

**TOWN OF ACTON**  
472 Main Street  
Acton, Massachusetts 01720  
Telephone (978) 264-9636  
Fax (978) 264-9630

**Planning Department**

**INTERDEPARTMENTAL COMMUNICATION**

**To:** Planning Board **Date:** July 6, 2007  
**From:** Kristin K. Alexander, AICP, Assistant Town Planner *KK/A*  
**Subject:** Elm Street Ball Field Light Replacement Special Permit

Below is basic information about the proposal and Planning Department comments. Comments were received from other Town departments/agencies. The applicant should review all comments.

**Location / Map and Parcel:** 21 Elm Street / E-2, 247  
**Zoning:** Residence 2 (R-2)  
**Request:** new lights & light poles higher than allowed by the Acton Zoning Bylaw, Section 5, Table of Standard Dimensional Regulations  
**Applicant / Property Owner:** Town of Acton  
**Contact:** Ms. Cathy Fochtman, Recreation Director  
**Public Hearing:** July 10, 2007 (7:45 PM)  
**Decision Due:** October 8, 2007

**Project Summary**

The Town of Acton is applying for a special permit to install new light poles (and lights) that exceed the Residence 2 (R-2) zoning district height limit of 36 feet. Acton Zoning Bylaw (Bylaw) Section 5.3.5.3 allows light poles to be installed up to a height of 85 feet by special permit. Two new 70-foot and four new 80-foot high galvanized steel poles would replace the eight 45-foot high, 35 year old wooden poles. The purposes of the request are to replace the decaying light poles, improve lighting coverage of the ball field at night, expand lighting coverage to include two adjoining practice fields, and reduce light trespass onto abutting properties. According to the application, the new lights will be more energy efficient, will require less maintenance, and can be controlled / managed from either on or off site. The application contains an engineer's letter certifying that the proposed lighting information is valid and complies with Town's lighting requirements and in particular, Section 10.6.2.4c of the Bylaw which relates to illumination of outdoor recreation facilities. The Town Outdoor Lighting Education Committee supports the project.

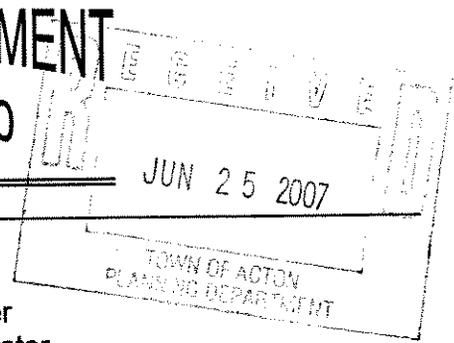
**Comments and Recommendation**

The Planning Department has only one comment / question regarding the proposal:

- What is the amount of light trespass onto Elm Street and nearby residential properties from the existing lights? How does it compare to the light trespass that will be created from the new lights?

Unless significant issues related to the proposal are revealed at the public hearing on July 10, 2007, staff recommends that the Board close the hearing on that date (after comments/concerns are heard), and staff draft a decision for the Board to consider at the next meeting.

**ACTON PLANNING DEPARTMENT**  
**Inter-departmental Memo**  
**978-264-9636**



**Date:** 6/13/07

**To:** Assessors  
Conservation Commission  
Fire Department  
Historical Commission  
Municipal Properties  
Water District

Building Commissioner  
Engineering Administrator  
Health Department  
Historic District Commission  
Police Department, fyi  
Mark Hald, fyi

**From:** Kim DeNigro, Secretary *JD*

**Subject:** Elm Street Ball Field – Light Replace Project – Special Permit

Attached is an application for a Special Permit – Light Replace Project at Elm Street Ball Field.

General information about the proposed development is as follows:

Location: 21 Elm Street Field at the Douglas School

Applicant: Town of Acton – Town Manager/Recreation Dept.  
Map: E-2  
Parcel: 247  
Zoning: R-2

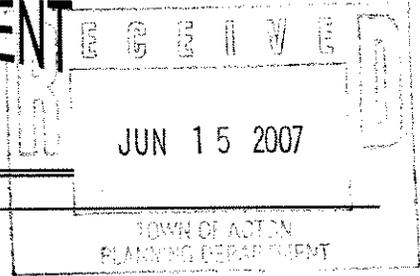
Please review the enclosed application and send your comments to the Planning Department no later than July 3, 2007. The public hearing is scheduled for July 10 at 7:45 PM. If you have any questions, please call the Planning Department at 264-9636. I also have copies of the larger plans. Please don't hesitate to contact me, if needed.

Review Comments: Please be advised that I have  
no objection to the issuance of this  
special permit.

Signature: *Robert C. Tracy*  
FIRE CHIEF

Date: 6/22/07

**ACTON PLANNING DEPARTMENT**  
Inter-departmental Memo  
978-264-9636



**Date:** 6/13/07

**To:** Assessors  
Conservation Commission  
Fire Department  
Historical Commission  
Municipal Properties  
Water District  
Building Commissioner  
Engineering Administrator  
Health Department  
Historic District Commission  
Police Department, fyi  
Mark Hald, fyi

**From:** Kim DelNigro, Secretary *LD*

**Subject:** Elm Street Ball Field – Light Replace Project – Special Permit

Attached is an application for a Special Permit – Light Replace Project at Elm Street Ball Field.

General information about the proposed development is as follows:

Location: 21 Elm Street Field at the Douglas School  
Applicant: Town of Acton – Town Manager/Recreation Dept.  
Map: E-2  
Parcel: 247  
Zoning: R-2

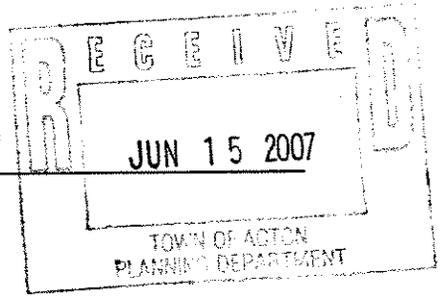
Please review the enclosed application and send your comments to the Planning Department no later than July 3, 2007. The public hearing is scheduled for July 10 at 7:45 PM. If you have any questions, please call the Planning Department at 264-9636. I also have copies of the larger plans. Please don't hesitate to contact me, if needed.

Review Comments: The Health Department has no comments.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: *[Handwritten Signature]* Date: 6/15/07

ACTON PLANNING DEPARTMENT  
Inter-departmental Memo  
978-264-9636



**Date:** 6/13/07

**To:** Assessors  
Conservation Commission  
Fire Department  
Historical Commission  
Municipal Properties  
Water District  
Building Commissioner  
Engineering Administrator  
Health Department  
Historic District Commission  
Police Department, fyi  
Mark Hald, fyi

**From:** Kim DelNigro, Secretary *KA*

**Subject:** Elm Street Ball Field – Light Replace Project – Special Permit

Attached is an application for a Special Permit – Light Replace Project at Elm Street Ball Field.

General information about the proposed development is as follows:

Location: 21 Elm Street Field at the Douglas School  
Applicant: Town of Acton – Town Manager/Recreation Dept.  
Map: E-2  
Parcel: 247  
Zoning: R-2

Please review the enclosed application and send your comments to the Planning Department no later than July 3, 2007. The public hearing is scheduled for July 10 at 7:45 PM. If you have any questions, please call the Planning Department at 264-9636. I also have copies of the larger plans. Please don't hesitate to contact me, if needed.

Review Comments: no comments

---

---

---

---

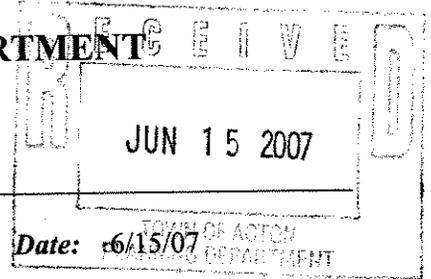
---

---

Signature: *Sam Rod* Date: 6/15/07

**ACTON MUNICIPAL PROPERTIES DEPARTMENT**

**INTERDEPARTMENTAL COMMUNICATION**



**To:** Kim DelNigro, Planning Department

**From:** Dean A. Charter, Municipal Properties Director

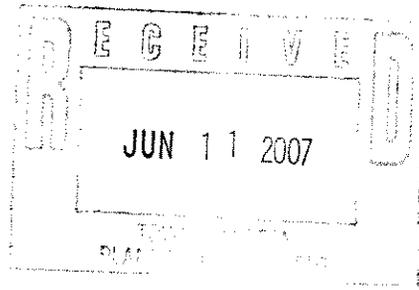
**Subject:** Elm Street Ball Field lighting project

**Date:** 6/15/07

I have reviewed the application and am very familiar with the site. My comments are as follows:

1. The poles are in very bad shape, and I have been an advocate for many years of replacing them. I fully support removal and /or replacement of the poles.
2. I suggest that the Police Department or the Information Technology Department weigh in on the possibility of co-locating surveillance cameras and/or radio repeaters on one or more of these poles. The eighty foot height of the pole is comparable to the height of the antenna tower we recently built at the PSF. Having a tower in this location might fill in some radio coverage gaps. By the same token, positioning a camera atop one of the poles would provide an added layer of security to the playground area, Douglas School, Gates School, the railroad crossing at Central Street, and the intersection of Elm Street and Central Street, depending upon the camera chosen.

**Cc:** Recreation  
Police Department  
Information Technology Department



June 8, 2007

Acton Planning Board  
472 Main Street  
Acton, MA 01720

Re: Special Permit Elm Street Light Project

Dear Board Members:

This letter is to inform you that the installation of lights at the Elm Street Field should not have any impact on my property of which I plan to donate the northernmost 8.2 acres to the Town for conservation and recreation purposes in the near future.

I should also like to go on record in support of the proposed improvements; however, this endorsement should not be construed to diminish any legitimate concerns as to glare and hours of operation raised by the owners of the single family homes directly across Elm Street.

Very truly yours,

Mark T. Donohoe, Trustee  
YOUNAMEIT Realty Company  
8 Knowlton Drive  
Acton, MA 01720