

TOWN OF STOW  
PLANNING BOARD

Minutes of the September 27, 2022 Planning Board meeting

Planning Board members present: Lori Clark, Karen Kelleher, John Colonna-Romano, Margaret Costello,  
Nancy Arsenault

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

**Planning Board Member Updates**

Karen Kelleher said the Zoning Board of Appeals has received a Special Permit application to allow a single family dwelling on Lot 2 on Harvard Road, directly west of 137 Harvard Road, for which the Planning Board approved an Erosion Control Special Permit last year. The public hearing is scheduled for November 7, 2022. The Planning Board agreed to draft a letter to the ZBA detailing the history with stormwater runoff on site.

**Planner's Report**

Valerie Oorthuys said that final design plans and construction specifications for a path to access the Kane Land in Gleasondale are anticipated by the end of the month.

Valerie Oorthuys said staff discussed a revised scope of work for the Housing Production Plan update with MAPC and Mike Kopczynski.

**Discussion of Mission of the Economic Development & Industrial Commission (EDIC)**

Lori Clark said that the EDIC, Select Board, and Planning Board are each expected to provide feedback on a draft mission statement of the EDIC.

Karen Kelleher noted that a former draft of the mission statement included a paragraph on context, which should be added back in to emphasize the EDIC's work with other Boards and Committees.

The Board agreed that the definition of EDIC reporting should note that the reporting shall be presented quarterly or biannually.

John Colonna-Romano said that the phrase "provides advocacy" could be clarified to state that the EDIC provides recommendations or suggestions to other Town Boards and Committees as needed. Mark Jones said that the use of the word "advisory" should be clarified to mean advice, not leading an initiative. Lori Clark stated that the goal is to have an agreed upon EDIC work plan. The Board agreed that the EDIC charge should include an agreed upon short term plan, with some flexibility and regular check-ins.

**Review of Draft Planning Board Workplan**

Lori Clark led the Planning Board in a prioritization exercise to better assess the draft workplan.

The Board tentatively agreed that high priority items include:

- Lower Village Business District Zoning changes;
- Lower Village Water Feasibility study;

- Stow Acres Master Planning;
- Hudson Road/ Route 117 Intersection Improvements;
- Compliance with MBTA Communities: Action Plan;
- Changes to the AAN Overlay Zoning bylaw;
- Removal of the Phased Growth Bylaw;
- Adoption of a Stormwater Bylaw.

The Board tentatively agreed that medium priority items include:

- Gleasondale Village Streetscape Improvements;
- Town Center Streetscape Improvements;
- Changes to the Sign Bylaw;
- Zoning Compliance and Enforcement;
- Compliance with MBTA Communities: Creation of multi-family zoning district;
- Housing Production Plan Update
- Track Road;
- Kane Land;
- Making the Connections – Micro Transit Program.

The Board tentatively agreed that low priority items include:

- Minor changes to the Registered Marijuana Establishment Overlay District;
- Green Development standards;
- Farm/Forest/Landscape Overlay District.

The Board agreed to continue to review the draft workplan to add additional items and continue to work on prioritization, ranking, and timelines. The workplan is intended to be publicly accessible once it is more solidified, though with the understanding that it is a working document. The Board agreed to continue to work on the draft workplan in upcoming meetings.

Respectfully submitted,  
Valerie Oorthuys