

## PLANNING DIVISION

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

The Planning Division continued to provide professional and administrative staff support to multiple standing boards and committees including: the Zoning Board of Appeals, Planning Board, Historic Districts Commission, Historical Commission and Community Preservation Committee. Planning Division staff coordinated the review of all development proposals that were submitted for regulatory approval to the Planning Board, Board of Appeals, Historic Districts Commission and Historical Commission. The Planning Division assisted the Community Preservation Committee with its plan updates, application process and funding distribution. This year the Division continued to provide staff support to the Bruce Freeman Rail Trail Advisory Committee, the newly formed West Concord Advisory Committee and to participate in the Concord Center Cultural District council. The Division's agenda includes initiatives in the area of open space protection, affordable housing production, traffic and transportation planning, economic development guidance, historic resources protection, public facilities planning, development regulation creation and sustainable practices.

Senior Planner Julie Vaughan provided professional staff support to the Planning Board and the Board of Appeals and, on a limited basis, to the Comprehensive Sustainable Energy Committee. Julie also worked with Director Marcia Rasmussen to assist the Chamber of Commerce in preparing an application to designate the Concord Cultural Center District and apply for a way-finding grant to promote the District, providing GIS maps and parcel information in addition to her planning expertise. Julie assisted the consultants hired to prepare a Parking Management Plan for Concord Center and West Concord environs, updating the Outdoor Lighting Policy and conducting a workshop on the redevelopment of the Millbrook Tarry with mapping, community outreach and survey distribution, and workshop planning efforts.

Senior Planner Lara Kritzer provided professional support to the Community Preservation Committee

(CPC), Historic Districts Commission and Historical Commission. After receiving funds from the CPC and the Massachusetts Historical Commission, Lara assisted the Historical Commission in preparing a Request for Proposals to hire an historic preservation consultant to develop a preliminary survey plan for the project and complete inventory forms for 110-125 properties in West Concord. In addition, Lara continued to work on housing-related issues, attending the HOME Consortium meetings, working with the Concord Housing Development Corporation to create a small grants program for income-qualified Concord residents, assisting a resident with the first application for the small grant program and working with the Regional Housing Services office to maintain housing information.

## COMMUNITY PRESERVATION ACT COMMITTEE



*Back row from left: Peter Hunter, Dean Banfield, Paul Mahoney, Chris Sgarzi. Front row from left: Nancy Crowley, Annette Bagley, Toby Kramer, Chair; Chris Toomey, Peggy Briggs*

In its seventh round of Community Preservation Act (CPA) funding since Concord's adoption of the CPA in 2004, the Community Preservation Committee (CPC) recommended that Town Meeting appropriate a total of \$1,265,226 for projects involving community housing, historic preservation, open space, and recreation. The CPC presented its proposed recommendations at the Annual Town Meeting which subsequently approved the following appropriations that address a variety of Town-wide priorities:

### *Community Housing Projects:*

- Town of Concord - \$25,000 for the Town's second year of participation in the Regional Housing Services Program, an inter-municipal organization that provides professional housing staff for the administration of affordable housing programs in Concord and five neighboring communities.
- Concord Housing Development Corporation - \$80,000 for the CHDC's Bringing Affordable Housing Home program to develop new affordable housing programs that meet the Corporation's charter to support Concord's affordable housing goals and needs.

### *Historic Preservation Projects:*

- Town of Concord - \$122,500 for the Monument St. Retaining Wall. This funding allowed the Town to reconstruct an additional 320 linear feet of the historic dry laid stone wall adjacent to Hutchins Farm which is integral to the construction of Monument Street.
- Town of Concord - \$50,000 to complete an exterior conditions assessment and Historic Structure Report for the Town House's Exterior Facades.
- Town of Concord - \$43,000 to complete conservation work on "Memories of Antietam," the historically significant ca. 1920s painting hanging in the Town House Hearing Room which features 16 of Concord's Civil War Veterans.
- Town of Concord - \$22,000 for the West Concord Historic Resource Survey Update that is intended to increase the depth and detail available on West Concord's historic properties.
- Concord Museum - \$123,000 to replace and repair the original slate roof; reconstruct four original brick chimneys; and restore, repair and repaint the deteriorated wood trim and shutters.
- Concord Scout House - \$175,000 to complete Phase II of the structural improvements required to preserve the historic building by reconstructing the roof and eaves.
- Drinking Gourd Project - \$100,000 to complete the preservation and restoration of the Caesar Robbins Interpretive Center, including the restoration of its historic interior and establishing an historically appropriate landscape.
- Emerson Umbrella - \$50,000 to complete an Historic Structure Report and Architectural Master Plan for the former school building to serve as a guide for any future improvements to the building.
- Friends of the Performing Arts in Concord (FOPAC) - \$18,000 to complete an Historic Structure Report for the former armory at 51 Walden St. which will serve as both a record of the building's construction and a guide for its proper preservation and maintenance in the future.

- Save Our Heritage - \$60,000 to implement site drainage and infrastructure repairs that will ensure the future preservation and safety of the historic Barrett Farmhouse.
- Thoreau Farm Trust - \$15,000 to complete an Historic Structure Report for the Thoreau Birth House that documents the historic building materials uncovered during its recent restoration.

### *Open Space Projects:*

- Town of Concord - \$40,000 to install approximately 800 feet of granite post and chain fencing in Sleepy Hollow Cemetery along Bedford St.
- Open Space Reserve Fund - \$53,900 to be put in reserve for future Open Space projects.

### *Open Space/Recreation Projects:*

- Concord Children's Center - \$48,000 to construct a fully accessible nature-based recreation area adjacent to the Center's facilities at the Ripley School which includes a fully accessible path leading to the Gowings Swamp trail system.

### *Recreation Projects:*

- Town of Concord - \$160,000 to acquire 51 Laws Brook Rd., a 43,560 sf. lot adjacent to Rideout Playground that will expand the recreational opportunities available in West Concord.

### *Recreation/Administration Projects:*

- Town of Concord - \$30,000 to hire a consultant to complete a Recreation Facilities Plan that will identify Town priorities in Recreation and develop short and long term goals for the future development of both active and passive facilities.

### *All Category Projects:*

- Town of Concord - \$19,826 to establish a Land Acquisition Projects Fund for future opportunities to acquire land for any purpose allowed under the Community Preservation Act.

### *Administration:*

- Town of Concord - \$30,000 for administration of the CPA.

In addition to the funding recommendations noted above, the CPC worked closely with funding recipients and the Finance Department throughout the year to ensure that the reimbursement process went smoothly and efficiently and that completed projects were closed in a timely manner. The CPC also completed its annual update of the Community Preservation Plan, refined and revised its application processes, and held an informational meeting in September for potential applicants.

As in previous years, the qualifying applications received by the CPC requested funding exceeding the amount

of CPA funds available for distribution. In the current FY13 funding cycle, the CPC has received fifteen applications, requesting over \$2.4 million for projects relating to all four CPA eligible categories. However, the amount estimated to be available for CPA funding in 2013 is approximately \$1.6 million, an amount that includes both current CPA fund collections and funds available in the existing Community Housing Reserve Account, Open Space Reserve Account, and Undesignated Land Acquisition Fund.

State matching funds are generated by filings at the Commonwealth's Registries of Deeds and is impacted both by the recovering state of the real estate economy and the number of community's participating in the CPA program (155). This year, Concord's State match has stayed relatively stable at 26.64%. Further, recently passed CPA funding legislation has widened the available uses for CPA funding, particularly in regard to Recreation projects, and is anticipated to increase to the amount of available State matching funds in future years.

### HISTORIC DISTRICTS COMMISSION



*From left seated: Dennis Fiori, Stephen Newbold, Marta Brooks, Chair; Jack Clymer. From left standing: Justin King, Virginia McIntyre, Anthony Mallows, Terry Gregory, Betsy Roosa, Karen Silver*

The Historic Districts Commission (HDC) is charged with “the preservation and protection of buildings, places and districts of historic or literary significance” within Concord’s six local historic districts - the American Mile, Barrett Farm, Church Street, Hubbardville, Main Street, and Monument Square/North Bridge. Concord’s Historic Districts Act (Chapter 345) was one of the first such bylaws in Massachusetts when it was passed in 1960, and over the intervening years the HDC has worked diligently to preserve the

Town’s unique historical and architectural character by encouraging the retention of original building materials and reviewing potential changes to ensure that they are in keeping with the character of the District. As part of this process, the HDC regularly reviews applications for Certificates of Appropriateness for changes to exterior features which are visible from the public way.

The following is a list of applications by category (a single application may involve several categories)

Addition	9
Air Conditioning Equipment	4
Alterations	2
Amendment to previous Approval	6
Chimney Cap	2
Decks and/or Ramps	6
Demolition	4
Doors	5
Dormer	3
Driveway	2
Fencing	11
Garage Doors	5
Generator	1
Landscaping	3
Lighting	12
New Construction	4
Paint Colors	5
Patio Areas	3
Paving	5
Pool and Pool House	1
Porches	4
Roofs/Gutters/Chimneys/Vents	11
Shutters	2
Siding	2
Signage	13
Sign Post	1
Solar Panels	1
Staircases	1
Stonewalls/Retaining Walls	8
Traffic Signals	1
Windows	17

The HDC held 22 regularly scheduled public meetings at which 94 applications for Certificates of Appropriateness were reviewed. The Commission issued 85 Certificates of Appropriateness. Three of the Certificates of Appropriateness were for extensions of existing Certificates and six modified previous approvals. Two applications were denied, two withdrawn, and seven were continued at the request of the applicants to an