

National Flood Insurance mapping program prepared by FEMA to remain compliant with the National Flood Insurance program, which allows residents located within the 100-year flood plain to obtain flood insurance. Two articles were intended to address concerns raised during the West Concord Master Plan process to establish a separate West Concord Business District and West Concord Industrial District, and to consider limits and requirements for Formula Businesses (this amendment failed).

Three articles addressed concerns identified by the Planning Board during its review of various development proposals: amending the Planned Residential Development bylaw to reduce the number of units that could be built, clarify that ten percent of the units must be affordable to increase the density and require upland area within the open space provided; adding language to home recreational facilities specifying that related pool buildings and equipment must also comply with minimum yard setback requirements; and, clarifying that each new lot shall have at least fifty percent upland of the required underlying zoned minimum lot area. One article, revising the Principal Use Regulations to allow transportation services by-right in the Industrial Park and Limited Industrial Park districts, addressed issues raised by the Board of Appeals.

Other articles were more of a “housekeeping nature” – changing the method of ceiling height measurement to address changes to the State Building Code, correcting spelling errors and the Table II Accessory Use Regulations and clarifying the method of measuring the floor area within a nonconforming building and addressing the demolition of nonconforming structures.

One article that proposed a temporary limit on the size of new construction and additions to existing houses in the Southfield Road neighborhood failed to pass.

Residence C Zoning District Task Force

In response to concerns raised about the rate of change and size of new houses constructed in the Southfield neighborhood, the Planning Board, with the support of the Board of Selectmen, developed a charge and appointed nine residents to the Residence C Zoning District Task Force. Task Force members were asked to review the existing situation, consider alternatives

to address the concern, conduct community outreach and develop recommendations on how best to address issues facing neighborhoods located in the Residence C Zoning District relative to the size of new structures and additions and the extent of lot coverage. Task Force members attended a Planning Board meeting to give a presentation of their draft report. The Planning Board commended the Task Force on their work and will use the recommendations to craft zoning bylaw amendments for the 2011 Annual Town Meeting.

Other Actions

The Board made three recommendations to the Board of Selectmen regarding land under Chapter 61A at 101 Fairhaven Hill Road, 9B Monsen Road, and 110 Spencer Brook Road. The Board made two recommendations to the Public Works Commission, one regarding a Water Main Extension on Bolton Street, and one regarding the sewer connection proposal for the Concord River Walk development at 1631 & 1641 Main Street.

The Board held a public forum in June to discuss the final draft of the West Concord Design Guidelines. Work sessions were held at several of the Board’s meetings in anticipation of submitting zoning bylaw amendment Warrant Articles for the 2011 Annual Town Meeting.

Members of the Planning Board served on the following regional committees: MAGIC (Minuteman Advisory Group on Interlocal Coordination) and HATS (Hanscom Area TownS). Board members also participate on other Town Committees such as the Residence C Zoning District Task Force, West Concord Task Force, and the Community Preservation Committee.

PLANNING DIVISION

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

The Planning Division provides professional and administrative staff support to multiple standing boards and committees including: the Zoning Board of Appeals, Planning Board, Historic Districts Commission, Historical Commission, Community Preservation Committee and Comprehensive Sustainable Energy 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 also assisted the Community Preservation Committee with its plan updates, application process and funding distribution. This year the Division also provided staff support to the Bruce Freeman Rail Trail Advisory Committee, the West Concord Task Force, and the Residence C Zoning District Task Force, in addition to administering the contracts for specific projects related to the Bruce Freeman Rail Trail, the West Concord Master Plan outreach workshops and the update of the Housing Production Plan. 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, and development regulation creation.

Planning Division staff worked together in researching the history of a Town-owned parcel considered a potential site for relocation of the Caesar Robbins House and prepared the Request for Proposals to lease that site as directed by Town Meeting. Staff also worked with the Drinking Gourd Project to understand the issues with the future site, wetlands and zoning issues with the existing property at 324 Bedford Street and the Town process for relocating the house.

Senior Planner Julie Vaughan obtained authorization to install and set up the Mass Energy Insight program to track Town building energy usage and received training in the use of the program. She is awaiting input from the Concord Municipal Light Plant and others in order to prepare reports that illustrate the Town's work to reduce energy usage.

Senior Planner Lara Kritzer continued work on the draft design guidelines for West Concord as recommended by the Village Center Study and the West Concord Task Force, incorporating comments from the Planning Board and photographing various commercial developments to illustrate the guidelines.

Director Marcia Rasmussen and Senior Planner Lara Kritzer worked on the Housing Production Plan update during the summer to be sure that the updated plan was filed by mid-August. Working with housing specialist

Beth Rust of ECR Consulting and Jennifer Goldson of JM Goldson community preservation + planning, this work included an online survey, coordination of a public workshop and compilation of recent data to update the information. The update was submitted as required and revisions recommended by the Department of Housing and Community Development were incorporated in the fall. The Planning Division also provided oversight for the successful resale of Emerson Annex Unit #7. The Town is responsible for the resale of affordable homeownership units at the Emerson Annex, Elm Brook Lane, Concord Homes, 129 Old Bedford Road, 335 Walden Street and Baker Ave./Gifford Lane.

Concord has now been accepted into the HOME Consortium and will begin receiving federal housing funds in July 2011. The Planning Division will be working to establish project and program goals for the use of these housing funds, and will be working on a Fair Housing Analysis of Impediments as a required part of this work

Senior Planner Lara Kritzer continued as one of the Town representatives on the Battle Road Scenic Byway Working Group, which is comprised of representatives from all four member communities (Arlington, Lexington, Lincoln, and Concord), the National Park Service, and the Massachusetts Department of Transportation. Recent outreach and discussion has centered on informing the communities about the proposed Byway; the corridor management options and opportunities available for Concord through this program; and the recommendations proposed for transportation, land use, and tourism opportunities along the Byway.

The Metropolitan Area Planning Council (MAPC) continued its support for another year for installation of bike racks in its member communities, agreeing to reimburse MAPC communities for the purchase of the bike racks provided they were located on publically controlled land and met specific design criteria. Senior Planner Julie Vaughan conducted outreach to Town departments, the Concord Housing Authority and Concord Public Schools to identify suitable additional locations for bike racks and coordinated orders for the equipment with delivery and installation anticipated in the spring 2011.