

TOWN OF STOW  
PLANNING BOARD

Minutes of the August 1, 2017 Planning Board Meeting

Planning Board Members Present: Lori Clark, Margaret Costello, Len Golder, Karen Kelleher

Associate Members: Mark Jones, John Colonna-Romano

Absent: Ernie Dodd

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

**Discussion of Meeting Minutes**

**Minutes of July 18, 2017**

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

*Margaret Costello Seconded.*

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

**Public Input**

None.

**Member Updates**

Mark Jones said that the Administrative Assistant to the Zoning Board of Appeals has resigned and that he would like the Planning Board to discuss implications of this at a future meeting.

Mark Jones said that he attended the Pine Point Road site walk on July 25 for the Habitat for Humanity development. Mark Jones said that he was disappointed to hear that as proposed, the driveways for the two homes would be accessed from Sudbury Road.

John Colonna-Romano noted that the Regulation and Taxation of Marijuana Act has been signed into law, and asked what the Town's next steps would be. Jesse Steadman said that the Selectmen will have decisions to make in regard to local tax regulations and whether the Town should vote to reduce or ban the number of shops allowed. Jesse Steadman said that local control of marijuana should be on a future Planning Board agenda, as Town Meeting passed a Temporary Moratorium, which would be in place through fall 2018. Any recommendations should be prepared for the 2018 Annual Town Meeting.

The Planning Board discussed their site walk at Hallock Point, noting the condition and ownership of the private way. The Planning Board will have a discussion with the land

owner on their meeting of August 22 to review a concept plan for the development of 7 lots off of Hallock Point.

### **Correspondence**

Karen Kelleher asked about the Notice of Intent to sell Chapter 61 land on the corner of Cross Street and Randall Road. Jesse Steadman said that Town Departments completed a quick response for the parcel on Cross Street, though the only interest in the land may come from SMAHT, as the land was of no interest to other departments that responded. Jesse Steadman said that this is one 1.5 acre parcel coming out of chapter. Karen Kelleher noted that it may be productive to focus affordable housing discussions with the owner of Stow Acres.

Karen Kelleher asked about the Approval Not Required plan for 227 Harvard Road. Jesse Steadman said that the plan divides a parcel in half, creating one lot that is unbuildable, as it has no frontage and has fewer than 1.5 acres. Jesse Steadman said that the plan will be on the agenda for the August 8<sup>th</sup> meeting.

### **Planner's Report**

#### **Street Trees**

Jesse Steadman described a ride through some of Stow's subdivisions with the Assistant Highway Superintendent for the purpose of discussing issues with street tree management. Jesse Steadman reported that the Highway Department has an increasingly difficult time keeping street trees from damaging plow trucks, and creating winter hazards. Jesse Steadman noted that issues with homeowners also make maintenance a time consuming effort. During the ride, potential solutions were discussed, including larger setbacks for street trees and potential easements for maintenance. Jesse Steadman said that a next step may include having Highway Department staff and the Tree Warden visit a Planning Board meeting.

#### **Toll Brothers Land Donation**

Jesse Steadman reported that Toll Brothers has reached out regarding the donation of strip of land along Boxboro Road in the vicinity of the Regency project. Jesse Steadman said he asked Toll Brothers to consider providing a title examination prior to requesting acceptance to help streamline the process.

#### **Lower Village**

Jesse Steadman said he and project managers at Howard Stein Hudson agreed that a two week delay in the bid openings would be necessary to provide answers to bidder questions and work out some of the outstanding right of way acquisitions. Bids are now due on August 17.

#### **Melone and Sons Special Permit**

Jesse Steadman reported that he has heard back from the engineer working on a restoration plan for Melone and Sons, and they are in the process of putting together an

Erosion Control Special Permit Application Package. Jesse Steadman noted that he has since received information indicating the Applicant's submission of an Earth Removal Permit. Jesse Steadman noted that he has asked whether they meant an Erosion Control Permit and will confirm in the coming days.

### **Collings**

Jesse Steadman noted that Sue Carter discovered that one of the culvert pipes at the Collings Access Road crossing was installed significantly higher than grade, necessitating either a remove and replace scenario or other mitigating measures. The Conservation Commission has amended their agenda to account for a discussion of the issue. Jesse Steadman stated that Sue Carter said it would be best for the Conservation Commission to provide input on a resolution.

Jesse Steadman further reported that staff and Sue Carter attended an earlier site walk to begin the inspection phase and determine a schedule going forward. Jesse Steadman said he spoke with the Project Manager and will be forwarding him information on the Earth Removal Bylaw due to plans to truck out sifted sand from the site.

### **Collings Settlement**

Jesse Steadman reported that the Courts have signed the Settlement Agreement and the document is now official.

### **Revolution Trapeze Proposed Signage**

The Planning Board discussed the Revolution Trapeze signage proposed for Track Road and Crow Island. The Board agreed that they would like to know more about the locations and dimensions of the signs. The Board agreed that the language on the caution sign should read 'Slow, Yield to Bikes and Pedestrians', as the proposed language and symbols need clarity. The Board discussed having the Applicant add an advisory speed limit sign to Track Road stating 10mph.

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

Jesse Steadman provided an update on the project bids and as well as the temporary and permanent easements needed. Jesse Steadman discussed potential field changes at 118 Great Road, and the replacement of the sign at 128 Great Road. Jesse Steadman noted that the Planning Department has received a signed easement from 92 Great Road.

Lori Clark said that she met with Katie Fisher of 1 White Pond Road to hear her concerns with the temporary easement and the location of her property bounds. The Board discussed drainage, public safety, and funding implications of altering the project design to remove improvements from this section of the road. Jesse Steadman said that he would discuss this with the engineers at Howard Stein Hudson as well as with MassWorks to ensure that the one million dollar grant award would still be viable in this situation. The Board discussed a way forward with Katie Fisher, agreeing to look to minimize impacts to her property and to further discuss options with engineers at Howard Stein Hudson to reconcile any discrepancies.

**Meeting Adjourned.**

Respectfully Submitted,

Valerie Oorthuys