

TOWN OF STOW
PLANNING BOARD

Minutes of the April 25, 2018 Planning Board Meeting

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

Voting Associate Member: John Colonna- Romano

Associate Member: Mark Jones

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

Discussion of Meeting Minutes

Minutes of April 11, 2018

Ernie Dodd moved to approve the minutes as amended.

Karen Kelleher Seconded.

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

Minutes of April 18, 2018

Ernie Dodd moved to approve the minutes as written.

Margaret Costello Seconded.

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

Public Input

None.

Member Updates

Ernie Dodd noted that he forwarded a letter to the Lake Boon Commission which was previously shared with the Planning Board from the Massachusetts Department of Environmental Protection regarding a new type of licensing for constructing or updating small docks and piers. Ernie Dodd said that it should be determined whether the letter was also sent to the Conservation Commission.

Planner's Report

Lower Village

Jesse Steadman noted that the Lower Village Improvement project is now underway. There have been no issues to date and all appears to be progressing as expected. Jesse Steadman said he is currently working on submitting a project extension to the MassWorks Program given the delays from the cold spring weather.

Complete Streets

Jesse Steadman said that the Complete Streets Prioritization Plan has been submitted and accepted by MassDOT. Planning staff are currently working on finalizing the Tier 3 Application for funding, due Tuesday May 1st.

Water Infrastructure

Jesse Steadman said that he has shared a draft presentation with the Economic Development and Industrial Commission regarding the basics of Public Water Supplies and the history of the water discussion in Stow. Jesse Steadman said he will be refining that presentation as time goes on to inform further Lower Village planning efforts.

Regency at Stow

Jesse Steadman reported that he has been working with MCO Housing, Toll Brothers and Metrowest Collaborative Development to come to an agreement on the final structure of the Regulatory Agreement to be signed by the Board of Selectmen. Although the Application for the Local Action Unit Application was signed and delivered to DHCD, Stow's Regional Housing Services Consultant is concerned that not having a Regulatory Agreement specifically relating to the Middle Income units will leave the Town vulnerable. Jesse Steadman noted he has a call later in the week with MetroWest to sort out the details and finalize the process ahead of the affordable unit lottery.

Joanne Drive

Jesse Steadman reported that he received a call from Frank Lundy indicating that the Applicant intends to amend the plan and build the sidewalk. Jesse Steadman reiterated what was necessary for that option to be exercised and asked that the Applicant put their intention in writing.

Public Hearing

Zoning Bylaw Amendments

Karen Kelleher moved to waive the reading of the Public Hearing notice.

Ernie Dodd Seconded.

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

Article 54- Amendments to Temporary Moratorium on Recreational Marijuana Establishments

Jesse Steadman said that the intention of this article is to keep the Town's existing Moratorium and extend it two months to end on December 31, 2018. The Board agreed that the Town Meeting presentation should clarify that this Article does not relate to personal use of marijuana.

Ernie Dodd moved that the Planning Board recommend to Town Meeting to approve Article 54 to amend Section 10 of the Zoning Bylaw.

Len Golder Seconded.

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

Article 55- Amendments to Erosion Control Bylaw

Jesse Steadman said that this article clarifies thresholds and criteria for when an applicant needs to apply for an Erosion Control Special Permit.

Ernie Dodd moved that the Planning Board recommend to Town Meeting to approve Article 55 to amend Section 3.8.1.10 of the Zoning Bylaw.

Len Golder Seconded.

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

Article 56- Amendments to Industrial District Uses

Jesse Steadman said that the amendments to Industrial District Uses allow owners to sell items related to their primary use through a Special Permit.

Laurel Cohen, 481 Gleasondale Road, asked for clarification around how the area used for a business' primary use will be calculated. Laurel Cohen asked if a larger building such as the Gleasondale Mill were to consolidate into one business, would 45% of the building be allowed as retail. Jesse Steadman said that the actively used space would be considered, rather than the total square footage of the building. Jesse Steadman said that any retail would be done through a Special Permit, which would also address site plan concerns.

Ernie Dodd moved that the Planning Board recommend to Town Meeting to approve Article 56 to amend Section 3.6.3 of the Zoning Bylaw.

Len Golder Seconded.

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

Associate Member Appointment Vote

Lori Clark said that the Planning Board has received a letter of interest from Megan Birch-McMichael regarding the Voting Associate Member position. Karen Kelleher noted that because the Board may only have one Voting Associate Member at a time, the Board would benefit to wait until after the Town Elections for a vacancy, as the appointment may interrupt John Colonna- Romano's ability to vote for the Athens Lane Special Permit application. The Board agreed to consider Megan McMichael's application towards an Associate Member position in the interim.

Megan Birch- McMichael discussed her experience and interest in participating in planning activities through an Associate Member position. Megan Birch- McMichael said that as a parent, she has heard from young families what they are looking for in a local business district, and that she understands this as a reason to become more engaged in zoning efforts.

Karen Kelleher moved to appoint Megan Birch- McMichael as a Non-Voting Associate Member for a one year term.

Ernie Dodd Seconded.

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

Jillian's Lane Erosion Control Stabilization Plan

The Planning Board reviewed a memo from the wetland consultant at Jillian's Lane regarding the construction sequence for site work. The Planning Board expressed their frustration that the sequence includes only one item that has not been completed and does not reflect the level of specificity previously requested. The Board agreed to send a letter to the Applicant stating that information requested on April 9th has not been provided and that an adequate schedule and construction sequence must be provided by the Planning Board's meeting of May 2, 2018.

Sign Bylaw Discussion

Jesse Steadman provided the Board with the American Planning Association's model Sign Ordinance, as well as the Sign Bylaw from the Town of Norwood, which has been updated to be content neutral in light of recent Supreme Court findings. Jesse Steadman said that Norwood is able to regulate by district, and addresses temporary signs, directional signs, and window signs. Jesse Steadman said that Norwood allows owners to display larger signs, should they design the sign in ways that would achieve more uniformity across Town.

The Planning Board agreed to hold a working session on the Sign Bylaw, tentatively scheduled for May 16, 2018.

Lower Village Zoning Effort

The Board discussed the objective and composition of a new subcommittee to evaluate zoning efforts in Lower Village. The Board specified language around the type of zoning they would like to see in the district, and agreed that the members should have a one-year term. In the first year the subcommittee will: support the *Massachusetts Downtown Initiative* consultant's work; gather existing plans and reports related to Lower Village uses; and learn more about residents' preferred uses.

Meeting Adjourned.

Respectfully Submitted,

Valerie Oorthuys

