the transfer of the Monitoring Agent from the Stow Housing Authority to the Planning Department, which could coordinate response with whoever the Town was contracting for Regional Affordable Housing Services.

Jillian's Lane

Jesse Steadman said that staff had a pre-construction meeting with the Applicant's engineer, Sue Carter and the site contractor to discuss proposed changes to the construction phasing plan. The Applicant has requested a minor modification for the changes to the construction phasing. Jesse Steadman noted that there is correspondence from Lori Clark in the packets providing her opinion on the matter.

Stow Acres

Jesse Steadman noted that Planning and Conservation staff met with the owner of Stow Acres Country Club and an engineer to discuss potential plans for a subdivision in the area now used as a driving range. The driving range could be relocated to an area closer to the clubhouse. The owner also noted the potential for up to two ANR lots that they are considering along Randall Road. Staff discussed the use of the new PCD bylaw, and explained the inclusionary housing bylaw. It is likely that the Applicant will first file an Notice of Resource Area Delineation with the Conservation Commission to accurately reflect the resource areas.

Mark Jones asked about the number of Approval Not Required (ANR) plans that have been developed off the golf course parcel and the threshold for inclusionary zoning, specifically wondering at what point separate special permits are considered as one subdivision. Ernie Dodd noted that since the inclusionary zoning bylaw has been passed, there have been few opportunities to discuss this scenario, though an ANR decision should distinguish that there shall be no further division of a lot.

Medicinal Marijuana

Jesse Steadman reported that the Planning Department received inquiries into the use of the old Quirk property and property located on White Pond road as potential sites of a Registered Medicinal Marijuana Dispensary. Jesse Steadman said he let the interested parties know about the bylaw that has been recently created and outlined some of the requirements.

Regency

Jesse Steadman noted that the bond estimates for Regency have been created and Sue Carter is in the process of reviewing the language. The Department has received a bond for potential road improvements along Boxboro, as well as pre-construction photograph's. After discussing with Mike Clayton it was decided that the Bond for Boxboro could be folded into the overall Planning Board bond for efficiency's sake. Jesse Steadman noted that the Declaration of Trust, Master Deed and Restrictive Covenants are still being reviewed by Town Counsel.

Burrell Petition

Jesse Steadman noted that there is correspondence in the packet from the Selectmen asking if the timeframe in which to hold a public meeting and issue a vote on the Burrell Citizen Petition is sufficient. Jesse Steadman said he has drafted a short response to let the Selectmen know there is plenty of time to schedule a hearing prior to the close of the Warrant.

Executive Session

Jesse Steadman said he has discussed with Town Counsel the potential for an Executive Session for an update on litigation for February 21.

Arbor Glen

Jesse Steadman said that the Department has been working with Arbor Glen to conform with the sign bylaw at Heather Lane. Although the location of the sign was confirmed, the size was 9' square feet rather than three. An updated sign design has been provided and the Building Inspector should finalize shortly.

Bylaw Discussions

Jesse Steadman said he has received comment from Mark Jones on the discussion of the Phased Growth bylaw and can get the issue on an upcoming agenda if the Board would like.

Gleasondale

Traffic

Jesse Steadman said that the Survey crew for the Town has been surveying Gleasondale Road to add data to the state survey already completed.

School Lot

Jesse Steadman added that Planning Staff met with members of the Staff Working Group to analyze the Draft School Lot Plan and will be drafting the final plan shortly, prior to any discussions of future ownership with the Selectmen and Conservation Commission.

Historic Designation

Jesse Steadman said that a group of Gleasondale residents has been actively organizing the neighborhood to explore potential for a local or National Register Historic District. There is much work to be done, but Planning staff are willing to provide any support to the effort as needed. Mark Jones suggested looking into the process to get individual buildings designated as Historic Places.

Lower Village Improvement Project Discussion

Jesse Steadman said that the contract with Howard/ Stein- Hudson should be signed in the coming day or so and that he is compiling a document of updates and questions for the consultants regarding recent project progress. This document includes the status of temporary and permanent easements from abutters, a utility pole conversation with Hudson Light and Power, and a meeting with Mike Clayton in which itemized details of the plan were reviewed.

Jillian's Lane Request for Minor Modification

Jesse Steadman said that staff had a meeting with the applicant, the Town's consulting engineer, Greg Roy, and the construction team to discuss the construction plan and decision. The construction team suggested a plan to create a temporary construction access so that the foundations of the houses could be built before constructing the road, which will need to wait until after April 15th.

The Board discussed whether this change should qualify as a major or minor modification. Ernie Dodd read correspondence from Lori Clark, stating that consideration must be given to the impact a temporary construction access would have on abutters. Len Golder noted that this is more than an erosion control concern, and that abutters need to be heard so that the request can be properly evaluated.

The Board agreed that the abutters who live closest to the proposed temporary construction access will be sent a letter alerting them to a conversation about the applicant's request for a minor modification on February 14th at 8:30pm. Jesse Steadman

noted that this would also give the Fire Chief time to respond to the request, to ensure that a truck can navigate the access.

Review Complete Streets Invitation for Bid

Jesse Steadman said that the Complete Streets Invitation for Bid, now a Request for Proposals (RFP), is close to completion. The RFP will allow the Town to contract with a consultant to develop a reimbursable Complete Streets Prioritization Plan for the Town. The process will be in the same vein as the Lower Village Improvement Project process, and the RFP format will allow the selection committee, which will include the Complete Streets Working Group, to best grade the scope of services proposed. The process will be a 2 envelope system, with the non-price and price proposals separated. The RFP includes language stating that the contract is contingent on a Town Meeting vote to approve the reimbursable funding through the state. Jesse Steadman said that the Working Group is looking for public members.

Meeting Adjourned.

Respectfully Submitted,

Valerie Oorthuys