



# Town of Carlisle

MASSACHUSETTS 01741

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Office of  
PLANNING BOARD

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## MINUTES

April 12, 2004

### Minutes

### Budget

### Employee Performance Evaluations

ANR: South Street, Map 5, Parcel 48, Adalbert Benfield, applicant

ANR: 145-159 Fiske Street, Map 29, Lots 14 & 15, Dorothy Cerankowski, applicant

ANR: Cross Street, Map 7, Parcel 21, Regina Costello, Trustee of Carriage Estates Trust, applicant

Review of Site Plan for Proposed Tennis Courts at Banta Davis Recreation Area, Bedford Road, and Conversion of Existing Tennis Courts to Basketball at Carlisle School, Church Street to prepare recommendations to the Board of Selectmen in accordance with Sec. 7.6 of the Zoning Bylaws (submitted by the Carlisle Recreation Commission)

Review of draft decision for Accessory Apartment Special Permit, 252 Brook Street, Map 13, Parcel 49, Vreg and Bonnie Yousefian, applicants

Discussion of appointment of Planning Task Force for South Street Parcel A

Public discussion and review of plans for 189 ft. high wireless communications tower and facilities proposed by AT&T Wireless, Sprint Spectrum and American Tower Corporation at 871 Bedford Road (Map 11, Lot 1), as required by entry of Final Judgment in settlement of litigation in U.S. District Court v. Carlisle Zoning Board of Appeals (conditions may be proposed before 5/26/04)

Consideration of proposing amendments to the Personal Wireless Communication Facilities bylaw (sec. 5.9 of the Zoning Bylaws) [subcommittee report]

Request for release of Lots 3 and 4 from Restrictive Covenant for Maplewood Definitive Subdivision Plan (Koning Farm Road) Map 17, Lots 17A-3 & 17A-4 [Request of Robert Koning]

Consideration of proposing amendments to Article 12 of the General Bylaws, Scenic Roads

Request for certificate of completion and release of security for Pine Meadow Definitive Subdivision Plan (Davis Road) [Request of William Costello]

Preparation of Community Development Plan to meet requirements of Executive Order #418 [Thomas Planning Services and McGregor & Associates]

### Office Noise

Chair Louise Hara called the meeting to order at 7:30 p.m. in the Clark Room at Town Hall. Board members David Freedman, Dan Holzman, Tom Lane and Phyllis Zinicola were present along with Associate Planning Board members Ray Bahr and Rich Boulé. Member Michael Abend was not in attendance this evening. Member Rich Colman arrived at 7:45 p.m. Planning Administrator George Mansfield, Administrative Assistant Anja Stam and Mosquito reporter Ali Walsh were also present.

At 7:30 p.m., Freedman went upstairs to meet with the Bike/Pedestrian Safety Advisory Committee in order to inform them of the Planning Board's proposed amendment to the Scenic Roads Bylaw to be presented at Town Meeting.

## Minutes

The minutes of 3/22/04 were reviewed. Freedman had submitted some written changes and Stam read these to the Board. After some discussion, the Board agreed to make the four changes as suggested by Freedman. Zinicola then **moved to approve the minutes of March 22, 2004 as amended.** Lane seconded the motion and it carried 4-0

*(Colman arrived.)*

## Budget

Mansfield reported that the Board of Selectmen did not include the Planning Board's growth budget request of \$10,000 for completion of the Master Plan in the proposed FY05 override budget. He spoke with Selectman John Ballantine who reported that they did not approve the request because they did not understand it and FinCom was unable to explain it. Mansfield noted that he and Lane had explained and discussed this request at length with FinCom. He also noted that the Board of Selectmen did not post their agenda nor inform him that the Planning Board's request would be discussed. The warrant is now closed, and the budgets to be presented to Town Meeting are final.

Zinicola stated that there is a possibility that State funding will be available for community development planning and agreed to research this potential funding source.

## Employee Performance Evaluations

Hara reported that she has now received input from all Board members and will finalize the evaluations in the near future.

## ANR: South Street, Map 5, Parcel 48, Adalbert Benfield, applicant

Jack Dawley of Northland Residential LLC was present. He explained that his engineer, Bob Gemma, who prepared this ANR plan, had a family emergency and could not be here this evening.

Dawley explained that the 1.1-acre Lot 1B-2 is being separated from Benfield's Lot. Lemmermann, the abutter, intends to purchase Lot 1B-2 in order to make his own lot conform to current zoning requirements.

*(Freedman returned at 8:00 p.m.)*

Dawley explained that a note on the plan indicates that Lot 1B-2 will be subject to a conservation restriction. The restriction is not shown on the plan, but will be recorded simultaneously with the ANR plan.

Colman **moved to endorse the plan of land in Carlisle, MA prepared for Adalbert Benfield, by Metrowest Engineering, Inc., dated November 17, 2003, as Approval Not Required.** Lane seconded the motion and it carried 5-0-1 with Holzman abstaining.

## ANR: 145-159 Fiske Street, Map 29, Lots 14 & 15, Dorothy Cerankowski, applicant

Bill McNary of Stamski and McNary presented this plan on behalf of the applicant.

McNary explained that this ANR facilitates a swap of two slivers of land in order to allow the existing driveway serving 159 Fiske Street to be entirely on that lot. Both lots will remain conforming.

Mansfield noted that there is an intermittent stream located along the northern side of the driveway in the area of the land swap, which does not show on the ANR plan. McNary noted that the intermittent stream is not shown in that location on the Town Assessors' maps, on which the plan is based. He further noted that any potential, future, development concerns regarding the stream would come under ConsCom jurisdiction.

Lane moved to endorse the plan of land in Carlisle, MA prepared for Dorothy Cerankowski, by Stamski and McNary, dated March 29, 2004, as Approval Not Required, and waiving the requirement to show an intermittent stream located near the edge of the driveway. Zinicola seconded the motion and it carried 5-0-1 with Holzman abstaining.

**ANR: Cross Street, Map 7, Parcel 21, Regina Costello, Trustee of Carriage Estates Trust, applicant**

Bill McNary also presented this plan. He explained that the plan creates a standard 5-acre lot and a 10-acre porkchop lot. Hara asked if the developer would be able to maintain the cart path as a trail, or to provide a path along Cross Street. McNary could not speak for the developer, but suggested that the Board might be able to address this when Costello seeks Board approval to develop the land across the street.

Zinicola moved to endorse the Plan of Land in Carlisle, MA prepared for Carriage Estates Trust by Stamski and McNary, dated March 31, 2004 as Approval Not Required. Colman seconded the motion and it carried 6-0.

**Review of Site Plan for Proposed Tennis Courts at Banta Davis Recreation Area, Bedford Road, and Conversion of Existing Tennis Courts to Basketball at Carlisle School, Church Street to prepare recommendations to the Board of Selectmen in accordance with Sec. 7.6 of the Zoning Bylaws (submitted by the Carlisle Recreation Commission)**

Cindy Nock of the Recreation Commission and Joe March of Stamski and McNary were present.

March explained that stone-lined trenches along the two downhill sides of the tennis courts have been added to the plan in order to mitigate water runoff from the courts. A swale is also proposed along the property line to direct existing runoff away from the cemetery and through an existing culvert under the driveway.

Nock informed the Board that the site plan would be presented to the Board of Selectmen on April 27, so the PB must make its recommendation at or before that meeting.

Hara suggested that the existing speed bump near the culvert be shown on the plan. She also recommended that the RecCom pay for outside review of the drainage calculations. Holzman opined that the drainage would function well as designed, but that it would be important to monitor its proper construction and installation. Zinicola suggested requiring an as-built plan. Holzman further recommended a minimum 25% holdback of payment to ensure project completion by the contractor.

Nock said that she spoke with DPW Superintendent Gary Davis, who agreed that screening from the cemetery would be coordinated after the courts are constructed, and the boy scouts would help with the planting.

The Board recognized that Abend had reviewed the plan regarding parking and traffic safety and his suggestions had been incorporated in the plan. Hara suggested further that the RecCom pursue the possibility of obtaining trail easements to link Baldwin Road to the Banta Davis Recreation fields in order to encourage pedestrian access and minimize parking requirements. An easement already exists from Rodgers Road to the fields, but needs some improvements to be useable.

Mansfield noted that he showed the plans to ConsCom and the Bike/Pedestrian Safety Advisory Committee. The Conservation Administrator suggested that the proposed school septic system should be shown on the plan. Board members disagreed since this potential improvement is not yet constructed. The Bike/Pedestrian Safety Advisory Committee requested that a bike rack be located near the new tennis courts. March agreed to indicate a rack on the plan to the right of the path leading to the courts.

Board members agreed that outside drainage review would not be required, but asked Holzman to review the calculations. Holzman agreed to do so.

The Board directed the PA to draft a memo of recommendation to the Board of Selectmen. Hara and Holzman agreed to review the draft before submitting it to the BOS.

Hara reminded the applicant that Site Plan Review would be required again if the RecCom decides to install lighting in the future.

**Review of draft decision for Accessory Apartment Special Permit, 252 Brook Street, Map 13, Parcel 49, Vreg and Bonnie Yousefian, applicants**

Applicant Bonnie Yousefian was present for this discussion.

Mansfield explained that the applicant's architect, Paul Minor, brought revised plans into the Planning Board office today. These plans showed the additional parking pullout near the apartment, and the three locked doors between living units as requested by the Board. The plans also showed that the existing driveway is wider than indicated on the earlier version of the site plan.

Yousefian told the Board that she had further considered the concept of placing an affordable income deed restriction on the apartment rental, and concluded that it would be difficult to encourage landlords to do this, because it locks them into a situation that might be undesirable in the future. Zinicola noted that restrictions could be written with time limits. The landlord then has the option to renew the restriction or allow it to expire.

The Board reviewed the draft decision for this Special Permit application. Mansfield suggested adding a reference to the revised plans received today. The Board agreed and the PA informed the applicant of the filing, appeals and recording processes.

**Discussion of appointment of Planning Task Force for South Street Parcel A**

Mansfield stated that with approval of the Parcel A purchase at Town Meeting, the Board of the Selectmen would now be putting together a task force to plan for use and development of this parcel. Zinicola said she would be willing to serve as the Planning Board representative, but suggested that after the elections in May, one of the new Planning Board members may wish to serve. Freedman is planning to attend the Board of Selectmen's meeting tomorrow evening and agreed to mention to them that the Planning Board would like to have a representative on this task force.

**Public discussion and review of plans for 189 ft. high wireless communications tower and facilities proposed by AT&T Wireless, Sprint Spectrum and American Tower Corporation at 871 Bedford Road (Map 11, Lot 1), as required by entry of Final Judgment in settlement of litigation in U.S. District Court v. Carlisle Zoning Board of Appeals (conditions may be proposed before 5/26/04)**

Marilyn Saunders and Patricia Stimpson of Canterbury Court were present and asked about this item to be discussed at the next Planning Board meeting. Mansfield explained that as settlement of this lawsuit, the Planning Board has until May 25, 2004 to review the proposed wireless facility and submit conditions. The applicant will also have an opportunity to respond to these conditions. The plans have been submitted to the Board's engineer for review of the site, but radio frequency review will not be required since the court has, through its order, established need for this site.

Mansfield has asked the Building Inspector to attend the Planning Board's next meeting for this discussion. Hara suggested that ZBA Chair, Terry Herndon, also be invited to attend. Holzman suggested asking the Building Inspector if he recommends a peer review of the foundation and structure designs.

The Board agreed to schedule this discussion at 8:15 p.m. on 4/26/04.

**Consideration of proposing amendments to the Personal Wireless Communication Facilities bylaw (sec. 5.9 of the Zoning Bylaws) [subcommittee report]**

Saunders and Stimpson were present for this discussion also.

Freedman reported that a task force appointed by the Selectmen, met in the fall of 2003 to review the wireless report prepared by Broadcast Signal Lab, and to make a recommendation on how the Town should proceed regarding wireless

service. The task force determined that the Carlisle School is an ideal location for a wireless facility. The Planning Board then created a Wireless Subcommittee to consider possible options in using this site and to recommend necessary amendments to the Wireless Zoning Bylaw.

*(Colman left the meeting at 10:20 p.m.)*

Freedman explained that the subcommittee is currently discussing the possibility of creating a wireless overlay district near the school and perhaps near Great Brook Farm to encourage tower location in these areas if additional towers are needed in Carlisle. He explained further that the subcommittee visited the school and found an ideal location for wireless equipment. They discussed some ideas for placing the antenna on the roof of the building.

Saunders asked what type of restrictions would be imposed in the proposed overlay districts. Freedman said that the committee is currently researching this question and has not made any determinations. He also noted that the wireless industry is being more selective in proposing new facilities, especially in less critical areas such as Carlisle, and only the Anderegg property is being pursued by the carriers at this time.

**Request for release of Lots 3 and 4 from Restrictive Covenant for Maplewood Definitive Subdivision Plan (Koning Farm Road) Map 17, Lots 17A-3 & 17A-4 [Request of Robert Koning]**

The PA noted that after this release, one lot would remain in the Restrictive Covenant to cover the potential cost of remedying the property line dispute. Freedman moved and Zinicola seconded a **motion to release Lots 17A-3 and 17A-4 from Restrictive Covenant for Maplewood Definitive Subdivision Plan**. The motion carried 5-0.

**Consideration of proposing amendments to Article 12 of the General Bylaws, Scenic Roads**

Freedman met with the Bike/Pedestrian Safety Advisory Committee to explain the proposed amendments this evening and they agreed to voice their support at Town Meeting. The Board then discussed strategy for its presentations to other boards, committees and Town Meeting.

**Request for certificate of completion and release of security for Pine Meadow Definitive Subdivision Plan (Davis Road) [Request of William Costello]**

The PA met at the site with Costello, his engineer Joe March and the Board's engineer, Mark Sleger. They reviewed the outstanding issues and found that the gravel-filled wet pocket is beginning to naturalize. The stone pillars are still within the right-of-way and Mansfield asked Board members to consider the opinions to resolve this matter. The PA expected the applicant to request a certificate of completion within the next month.

**Office Noise**

Mansfield reported that he believes the noise, which has not been abated in any way since installation of the Town Hall's server near his office several weeks ago, is having a negative effect on the efficiency and quality of the work he can do there. Ray Bahr agreed to meet with the PA, Town Administrator and the Town's technical consultant tomorrow afternoon.

At 11:30 p.m., the Board unanimously adjourned the meeting.

Respectfully submitted,



Anja M. Stam  
Administrative Assistant