

TOWN OF STOW  
PLANNING BOARD

Minutes of the October 16, 2018 Planning Board Meeting

Planning Board Members Present: Margaret Costello, Len Golder, Karen Kelleher, John Colonna-Romano

Voting Associate Member: Megan Birch-McMichael

Associate Member: Mark Jones

Absent: Lori Clark

Karen Kelleher called the meeting to order at 7:00pm.

**Discussion of Meeting Minutes**

**Minutes of October 9, 2018**

*John Colonna-Romano moved to approve the minutes as amended.*

*Len Golder Seconded.*

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

**Public Input**

None.

**Member Updates**

Megan Birch-McMichael said that the Lower Village Revitalization Subcommittee met last week to discuss methods of zoning. Megan Birch-McMichael said that while the subcommittee considers zoning improvements as their main charge, they are also interested in a water feasibility study as a next step. The subcommittee anticipates receiving a draft of the Business District Assessment and Market Analysis in early November.

Margaret Costello said that plans are moving forward to construct trails at the Kane Land in Gleasondale. Abutters notices will go out soon ahead of a meeting with the Conservation Commission.

Margaret Costello said that the Gleasondale Neighborhood Area Subcommittee is drafting a survey to go out to residents of the village regarding their preferences for a Local Historic District.

## **Planner's Report**

### *Jillian's Lane*

Jesse Steadman said that Places Associates will observe erosion control measures at Jillian's Lane. Next, the detention basin will be constructed, which the applicant has an Order of Conditions for through the Conservation Commission. Afterwards, staff will ask the applicant to submit a bond prior to receiving their Occupancy Permit.

### *Complete Streets*

Jesse Steadman said that the Complete Streets Committee approved a proposal from Merrill, Inc. to complete an existing conditions survey of a section of Great Road. The survey plans will help inform the design for bicycle improvements from Bradley Lane to Town Center, the construction of which has been funded through the State's Complete Streets Program. A Request for Quotes will be posted shortly for two Complete Streets projects; one for crosswalk improvements and a pedestrian-actuated warning device at Harvard Road and Great Road and one for intersection improvements and sidewalk construction at Old Bolton Road and Great Road. Staff will send letters to abutters of those projects informing them of the grant award and how to provide feedback on the design process.

### *Regency at Stow Walkway Plan*

Jesse Steadman said that he attended a site walk at Regency at Stow to observe the location of the planned walkway from the development along Boxboro Road towards the airport. It was agreed that the walkway should move closer to the road to ensure a smoother trail. Jesse Steadman said that the plans note the walkway will be constructed as a natural path, rather than gravel.

## **Public Hearing**

### **Definitive Subdivision and Erosion Control Special Permit and Site Plan Approval, Hallocks Point Road**

Jesse Steadman said that the applicant has requested the Board continue the Public Hearing without testimony until a date at which the full Board is present.

*Margaret Costello moved to open the Public Hearing for a Definitive Subdivision and Erosion Control Special Permit and Site Plan Approval at Hallocks Point Road.*

*John Colonna- Romano Seconded.*

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

*Len Golder moved to continue the Public Hearing to 7:30pm on October 30, 2018.*

*John Colonna-Romano Seconded.*

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

### **Joanne Drive Definitive Subdivision Endorsement**

Jesse Steadman said that the final plans are not ready for endorsement, as the legal documents have not been finalized.

The Board agreed that they would like an opinion from Town Counsel regarding options for maintaining the applicability of the Inclusionary Zoning bylaw.

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

Jesse Steadman said that he has met with representatives of Meeting House at Stow to discuss the location of a fence on the Town's right of way which will need to be relocated to allow for adequate grading. Their correspondence is included in the Board's packets. The Board has also received correspondence from Rich Presti, owner of 92 Great Road, regarding concerns about drainage issues within the temporary easement area.

Jesse Steadman said that there have been cost overruns for the project, and that he is working with the Town Administrator to receive change orders for each overrun. Jesse Steadman said that the Highway Superintendent has amended the Chapter 90 request from the State to go towards additional funding needs.

**Meeting Adjourned.**

Respectfully Submitted,

Valerie Oorthuys