

results have documented over 30 species using the four wildlife underpasses with widely varying frequencies. The WPTF continues to work with Noah Charney, a UMass Amherst PhD student, on statistical analyses of the culvert crossing data. The WPTF continue to find ways to share their findings and are considering the next steps for the project. Members include Dave Kay, Ron McAdow, Lydia Rogers, Dan Stimson, and Bryan Windmiller.

## 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 support to 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 are responsible for coordinating the review of development proposals that are submitted for regulatory approval to the Planning Board, Board of Appeals, Historic Districts Commission and Historical Commission. The Planning Division also assists the Community Preservation Committee with plan updates, application process, and funding distribution. The Division also provided staff support to the Bruce Freeman Rail Trail Advisory Committee and worked with the West Concord Task Force and the Concord Housing Development Corporation, in addition to administering the contracts for specific projects related to the Bruce Freeman Rail Trail, the West Concord Master Plan and the various housing initiatives.

Planning Division staff coordinated or were appointed to work on various Town-oriented projects. Senior Planner Lara Kritzer worked on the Employee Efficiency Team to gather further information on the fee structure in other municipalities. Fees were subsequently raised in the summer of 2009.

Planning Division staff worked together to develop a space needs survey and an inventory of Town facilities in an effort to begin planning for future expansion and

renovation. The preliminary survey was completed and building and site plans are currently being compiled for use by a facility planner.

Senior Planner Julie Vaughan worked with other Town staff to coordinate the Town Energy Audit of nine Town buildings, which included a tour of facilities with the consultant. A new draft Energy Audit Report was prepared, which was reviewed and discussed by facility managers with next steps then presented to the Comprehensive Sustainable Energy Committee and Town staff.

The Town applied for and received official membership status to the Local Governments for Sustainability (ICLEI); Senior Planner Julie Vaughan was designated as the Town liaison. She completed the Inventory Training and Local Government Operations Protocol Training for the Clean Air and Climate Protection software that ICLEI provides as a means for calculating, inventorying, quantifying, predicting and tracking municipal greenhouse gas emissions both for community and government operations with the intent of formulating carbon reduction goals for a set forecast year.

Senior Planner Lara Kritzer and Director Marcia Rasmussen prepared draft design guidelines for West Concord as recommended by the Village Center Study and the West Concord Task Force. These draft guidelines were distributed to the West Concord Task Force and the Planning Board with adoption of the guidelines expected in early 2010.

Director Marcia Rasmussen and Senior Planner Lara Kritzer worked through the summer on the request to join the West Metro HOME Consortium, and Concord was approved as an official member in September. Participation in the Consortium gives the Town access to federal funds for affordable housing projects (Concord may receive up to \$25,000 annually once admitted to the Consortium), beginning in 2011. This is an action that was recommended in the 2004 Planned Production Housing Plan and the 2005 Comprehensive Long Range Plan. The Planning Division also provided oversight for the successful resale of Emerson Annex Unit #8. The Town is responsible for the resale of affordable homeownership units at the Emerson Annex, Elm Brook Lane, Concord Homes, 129 Old Bedford Rd., 335 Walden St. and Baker Ave./Gifford Lane.

Senior Planner Lara Kritzer was appointed to serve on the Battle Road Scenic Byway Working Group, comprised of representatives from Arlington, Lexington, Lincoln, and Concord, the National Park Service, and the Massachusetts Department of Transportation. Much of the recent discussion has centered on several potential “loops” and extensions to the existing Byway route, with routes in Concord recommended to extend the Byway from its current end point at the Buttrick Mansion to the Barrett Farm and to consider two potential loops in Concord - the first would lead visitors along Virginia Rd. to sites such as the Thoreau Birth House and Hanger 24, and a second would begin in Lincoln and run past Walden Pond into Concord Center. Public hearings on the Byway were held in December to introduce the project and obtain more information from Concord residents.

Senior Planner Julie Vaughan attended the monthly Metropolitan Area Planning Council (MAPC) Regional Pedestrian Transportation Plan meetings to provide input into the draft Plan. Goals include improving the quality of the pedestrian environment, implementing “complete streets” where possible, providing equitable means for all forms of alternative transportation, promoting walking and establishing a system to handle community-wide inventories and tracking. High priority will be given to areas with existing transit, schools, and commercial and civic centers.

As part of a Bicycle Parking Program, MAPC promoted 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; Concord was allotted \$4,500 toward this effort. An application was approved in September and the installation of 23 bike racks was completed by November in order to receive the funds. Senior Planner Julie Vaughan inventoried existing bike racks in Town, created a data layer in GIS and obtained GPS positions for and photographs of the bike racks throughout Town.

## PLANNING BOARD

Elise B. Stone, Chair  
Christopher A. Sgarzi, Vice-Chair  
Mark Bobrowski, Clerk  
Jeffrey W. Adams  
Doris Cole  
Elisabeth Elden  
Todd Fulshaw

The Planning Board’s authority is contained in MGL CH. 41 “Improved Methods of Municipal Planning” and MGL CH. 40A “The Zoning Act.” Additional responsibilities are found in the Town Bylaws and the Town Charter.

The Board held twenty-three public meetings and five public hearings. The hearings were for the following: zoning amendments to be considered by Annual Town Meeting; a nine-lot Definitive Subdivision of land located at 110 Commerford Rd., 41X, 51X, 58X, 61X, and 53A Annursnac Hill Rd.; a Special Permit Application for a Common Driveway to serve two lots at 140 & 14B Commerford Rd.; and two West Concord Interim Planning Overlay District Special Permit applications, one for 1135 Main St. (the former Dee bus site) and one for 1200 Main St.

### *Residential development*

Ten “Approval Not Required” plans were submitted to the Board. Five of these plans approved changes of lot lines that did not create additional building lots. The remaining five plans created 10 additional building lots.

The Planning Board disapproved a 9-lot Definitive Subdivision for 110 Commerford Rd. That decision was appealed by the applicant, Concord Wold, LLC to Land Court. The Board disapproved a Preliminary Subdivision plan filed by the same applicant for a 15-lot subdivision on land off 110 Commerford Rd.

Two affirmative recommendations were made to the Zoning Board of Appeals for Planned Residential Developments. One was on an application for an 11-unit Planned Residential Development at 201 Independence Rd., using land associated with an adjacent parcel at 525 Lexington Rd. and incorporating portions of Gowings Swamp. The other affirmative recommendation was on an application by the Concord Housing Development Corporation for an 8-unit 100% affordable Planned Residential Development at 1245 Elm St.