

# Town of Carlisle

MASSACHUSETTS 01741

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Office of

## PLANNING BOARD

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### Minutes

February 27, 2006

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Development of additional GIS data layers and technical support [Applied Geographics]

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Continued Public Hearing on applications for four special permits for a Conservation Cluster, "Greystone Crossing," comprised of 15 building lots and 5 open space parcels within 47.3 acres located on Cross Street and Bingham Road (Map 7, Parcels 35,36,37,38,47 & 59); and three (3) Common Driveways, "Trillium Way," "Captain Wilson Lane," and Greystone Lane, all with access from Cross Street (Request of William Costello, Bingham Road LLC and Carriage Estates Trust)

Request for review and comments on draft 2005 Open Space and Recreation Plan [Request of Conservation Commission]

Review of application to Zoning Board of Appeals for Comprehensive Permit under MGL Chap. 40B for 56 age-restricted, condominium units of attached housing to be known as "Coventry Woods," on Concord Street, northeasterly of 515 Concord Street (Map 8, Parcel 10 – 22.8 acres), 14 units to be designated as affordable housing (Application of Coventry Woods LLC and MCO & Associates, Inc., referred by Board of Appeals)

Application by Carlisle Recreation Commission for Site Plan Approval under Sec. 7.6 of the Zoning Bylaws for the Phase 2 Ball Field project on the Banta Davis land at 304 Bedford Road, seeking a report and recommendation to the Board of Selectmen (Due date 3/3/06)

**David Freedman** called the meeting to order at 7:34 pm in the Clark Room at Town Hall. Board members **Louise Hara, Peter Stuart, Kent Gonzales, Brian Larson, Michael Epstein,** and Planning Administrator **George Mansfield** were present. **Ray Bahr** was absent.

Gretchen Caywood, assistant to the Planning Administrator, Dale Harris (Dewberry-Goodkind, Landscape Architects), Cindy Nock, John LaLiberte, and Mark Spears (all of RecComm), Debbie Propp (411 Cross Street), Tim Donohue (161 Nathan Lane), Sylvia Willard (ConsComm), William Costello (25 Holdenwood Road, Concord), George Dimakarakos (Stamski and McNary) Rich Gallogly (One Financial Center, Boston), and Bob Zielinski, Carlisle Mosquito reporter, were also present.

### Minutes

The PB reviewed the minutes of the 2/13/06 meeting. Larson moved to approve the minutes as drafted, Hara seconded and the motion carried 5-0-1, with Epstein abstaining.

**Town Election/Associate Members**

Freedman ascertained from Larson that he will run for one of the upcoming available three year terms for PB membership, and agrees to be nominated for such at the Town Caucus on March 13, 2006. Freedman then informed the PB that Bahr wishes to resign before his term ends. Mansfield explained that the procedure is for Bahr to submit his resignation before the Town Caucus, but that he will not actually resign until the elections take place on May 9, 2006. Therefore, Bahr will remain a member through the May 8 PB meeting. Mansfield summarized that there are officially two 3-year seats and one 1-year seat available on the PB as of the Town elections.

Freedman informed the Board that he will run for the remainder of former member Boulé's 1-year term. Therefore, the remaining available terms are one 1-year and one 3-year.

**Continued Public Hearing on applications for four special permits for a Conservation Cluster, "Greystone Crossing," comprised of 15 building lots and 5 open space parcels within 47.3 acres located on Cross Street and Bingham Road (Map 7, Parcels 35,36,37,38,47 & 59); and three (3) Common Driveways, "Trillium Way," "Captain Wilson Lane," and Greystone Lane, all with access from Cross Street (Request of William Costello, Bingham Road LLC and Carriage Estates Trust)**

Freedman reopened the public hearing and the PB began by reviewing the legal documents and the draft conditions and findings. Concerning the draft deeds to the open space parcels, Freedman stated that the Town was to be deeded the open space parcels through Cons Comm, and that a trail easement in favor of the Selectmen was to be set up to avoid any of ConsComm's concerns with having responsibility for the pathway along Cross Street. Gallogly, Costello's attorney, pointed out that the Town cannot grant an easement to itself, and that once the deed (or fee) is given to the Town, the trail easement no longer exists. Freedman reported that the BOS understand they will take responsibility for maintenance decisions on the trail.

Gallogly suggested that the deed for the open spaces can contain the statement that they are to remain conservation land in perpetuity. Epstein then suggested that, along with a statement in the deed that the land cannot be used for other than conservation purposes, a document should be included outlining the maintenance responsibilities of the different parties involved. He also suggested that the responsibility for the pathway could be conveyed jointly to ConsComm and BOS. Mansfield referred to Section 5.5.1 of the Conservation Cluster Bylaw, and stated that if "for conservation purposes only" is added, that it may exclude some of the uses mentioned in the bylaw.

Freedman referred to the Common Scheme Restrictions (Article I) in the Greystone legal documents, and referred to Section Ib, which states:

"No building, other than a single, one-family dwelling and appurtenant outbuildings, shall be erected, placed or maintained on any Lot. Appurtenant outbuildings may include a garage, a tool house, playhouse, boathouse and/or similar structure, and a swimming pool, tennis courts, and/or similar recreational facilities."

Freedman suggested eliminating this section since, if read strictly, this might prohibit accessory apartments in outbuildings. Costello agreed to eliminate Section Ib.

Mansfield expressed concern about Section Ih, which states:

"No yard or open area on any Lot shall be used for the storage or parking of trucks, machinery, supplies, materials or equipment, unless such storage or parking is pursuant to construction or reconstruction."

He suggested removing the word "trucks", as future residents of the property might own trucks as their personal vehicle. Costello agreed to this change.

Mansfield referred to section IJ, which states:

"No sign of any kind shall be displayed to the public view on any Lot except for signs identifying the residents thereof and "for sale" signs"

He referred to concerns about enforcement responsibility, to which Freedman responded that since this is a private agreement between the owning parties, the Homeowners Association must enforce it.

With reference to Article III of the Greystone legal documents, Costello remains the Grantor until the last lot of the Conservation Cluster is sold. Epstein stated that while the easements are granted to the Town, during construction the rights of the Grantor need to be preserved. The Homeowners Association and the residents will have the rights as Town residents.

Gallogly confirmed that the Town is the enforcement authority if a resident violates a restriction of the easement. Freedman requested the removal of the term “during daylight hours only” from the sections outlining the Access Easement and Trails Easement.

Concerning the Trail Easement and the Pedestrian Easement, the PB requested the removal of the statement “Before performing any work to maintain any improvements within the Trail Easement (or Pedestrian Easement) Area, the Town of Carlisle shall, except in cases of emergency, provide the Association with no less than seven (7) days advance written notice of the proposed work”. Costello agreed to its removal.

Concerning amendments of the By-laws of the Association, Freedman and Mansfield stated that they should be amended such that Schedule A and the funding requirements can not be modified by the Homeowners Association.

Mansfield confirmed from Gallogly that Town Counsel has all latest document revisions. Epstein requested that Mansfield confirm from Town Counsel that he is satisfied with all the legal descriptions of the open space deed and easements to the Town.

The PB next reviewed draft conditions for the Greystone Crossing Conservation Cluster Special Permit. Epstein and Mansfield, with Gallogly’s advice, will coordinate work on a second draft of conditions to incorporate the appropriate legal terminology and references to the Greystone legal documents.

Concerning the matter of proposed removal of approximately 40 feet of stone wall on Cross Street, a Scenic Road, to create the Greystone Lane driveway entrance, Dimakarakos confirmed that this will also require some tree removal, and that a hearing will be held for both. Freedman said that the conditions must state that the plan is contingent on a Scenic Road hearing to remove trees within the right-of-way and also to remove a length of stone wall to create the Greystone Lane driveway entrance.

Mansfield reported that ConsComm would like to see a conservation restriction on the Town-owned open spaces. However, it was agreed that this does not need to be a condition of the special permit. The PB also agreed to reexamine the condition of lapse of the special permit if not recorded within 60 days after expiration of the appeal period.

Concerning the condition of a grading plan approval for each lot, Dimakarakos stated that this land does not have the drainage concerns of the Hart Farm project, as that land is flat and wet. However, Mansfield pointed out that Great Brook Estates has had drainage concerns, and has topography more similar to this property. Freedman suggested confirming with a review engineer whether or not the Greystone Crossing property is likely to be subject to similar issues that would call for individual grading plans.

Freedman suggested continuing the hearing to the next meeting, and ascertained that Costello did not have any major concerns with the draft of the Common Driveway conditions or the draft Findings, which will be discussed in detail at the next hearing.

Epstein moved and Hara seconded continuing this hearing to 7:15 pm on March 13, 2006, and the motion passed 6-0

**Application by Carlisle Recreation Commission for Site Plan Approval under Sec. 7.6 of the Zoning Bylaws for the Phase 2 Ball Field project on the Banta Davis land at 304 Bedford Road, seeking a report and recommendation to the Board of Selectmen (Due date 3/3/06)**

LaLiberte spoke for RecComm, reiterating that their request is for a letter of endorsement from the PB for the Banta Davis II proposed changes.

When Freedman inquired whether the calculations in the drainage analysis included an assessment of drainage from the fields themselves, with indication whether they could be assured playable after a heavy rain, Spears described the topography of the playing fields stressing that there is a crown at the center to enhance drainage. LaLiberte indicated that the drainage calculations do include drainage from the fields. Harris indicated that most fields have a percolation rate of 2 minutes/ inch, which is very rapid. A few have a rate of 10 minutes/ inch, which is still quite good. He described the overall goal as correcting the grade and using the correct topsoil to aid rapid water shed as well as provide a place for the water to go. In addition, the provision of another multi-use field gives the fields a chance to recover.

Concerning the traffic study performed by Michael Abend, LaLiberte reported that he suggested widening the entrance area rather than providing additional turning lanes on Bedford Road. He recommended that the entryway be widened to 14 feet per lane, with this width continuing around the curve into the entrance road, then tapering to 12 feet per lane. He also suggested a small island be added to separate entering and exiting traffic. Abend also recommended that perpendicular parking be used in certain specific areas, particularly where angled parking can lead to backing out in the “wrong” direction to short-cut back to Bedford Road. Abend had also suggested that, using the customary 80% usage factor, 150 parking spaces would be adequate for the site, and the layout allows for 200. When Hara inquired as to the expected grade on the new second parking lot, Harris said it would not be over 4%, bordered by a 3:1 slope.

The fields will be identified by numbers or names, which will appear on traffic flow signage within the area. Also, there are still plans to install conduit for lighting capability, but not to light the fields at this point. Nock added that there will be trees planted for screening between the tennis courts and the cemetery, and that this would be a potential Eagle Scout project. In addition, the pathway that runs throughout the property will be fully ADA accessible.

Freedman asked Mansfield to review the Banta Davis documents and plan, and draft an approval letter for the Banta Davis Phase II project plans, and provide it to him and to Epstein before the March 13<sup>th</sup> PB meeting. At that time, the PB can approve the letter before the March 14 BOS meeting.

**Appointments to Town boards/committees**

Mansfield instructed the PB that they need to request a letter from the BOS to the Historical Commission appointing Stuart to that Commission. Freedman officially asked Mansfield to address this with the TA.

**Development of additional GIS data layers and technical support [Applied Geographics]**

Willard (ConsComm) and Donohue (Land Stewardship Comm) attended to discuss GIS. Donohue suggested that, concerning how to control and coordinate access to GIS data as well as make the best use of the work done thus far, Kevin Flanders (PeopleGIS) can come and discuss the options. Also, there is a range of password protection levels to control data access.

Freedman suggested that the review of future options for GIS could be made part of the inventory and review of Town Hall technology, which is underway. He suggested that a GIS committee could be formed with a representative from each appropriate board, since GIS is not solely a PB issue. A GIS plan could be developed and put forward to the BOS for review. Mansfield agreed, but added that the first step is to complete our work with Applied Geographics and get the final product from them.

Mansfield and Freedman suggested that a Task Force on GIS Development be formed with a broad mandate to investigate GIS and to include representatives from the PB, BOH, ConsComm, and LandStew. Larson added that a GIS Task Force should be charged with documenting the needs, benefits, and requirements of such a system across Town departments, and NOT with assessing how to proceed with GIS. Freedman stated that such a task force should report to, but not be chaired by, the PB. He expressed hope that Tim Donohue would consider being chair.

Stuart moved and Hara seconded a motion to establish a Task Force on GIS Development, and the motion carried 6-0. Epstein suggested that a letter be put forward to each Board and the Town Administrator that this Task Force is being formed as a call for involvement beyond the one member per board. Freedman said he would follow up with Donohue to help drafting such a letter.

Gonzales reminded the PB that Larson's presentation of the output from the Wireless Bylaw Subcommittee will be at 7:30 pm on February 28<sup>th</sup>, 2006.

Stuart moved and Gonzales seconded the adjournment of the PB meeting at 10:47 pm.

Respectfully submitted,

Gretchen Caywood,  
Planning Board Administrative Assistant