

TOWN OF STOW  
PLANNING BOARD

Minutes of the September 26, 2017 Planning Board Meeting

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

Voting Associate Member: Mark Jones

Associate Member: John Colonna-Romano

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

**Discussion of Meeting Minutes**

**Minutes of September 19, 2017**

*Ernie Dodd moved to approve the minutes as amended.*

*Len Golder Seconded.*

**VOTED: 5-0 Unanimously in favor (Ernie Dodd, Margaret Costello, Karen Kelleher,  
Len Golder, Lori Clark – Yea).**

**Public Input**

None.

**Member Updates**

Mark Jones updated the Board on the Zoning Board of Appeals Hearing continuations from the Monday September 25<sup>th</sup> meeting.

**Planner's Report**

**Regency Update**

Jesse Steadman said that he received correspondence from a Boxboro Road resident who had received an Advertising Flier for Regency at Stow. He is concerned that of all the benefits described there is no mention of the fact that the airfield is right behind the development.

Jesse Steadman said that the resident also noted the limit of clearing along water supply road appears larger than he expected. Jesse Steadman said the abutter walked along the access road to the public water supply that seemed raised up two feet above grade and he is concerned that if it is pitched in the wrong direction it could drain toward abutting homes. The Planning Board noted that the Board's consulting engineer should review the condition during her next site visit.

### **Regency Utility Poles**

Jesse Steadman said he sent a letter to Toll Brothers indicating that they should provide a plan for restoration of the area being disturbed by the utility pole clearing prior to an opportune time for planting.

### **Regency Lighting**

Jesse Steadman said that Toll Brothers is looking to add low voltage lighting along the model homes and has added cut sheets for the Board's potential review and approval.

Britton Bradford also noted Section 7.17 of the Decision that limits interior fences to separating adjoining units. He has noted that Toll would like to offer the option for interior fences between the single family models as well and requesting a minor modification to do so. The Board reviewed the sheets provided by Toll Brothers and indicated that Britton Bradford should attend an upcoming Board meeting to determine the exact nature of the request.

### **Pennie Lane**

Jesse Steadman said there is correspondence in the packets regarding a request for Minor Modification of the Spring Hill Estates subdivision to change the language in Section 8.11 to remove the requirement that a Building Permit is withheld until the sidewalk easement is recorded. It should probably state that the sidewalk easement shall be delivered to the Town in recordable form. Jesse Steadman asked if the Board would consider a Minor Modification to clean up the timeline for submission of the Sidewalk Easement. The Board agreed to consider the request as an agenda item at the next meeting.

### **Lower Village**

Jesse Steadman provided the Board an update on the Lower Village Improvement Project.

### **Public Hearing**

#### **Erosion Control Special Permit and Site Plan Approval, 77 White Pond Road**

*Present:*

John Melone - Applicant

Peter Melone – Applicant

John Novak – Engineer

George Hailer – Attorney with Lawson-Weitzen

Lori Clark opened the Public Hearing at 7:30pm and read through the public hearing guidelines.

*Ernie Dodd moved to waive the reading of the Public Hearing Notice.*

*Len Golder seconded.*

**VOTED: (5-0) Unanimously in favor (Lori Clark, Margaret Costello, Ernie Dodd, Len Golder, Karen Kelleher).**

The Board inquired into whether abutters of the project site had been notified in accordance with Chapter 40A. George Hailer stated that they have proof of the certified mailing and will deliver them the following morning.

George Hailer introduced the Erosion Control project and discussed with the Board that the project was undertaken to comply with new regulations regarding stormwater management from the Environmental Protection Agency.

Jon Novak of Coneco Engineering described the proposed upgrades to the site noting items described in Places Associates, Inc. peer review letter of September 18, 2017. Jon Novak described the recycled asphalt pavement to be added to the site to ensure proper drainage to the updated basins. Jon Novak discussed that sediment would be collected in a separate forebay prior to recharge in the main basin along Elizabeth Brook.

Jon Novak discussed with the Board that the test hole data asked for in the letter has been submitted, but they will add it to the plan sheets for clarity.

The Board inquired into the Certified Engineer stamps on the plans. Jon Novak noted that one sheet was missed and would be corrected.

The Board and Jon Novak discussed the potential for the 12" berm along the access road on the southern portion of the property. Jon Novak noted that they could soften the slope on the berm to make it less of an impediment for any trucks that may drive near or over it.

Jon Novak noted the request by Places Associates, Inc. for the addition of a backflow preventer at the existing outlet pipe for basin #1. Jon Novak noted that it may not be necessary but could be added. The Board determined that the preventer would be conditioned as part of the permit, although a field change could be made in the event the Board's consulting engineer felt it was not necessary.

*Ernie Dodd moved to close the Public Hearing for the Erosion Control Special Permit and Site Plan Approval.*

*Karen Kelleher seconded.*

**VOTED: (5-0) Unanimously in favor (Lori Clark, Margaret Costello, Ernie Dodd , Len Golder, Karen Kelleher).**

### **Declaration of Subdivision at Hallock Point Road**

The Planning Board discussed the recommendation by Town Counsel to find whether or not the concept application for an Approval Not Required plan submitted to the Board by Sarah Bailin could be declared a subdivision.

*Ernie Dodd moved to declare the Hallock Point Road conceptual plan as a subdivision in accordance with M.G.L Section 81L.*

*Len Golder seconded.*

**VOTED: (5-0) Unanimously in favor (Lori Clark, Margaret Costello, Ernie Dodd, Len Golder, Karen Kelleher).**

**Minuteman Airfield Special Permit Endorsement**

The Planning Board reviewed the plans submitted by Greg Roy of Ducharme and Dillis, Inc. on behalf of the Applicant, Minuteman Airfield, Inc. The Board confirmed that the requirements as stated in a memo from Town Planner Jesse Steadman, based upon the two controlling Decisions had been made, and that the required notes were added to the plan. It was agreed that the Construction Access plan would be added to the general plan site for use in the Earth Removal project.

The Planning Board endorsed the plans.

**Infrastructure Commitment Letter for Spring Hill Estates**

*Present:* Paul Alphen, Attorney

Paul Alphen described the Decision condition 8.11 requiring the Infrastructure Commitment Letter prior to the endorsement of the Subdivision Plan. Paul Alphen described the Applicant's request that the letter submitted to the Board by Ducharme and Dillis, Inc. dated September 22, 2017 be accepted through a Minor Modification to the Special Permit and Subdivision Decision. The Board discussed the request for Minor Modification, agreeing that administrative nature of the request would fall within the Board's criteria for a Minor Modification of a Special Permit under Section 6.9 of the Special Permit Rules and Regulations.

The Board discussed the three year timeline and at which point in the process the clock should begin. It was agreed that the three year timeline would begin at the commencement of construction.

*Len Golder moved that the Planning Board find the request to alter the Condition in Section 8.11 of the Spring Hill Estates Subdivision Decision a Minor Modification and further that the Board accepts the Infrastructure Commitment letter dated September 22, 2017 as sufficient to satisfy the intent of Condition, provided that the one to three year timeline to completion as required in the Decision begin at the commencement of construction.*

*Karen Kelleher Seconded.*

**VOTED: (5-0) Unanimously in favor (Lori Clark, Margaret Costello, Ernie Dodd, Len Golder, Karen Kelleher).**

**Lower Village Traffic Improvement Project**

Jesse Steadman updated the Board on the status of the project and contracting, noting that the Planning Department has issued a notice of award and is awaiting the final contract approval.

**Meeting Adjourned.**

Respectfully Submitted,  
Valerie Oorthuys