



Town of Carlisle

MASSACHUSETTS 01741

Office of

PLANNING BOARD

MINUTES

Meeting of February 8, 1988

Present: Sherr, Sillers, Tobin, Davis and Administrative Assistant Olden

Minutes of 1/28/88 and Bills

Correct the phrase "open space interconnected by trails" with reference to the Benedict wood lot to read "open space which makes a link between open space parcels already acquired by the town."

On motion by Sylvia Sillers seconded by Steve Tobin, the Board voted unanimously to approve the January 28, 1988 minutes as amended.

Bills were approved for payment.

ANR - Moschini

After discussion of the applicability of the zoning bylaw provision (Section 4.A.2.d) concerning the number of adjacent porkchop lots, on motion by S. Sillers seconded by S. Tobin, the Board voted unanimously to endorse the plan entitled "Plan of Land in Carlisle, Mass. (Middlesex County) for: Moschini" dated January 21, 1988, by Stamski and McNary, Inc., 80 Harris Street, Acton, Mass., "Approval under the Subdivision Control Law Not Required."

FEMA

After learning that the representative from the Federal Emergency Management Agency had declined to meet with the Board to explain the requirement for adoption of the new (revised) Federal Insurance Rate Maps for the Town of Carlisle as part of the zoning bylaw, the Board instructed Mrs. Olden to continue research on the cost of preparation of maps for presentation to the Town in the event the Board decides to proceed with a bylaw amendment. The Board postponed further discussion of how to proceed to get further information until the next meeting.

Bylaw Committee re Lot-shape Bylaw for the Town of Carlisle

The Bylaw Committee met with the Board to report on their study of a lot-shape bylaw for the Town of Carlisle. Pat Cutter, Bylaw Committee Chairman, reported that a survey of the effect on all lots in the town of various ellipses to control lot shape indicates that a total of 50 lots would be rendered nonconforming by an ellipse with a shorter diameter of 150 feet. She also reported the Building Commissioner's opinion that a variance from the Zoning Board of Appeals might be required for conveyance of such nonconforming lots (depending on the requirements of the attorney researching the title); and that he would

issue building permits for additions to structures on the lots if the setback requirements of the zoning bylaw can be met. George Foote reported as a member of the Bylaw Committee a conversation he had had with an engineer to the effect that many towns include in similar lot-shape bylaws a provision that the bylaw shall not affect any lots in existence at the time the bylaw is adopted. He suggested that if this provision is possible, the Planning Board might wish to consider a range of alternatives for the size and shape of the ellipse, since the provision would act as a planning tool for future lots and would not penalize any present lots. Mrs. Cutter agreed to consult with Town Counsel about the possibility of including such a provision and report the results to the Planning Board.

Discussion of Canterbury Court Road for Acceptance at Town Meeting

After consideration of the order of layout for Canterbury Court submitted by the attorney for the subdivision owner and the process leading up to the presentation of the road for acceptance by Town Meeting, the Board agreed to send the order of layout to Town Counsel for review. Mr. Tobin pointed out that three roads are referred to instead of one in the first few lines of the document. The Board agreed that this error should be called to Town Counsel's attention.

Elizabeth Ridge

After consideration of an inspection report by Cleverdon, Varney and Pike for Elizabeth Ridge, on motion by S. Tobin seconded by S. Davis, the Board voted unanimously to reduce the Performance Guaranty to \$70,000.00.

The Board noted a letter from Mr. Steve Kalichman of The Co-operative Bank of Concord, owners of the Elizabeth Ridge subdivision, explaining that cable television will not be installed in the subdivision at this time, and decided that no action by the Board was necessary.

Ice Pond Road Subdivision

After a few comments by the developer, Charles Boiteau, the members scheduled discussion of the Ice Pond Road subdivision for the February 25, 1988 meeting, and instructed Mrs. Olden to research the matter of a gravel permit. The Board noted the following items for discussion on February 25: the gravel permit, the trail, waivers, the Board of Health recommendation, the fire pond, a plan showing all the changes made since the original submission compared with the items noted as missing in the original submission. After consideration of a report by Cleverdon, Varney and Pike on their representative's review of the submission, the Board instructed Mrs. Olden to ask the representative what the item in his February 3, 1988 letter that "the outside diameter of the paved surface at the cul de sac shall be a continual 140 feet" means.

It was agreed that if Mr. Boiteau has not learned what this means from his engineer by the time of his planned meeting on Thursday, February 11, 1988 with the Fire Chief and Mrs. Olden, he will ask Mrs. Olden about it. Mr. Boiteau said that his engineer would respond to the review letter.

Patch Meadow Subdivision - Request for Lot Release

After learning that, because the request for release of a lot in the Patch Meadow subdivision had been received after the close of the agenda, no file

research or inspection report was available, the Board scheduled discussion of the request for 10:00 p.m. on February 25, 1988 and instructed Mrs. Olden to research the file and to request that Cleverdon, Varney and Pike inspect the site for conformance with the approved Definitive Plan and to establish the reduced amount to complete the subdivision.

FY89 Budget

After the members reviewed and discussed the spread sheet for the FY89 budget as revised by the Finance Committee and corrected to present the information in the form requested by the Committee, Mr. Sherr summarized the Board's response to the Finance Committee's revisions as follows: the Board understands the reduction made by the Finance Committee in the amount requested for Engineering; the Board does not understand the reduction from \$1,100 to \$600 in the amount requested for Clerical; and the Board will resubmit its request for a 5% increase in the amount for Planner. On information supplied by George Foote, the Board expects to meet again with the Finance Committee on the Finance Committee's schedule for a "second round" of discussion with boards and committees.

Secretarial Services

The Board noted the resignation of Board Secretary Natalie Ives with regret and discussed various staffing alternatives. The members instructed Mrs. Olden to request that Ms. Chaput ask Mrs. Ives if she would provide secretarial services to the Board for three hours a week on a scheduled basis in addition to her responsibilities with the Board of Selectmen. The Board also instructed Mrs. Olden to draw up a job description for a clerical position to support the work of the Administrative Planning Assistant. Mr. Davis agreed to review this description and circulate it to the Board members for approval before returning it to Mrs. Olden. The Board further instructed Mrs. Olden to take up the approved job description with the Personnel Committee and ask for a pay rate and for approval to seek someone for the position in the event that Ms. Chaput reports that Mrs. Ives cannot provide secretarial services. The Board agreed that discussion on the Clerical amount will continue.

The meeting adjourned at 10:25 P.M.

Respectfully submitted,

Elaine H. Olden
Administrative Planning Assistant