



*Planning Board: standing from left -- John Shipe, Elisabeth Elden, Christopher Sgarzi, Coleman Hoyt  
seated from left: Doris Cole, Elise B. Stone, Mark Bobrowski*

hot and dry following an exceptionally wet spring. It was hard to get fall crops to germinate, but this was the best year for melons and winter squash in memory. Gardeners donated vegetables to Open Table and flowers to the Town House and for the Stone Soup Dinner.

#### *Environmental and Educational Activities*

The Division continues to sponsor the longstanding tradition of early morning Conservation Coffees held on the first Tuesday morning of most months at 7:30a.m. These lively and stimulating gatherings of citizens, federal, State, and local officials provide an interesting and effective forum to exchange information, ideas, and concerns about conservation and the environment.

## **PLANNING BOARD**

The Planning Board's authority is contained in MGL Ch. 41 "Improved Methods of Municipal Planning" and MGL Ch. 40A "The Zoning Act". Additional responsibilities are found in the Town Bylaws and the Town Charter.

Jeffrey W. Adams completed his term on the Planning Board in 2010; the Board is grateful for his acumen and dedication to the Town. The Board welcomed new members Coleman Hoyt and John Shipe.

The Board held twenty-three public meetings and four public hearings. The hearings were for the following: zoning amendments to be considered by the 2010 Annual Town Meeting; and three special permits applications for changes of use in the West Concord Interim Planning Overlay District at 13B & 135 Com-

monwealth Avenue, 23 Commonwealth Avenue, and 119 Commonwealth Avenue.

#### *Residential development*

Sixteen "Approval Not Required" (ANR) plans were submitted to the Board. Twelve of these plans approved changes of lot lines that did not create additional building lots. The remaining four plans created six additional building lots.

There were two affirmative recommendations made to the Zoning Board of Appeals for Planned Residential Developments, an 8-unit development at 506 Old Bedford Road and a 13-unit Planned Residential Development, Concord River Walk, at 1631 & 1641 Main Street.

#### *Comprehensive permits*

A 22-unit Comprehensive Permit (Chapter 40B) Application, filed in 2007, for 506 Old Bedford Road ultimately was not reviewed by the Planning Board for a recommendation to the Board of Appeals. The Applicant withdrew the application in November, after being granted a special permit for the aforementioned Planned Residential Development.

#### *Commercial, institutional and other development*

Nine site plan reviews were filed with the Board. Six plans received affirmative recommendations to the Zoning Board of Appeals. One plan (Fowler Library) received an affirmative recommendation to the Building Commissioner. One application was withdrawn; and one application (Heritage Pool & Racquet Club) is still under review by the Planning Board for a recommendation to the Board of Appeals.

#### *Wireless Communication Facility applications*

Three of the aforementioned site plans submitted were for Wireless Communication Facilities. All three applications received affirmative recommendations to the Zoning Board of Appeals. The locations for these were: 40Y (a/k/a 400) Annursnac Hill Road, 133 Old Road to Nine Acre Corner (ORNAC), and 100 Keyes Road.

#### *Zoning amendments and Town Meeting actions*

The Planning Board sponsored thirteen articles at Annual Town Meeting, eleven of which passed. Two amendments addressed environmental issues: extending groundwater protection to the Town of Acton's Assabet well field in Concord and adopting the new

National Flood Insurance mapping program prepared by FEMA to remain compliant with the National Flood Insurance program, which allows residents located within the 100-year flood plain to obtain flood insurance. Two articles were intended to address concerns raised during the West Concord Master Plan process to establish a separate West Concord Business District and West Concord Industrial District, and to consider limits and requirements for Formula Businesses (this amendment failed).

Three articles addressed concerns identified by the Planning Board during its review of various development proposals: amending the Planned Residential Development bylaw to reduce the number of units that could be built, clarify that ten percent of the units must be affordable to increase the density and require upland area within the open space provided; adding language to home recreational facilities specifying that related pool buildings and equipment must also comply with minimum yard setback requirements; and, clarifying that each new lot shall have at least fifty percent upland of the required underlying zoned minimum lot area. One article, revising the Principal Use Regulations to allow transportation services by-right in the Industrial Park and Limited Industrial Park districts, addressed issues raised by the Board of Appeals.

Other articles were more of a “housekeeping nature” – changing the method of ceiling height measurement to address changes to the State Building Code, correcting spelling errors and the Table II Accessory Use Regulations and clarifying the method of measuring the floor area within a nonconforming building and addressing the demolition of nonconforming structures.

One article that proposed a temporary limit on the size of new construction and additions to existing houses in the Southfield Road neighborhood failed to pass.

#### *Residence C Zoning District Task Force*

In response to concerns raised about the rate of change and size of new houses constructed in the Southfield neighborhood, the Planning Board, with the support of the Board of Selectmen, developed a charge and appointed nine residents to the Residence C Zoning District Task Force. Task Force members were asked to review the existing situation, consider alternatives

to address the concern, conduct community outreach and develop recommendations on how best to address issues facing neighborhoods located in the Residence C Zoning District relative to the size of new structures and additions and the extent of lot coverage. Task Force members attended a Planning Board meeting to give a presentation of their draft report. The Planning Board commended the Task Force on their work and will use the recommendations to craft zoning bylaw amendments for the 2011 Annual Town Meeting.

#### *Other Actions*

The Board made three recommendations to the Board of Selectmen regarding land under Chapter 61A at 101 Fairhaven Hill Road, 9B Monsen Road, and 110 Spencer Brook Road. The Board made two recommendations to the Public Works Commission, one regarding a Water Main Extension on Bolton Street, and one regarding the sewer connection proposal for the Concord River Walk development at 1631 & 1641 Main Street.

The Board held a public forum in June to discuss the final draft of the West Concord Design Guidelines. Work sessions were held at several of the Board’s meetings in anticipation of submitting zoning bylaw amendment Warrant Articles for the 2011 Annual Town Meeting.

Members of the Planning Board served on the following regional committees: MAGIC (Minuteman Advisory Group on Interlocal Coordination) and HATS (Hanscom Area TownS). Board members also participate on other Town Committees such as the Residence C Zoning District Task Force, West Concord Task Force, and the Community Preservation Committee.

### **PLANNING DIVISION**

Marcia Rasmussen, Director of Planning & Land Management  
Lara Kritzer, Senior Planner  
Julie Vaughan, Senior Planner  
Nancy Hausherr, Administrative Assistant  
Paula Trebino, Administrative Assistant

The Planning Division provides professional and administrative staff support to multiple standing boards and committees including: the Zoning Board of Appeals, Planning Board, Historic Districts Commission, Historical Commission, Community Preservation Committee and Comprehensive Sustainable Energy Committee. Planning Division staff coordinated the