



Town of Carlisle

MASSACHUSETTS 01741

Office of

PLANNING BOARD

P.O. BOX 827
CARLISLE, MA 01741
(978) 369-9702

MINUTES
April 14, 2003

Town Meeting Warrant

- Update on construction status of Great Brook Estates Definitive Subdivision Plan (off Rutland Street), and review of completion of structures on Lot 18-D (Map 26) [Request of Albert I. Gould]**
- Request for support for Warrant Article 17, funding for Footpath Plan (Request of Pedestrian/Bike Safety Advisory Committee)**
- Review of application to Zoning Board of Appeals for Comprehensive Permit under MGL Chap. 40B for an 8-unit condominium, Laurel Hollow, 302 Lowell Road (Map 21, Parcel 12), 2 units to be offered as affordable housing. (Application of MKCKMK, LLC, referred by Board of Appeals)**
- Notice of grading and drainage concerns regarding the construction of Hart Farm Estates Definitive Subdivision Plan (off Curve Street) [Letter from Carlisle Trails Committee]**
- Identification and analysis of potential sites for Wireless Communications Facilities [Broadcast Signal Lab and GPR] – Draft final report**
- Review of proposal by Nstar Electric to remove approximately 960 trees within the rights-of-way of various Scenic Roads for maintenance purposes**
- Discussion of “informal conceptual plan” for Subdivision and/or Conservation Cluster and Common Driveway Special Permits for property at 149 Russell Street, Map 8, Lot 18 (Request of Fran Oh)**
- Review of Site Plan for 43 Bedford Road (conversion of barn to professional offices) to prepare recommendations to the Board of Selectmen in accordance with Sec. 7.6 of the Zoning Bylaws (submitted by Francene Amari-Faulkner and Burton F. Faulkner III on 3/10/03)**
- Request for adoption of MIIA Decision Procedures Checklist and attendance at CPTC workshops to reduce insurance costs (Request of Town Administrator)**

Chair Kate Reid called the meeting to order at 7:30 p.m. in the Clark Room at Town Hall. Board Members David Freedman, Louise Hara (Vice Chair/Clerk), Dan Holzman, Tom Lane (Treasurer) and Phyllis Zinicola were present. Planning Administrator George Mansfield and Administrative Assistant Anja Stam were also present. Member Michael Abend arrived at 8:00 p.m.

The Board reviewed the minutes of 3/24/03. Freedman made one correction and then he moved to accept the minutes of March 24, 2003 as amended. Hara seconded the motion and it carried 6-0.

Town Meeting Warrant

Mansfield reminded the Board that the public hearing notice for the zoning bylaw amendments must be published twice in a local newspaper at least two weeks prior to the hearing. The Board had planned to hold the public hearing during its regularly scheduled meeting on April 28th, but because the Mosquito did not publish the Planning Board's legal notice last Friday, this hearing may not be held before Friday, May 2nd. The Board agreed to post a special meeting for Friday May 2nd at 6:30 p.m. to conduct a public hearing regarding the “Planning Board Associate Member” and the “Historic District” warrant articles.

Update on construction status of Great Brook Estates Definitive Subdivision Plan (off Rutland Street), and review of completion of structures on Lot 18-D (Map 26) [Request of Albert I. Gould]

Applicants Albert I. Gould and Betsy Goldenberg were present. The following members of the public were also present: Tom Schultz of Carleton Road and Conservation Administrator Sylvia Willard of Bellows Hill Road.

The Board received an April 10, 2003 letter from its engineer, LandTech, regarding review of roadway and common driveway construction at Great Brook Estates. The Board discussed LandTech's comments with the applicant.

While LandTech found that the fire cistern had been installed, Mansfield noted that he did not have a record of approval from the Fire Chief. Gould stated that both cisterns had been installed and inspected fall 2002. He agreed to contact the Fire Chief to request a certificate of completion for the fire cisterns.

In its letter, LandTech reported a sheen on the water and noticeable septic odor near the common driveway turnaround. Gould said that his engineer inspected the site and determined that because none of the septic systems in the area are in use, the sheen and odor are caused by naturally occurring bacteria.

(Abend arrived.)

LandTech noted that the turnaround constructed at the end of the common driveway extends further into the wetland than shown on the plan. Mansfield and Willard each said that they visited the site and confirmed this. Willard said this would require additional review by the Conservation Commission. Gould felt that it is already difficult for a car to turnaround in this loop and did not think it should be any smaller. Abend noted that this was designed as a T-turn around, not a cul-de-sac, and will work as intended.

Members noted that the Board did not approve the culvert pipe at the common driveway turnaround. Gould explained that this pipe was intended to temporarily remedy flooding conditions. He noted that there has also been water flowing over the common driveway and the driveway to Lot D. His engineer has recommended installing a culvert at this location to direct the flow under the driveway. Gould suggested that his engineer and the Board's engineer discuss these two drainage issues and come to a mutually acceptable solution.

Regarding LandTech's notation of downed wires, Gould explained that these are old, disconnected wires and will be removed.

Gould also explained that he intends to pay for roadway improvements on Rutland Street but he is not sure when DPW is scheduling these improvements. Mansfield noted that these costs were not included in the estimated costs for completion.

Gould noted that Lot D on the common driveway has already been released from the covenant, but the builder is now seeking an occupancy permit. Because the common driveway is not completed, Gould explained that he would like to extend Great Brook Estates Subdivision covenant to secure performance of the common driveway as well. He presented the Board with a draft agreement. The Board agreed to review the document before the next meeting.

The Board agreed that an occupancy permit should not be granted until drainage issues are resolved and therefore directed Gould and the PA to advise the two engineers to resolve the necessary design changes. This matter will be on the agenda and discussed further at 7:45 p.m. on April 28, 2003.

Request for support for Warrant Article 17, funding for Footpath Plan (Request of Pedestrian/Bike Safety Advisory Committee)

Art Milliken of the Pedestrian/Bike Safety Advisory Committee was present. He gave a brief overview of the proposed warrant article which requests \$150,000 bonding to provide funding for five years of design, construction and maintenance of Town pathways. The Selectmen would have oversight of fund disbursement. Milliken noted that this article requires a 2/3-majority vote at Town Meeting and he requested Planning Board support.

Zinicola asked if the committee had decided on an appropriate surface. Milliken said that a Starpak surface will be used and DPW will provide maintenance.

Lane asked if easements have already been granted for the pathways. Milliken explained that Town Counsel is still reviewing standard easement documents, but the majority of the footpaths will be constructed within the rights-of-way. Reid noted that slope and grading easements might be required from property owners even if the pathway is within the right-of-way.

Abend moved that the Board direct the PA to draft a letter to Town Meeting supporting Warrant Article 17. Lane seconded the motion and it carried 7-0. Reid agreed to review the draft letter and to read it at Town Meeting.

Carlisle Planning Board Minutes

April 14, 2003

Page 2 of 6

Review of application to Zoning Board of Appeals for Comprehensive Permit under MGL Chap. 40B for an 8-unit condominium, Laurel Hollow, 302 Lowell Road (Map 21, Parcel 12), 2 units to be offered as affordable housing. (Application of MKCKMK, LLC, referred by Board of Appeals)

Applicant Michael Kenny was present with his attorney Michael McCarron and his engineer George Dimakarakos of Stamski and McNary. Board member Phyllis Zinicola explained that she is employed with Massachusetts Housing Finance Agency and has been advised to recuse herself from this discussion because she works closely with applicants filing for funding of similar projects.

The following citizens were also in attendance: Tom Schultz of Carleton Road, Sylvia Willard of 34 Bellows Hill Road, Deb Webster of 322 Stearns Street, Christine Kavalawskas of 20A Timothy Lane, Sean Flynn of 107 Woodbine Road, Richard Kane of 398 Lowell Street, Steve Tobin of 164 Partridge Lane, John and Jane Brewer of 280 Lowell Street, Selectman Vivian Chaput of 49 Milne Cove, and Selectman John Ballantine of 268 Fiske Street.

McCarron gave a brief summary of the Chapter 40B law and the Comprehensive Permit process. He noted that the goal of the law is to provide a minimum of ten percent affordable housing in each community. Carlisle currently has only 1.08-percent affordable housing. McCarron explained that the project at 302 Lowell Street proposes eight residential units in four buildings on four acres. McCarron noted that the Planning Board is acting in an advisory capacity to the Board of Appeals and asked that questions remain focused on issues of roadway construction, safety, access and drainage.

Dimakarakos presented the plan and explained that the 18-ft wide access road has been designed consistent with common driveway standards. The engineer also explained that the site has been designed to meet DEP stormwater runoff standards with a combination retention/detention basin located at the front of the property and roof drain infiltration. Dimakarakos noted that the site would be served with two wells and two septic systems. He also said that sight distances are adequate at 300-ft. to the north and 250-ft. to the south with a 35-mph posted speed. Abend noted that sight distances should be based on actual travel speeds, not posted speed and suggested that some clearing might be necessary to improve sight distances.

Reid was uncomfortable with the 10% driveway grade. Abend was less concerned with the overall 10% grade, but felt that only ten feet of 2% grade at Lowell Road does not provide a sufficient leveling area. Reid reminded Abend that the Planning Board Rules and Regulations allow for a maximum 8% grade on subdivision roadways. Dimakarakos noted that the plan shows the driveway only to the property line, but there is an additional ten feet of level area in the right-of-way before the roadway pavement. Abend felt that a 10% grade would be acceptable within the property, but preferred to have a maximum 3% grade for at least 75 feet from Lowell Road. Dimakarakos agreed to look at this, but said that he is working with fixed grades at Lowell Road and in the leaching area at the driveway turnaround.

Hara noted that each unit has a two-car garage. She was concerned that the roadway might not be wide enough to accommodate additional visitor parking. Abend suggested widening the turnaround to allow for some parking there. Dimakarakos explained that the proposed Cape Cod berm would effectively add two-feet of pavement and allow cars to pull up onto the shoulder. He noted that 2-ft. shoulders are proposed on each side of the driveway. Holzman suggested that perhaps grass pavers should be used to stabilize the shoulder and allow for parking. McCarron suggested that the condominium association would be able to include a parking plan in its rules. Reid noted that the drop-off from the driveway to the detention basin is very steep and she suggested that a guardrail be installed along this section of the driveway to discourage parking here. Board members agreed and recommended wooden guardrails. Abend suggested that approaching Lowell Road at an eighty-degree angle might be preferable to having an "S" curve in the driveway simply to accommodate the ninety-degree intersection.

Hara suggested that given the topography of the site, and past history with other developments, the drainage plan should be reviewed by an engineer. Holzman agreed noting that other communities often require three types of analysis: 1) mounding analysis to determine drainage patterns after septic construction, 2) hydrogeological well conflict analysis to determine effect of construction on neighboring wells and 3) infiltration analysis to review hydrology of the site and overall drainage and infiltration patterns. Holzman felt these three issues should be reviewed on this site because it is denser and closer to abutters than typical in Carlisle. Hara suggested that Dimakarakos also inspect existing culverts on Lowell Road to be sure they are functioning properly.

Hara then asked for a buffer to screen the detention basin and the development from the road and from the neighbors. Holzman noted that the town of Sherborn uses intensely planted wetlands as attractive detention basins, and suggested that the developer investigate similar alternatives. Kenny said that a landscaping plan has not been designed, but he has discussed screening with other Town boards.

Hara was concerned that the owners could enlarge the units. Kenny assured the Board that the condominium agreement would not allow for any external modifications to the buildings.

Hara asked if there is room for a footpath on Lowell Road. Dimakarakos said that the 10-feet within the right-of-way should be sufficient for a footpath. The Board thought that an additional easement should be requested in case grading is required onto the property.

The Chair opened the floor to questions from the public. Debbie Webster of 322 Stearns Street said that she lives directly across from Malcolm Meadows and her well was significantly impacted by that development despite being 360-feet deep. She encouraged the Board to strongly recommend the well conflict analysis.

John Brewer of 280 Lowell Road noted that various Town boards are making many recommendations, and he suggested that an environmental engineer review the finalized plan. He also recommended additional traffic study on Lowell Road because of a blind curve to the south of the driveway. He felt this could be a dangerous situation.

Sean Flynn of 107 Woodbine Road agreed with comments and suggestions made at this meeting and asked that the Zoning Board of Appeals receive a detailed report from the Planning Board.

At this point in the meeting the Board took up other business and later in the evening returned to this agenda item to formulate its recommendation to the Board of Appeals. No members of the public were present for this portion of the discussion.

The PA was directed to draft a memo to the Zoning Board of Appeals (ZBA) including the following recommendations:

1. The ZBA should request a footpath grading easement along the Lowell Road frontage.
2. The applicant should be requested to pay for consultant review of the following: 1) mounding analysis to determine drainage patterns after septic construction, 2) hydrogeological well conflict analysis to determine effect of construction on neighboring wells and 3) infiltration analysis to review hydrology of the site and overall drainage and infiltration patterns.
3. The applicant should provide a landscape plan showing screening and plantings near or in the detention basin/wetland.
4. Wooden guardrails should be installed along the driveway above the detention basin.
5. The driveway should have a maximum 3% grade for the first 75-feet before rising to a maximum 10% grade.
6. The driveway entrance should be widened to 20-feet.
7. Ensure maximum sight distances in both directions by trimming brush within the right-of-way or on the property.
8. Review cistern and/or sprinkler requirements with the fire chief.
9. The driveway should be designed with less of an "S" curve on the 10% grade.
10. Driveway shoulders should be stabilized to allow for extra parking.

Notice of grading and drainage concerns regarding the construction of Hart Farm Estates Definitive Subdivision Plan (off Curve Street) [Letter from Carlisle Trails Committee]

Michael Kenny informed the Board that he received the letter from the Trails Committee on Friday and will not be prepared to respond until the Board's next meeting. The Board agreed to put this topic on its next agenda.

Identification and analysis of potential sites for Wireless Communications Facilities [Broadcast Signal Lab and GPR] – Draft final report

The following members of the public were present: Matt Hamor of 715 Bedford Road, Patricia Stimpson of 94 Canterbury Court, Marilyn Saunders of 108 Canterbury Court, David Woodward of 767 Bedford Road and John Lee of 65 Lowell Street.

Planning Board members had received copies of the draft report, but had not yet reviewed it as a Board. Hara gave a brief overview of the report for the public. She stated that GPR had surveyed the town to identify sites that meet the zoning bylaw requirements and then BSL reviewed these sites for their RF capabilities. The resulting report models seventy possible schemes that could provide wireless coverage to Carlisle.

John Lee asked when the report would be available to the public. The Board thought that they would review the draft report and prepare questions and/or comments for the consultant at their next meeting. They expected that the final report would be available after the Board's meeting on May 12th.

Abend moved to extend the consultant's contract to May 31, 2003 to allow for completion and presentation of the final report. Freedman seconded the motion and it carried 7-0. Board members suggested that David Maxson of BSL be requested to attend the Board's meeting on May 12th.

David Woodward asked if the public may review the draft report. The PA said that a copy is available for viewing in the PB office, but may not be photocopied or removed from the office. The Board reminded the public that this report should be viewed as a draft of facts, not as a final action plan.

The Board agreed to continue discussion of the draft report on its April 28th meeting at 8:15 p.m.

Review of proposal by Nstar Electric to remove approximately 960 trees within the rights-of-way of various Scenic Roads for maintenance purposes

Calvin Layton of Nstar was present along with arborist Nicole Sullivan of Trees New England.

Layton explained that approximately 20-30% of outages in Carlisle are attributed to trees interfering with electrical wires. Therefore, Nstar is working to improve its tree management program. He explained that Sullivan has conducted a tree survey of the Town and identified 837 trees along scenic road that should be removed to improve service. Of these trees, 770 have less than a six-inch caliper. Fifty-eight trees are from 7"-12" in diameter, 6 trees are between 13" and 23", and 3 trees are over 24" in diameter. Layton noted that Nstar will pay for the tree removal and the Town will benefit from safer roads in addition to better electrical service. Layton stated that he has made a similar presentation to ConsCom. Layton noted that although Nstar is not required to do so, Sullivan has spoken with all abutters and obtained permissions for tree removal on private property and agreement for removal of Town trees.

Holzman asked how a community would go about putting its lines underground. Layton said that the community would pay for this and it would cost approximately one million dollars per mile. He noted that this does not include the cost for cable and other utilities.

Mansfield informed the Board that tree warden Gary Davis has stated that only trees slated for removal on scenic roads should be posted. He asked the Board if it wished to have each tree posted. Sullivan suggested that the public hearing notices could be placed on the telephone poles indicating that marked trees between the poles are to be removed. She also offered to provide a map of posted trees to be kept at the PB office. The Board agreed, but asked that the nine trees over 13" in diameter be posted individually.

The Board scheduled the public hearing for May 12, 2003 at 7:45 p.m.

Discussion of "informal conceptual plan" for Subdivision and/or Conservation Cluster and Common Driveway Special Permits for property at 149 Russell Street, Map 8, Lot 18 (Request of Fran Oh)

Fran Oh was present with her engineer Joe March of Stamski and McNary. Beth and Bob Hambleton of 149 Russell Street and Ken Harte of 64 Estabrook Road were also present.

March explained that he and his client have considered four possible development options for the 10.95 acre site. First, a 600-foot subdivision road could be constructed to provide frontage for four lots. Second, a three-lot conservation cluster could provide 30% open space, plus an additional 27% in a permanent conservation restriction. March stated that the Town would benefit from this option by preserving rural character and vistas. March's third option suggested using the existing

10-foot wide driveway to access the cluster. He noted that with wide, treeless shoulders, this would be a safe alternative. Finally, March showed that the site could be subdivided as a two lot ANR. He noted that this option is actually less desirable than the 3-lot cluster plan, because the first house would be close to the road and spoil the current vista. With the cluster plan, the first house could be located 160-feet from the road and maintain the view across the open field.

Board members agreed that the view should be preserved and encouraged the applicant to proceed with the Conservation Cluster plan. They also recommended a consultation with the Fire Chief regarding cistern requirements before proceeding.

Review of Site Plan for 43 Bedford Road (conversion of barn to professional offices) to prepare recommendations to the Board of Selectmen in accordance with Sec. 7.6 of the Zoning Bylaws (submitted by Francene Amari-Faulkner and Burton F. Faulkner III on 3/10/03)

The applicant Francene Amari-Faulkner was present.

Amari-Faulkner presented the Board with a partial site-plan prepared by Joe March of Stamski and McNary. She noted that several items of concern had been addressed. The existing berm in the parking area was squared-off to provide six parking spaces. She noted that because the interior office space has been reduced to 1000-square feet due to Board of Health restrictions, six parking spaces would be adequate. A small portion of stone wall will be removed to provide a 22-foot wide entrance.

The Board asked if lighting is specified on the plan. Amari-Faulkner stated that the Historical Commission has recommended lighting and the cut-sheet will be provided at their meeting. Hara noted that the Planning Board must also review the lighting for safety standards and to protect abutters. Amari-Faulkner suggested, and the Board agreed, that the lighting should be on either a timer or a motion detector.

Abend agreed to draft a letter to the Selectmen stating that the Planning Board approves of the site plan with the following modifications and conditions: 1) The six parking spaces should be correctly indicated on the plan. 2) Any signage should be shown on the plan and must not impede view of traffic. It is expected that signage will be mounted on the building. 3) Lighting coverage and cut-off angles should be shown on the plan. 4) If necessary, a gravel drywell should be installed to alleviate puddling at basement entry. 5) The Board recommends a creative alternative to allow the main entrance ramp to serve as a handicap ramp, rather than installing a separate ramp. 6) The Board recommends obtaining a certified, stamped plan from the engineer. 7) Finally, the Board recommends that the Selectmen not waive the filing fee.

Request for adoption of MIA Decision Procedures Checklist and attendance at CPTC workshops to reduce insurance costs (Request of Town Administrator)

This agenda item was not time sensitive and given the late hour the Board agreed to take up this discussion at its next meeting.

At 12:32 a.m. Holzman moved and Abend seconded a **motion to adjourn**. The motion carried unanimously

Respectfully submitted,



Anja M. Stam
Administrative Assistant