

TOWN OF LINCOLN
MINUTES OF THE PLANNING BOARD
MARCH 22, 2016
TOWN OFFICES

PRESENT: Margaret Olson (Chair) (MO), Bryce Wolf (Co-Chair) (BW), Gary Taylor (GT)

STAFF: Paula Vaughn-MacKenzie

7:00 PM PUBLIC HEARING, Section 17 Site Plan Review: Van Vleck & Nydam, 2 Lewis LLC, 2 Lewis Street, Parcel 161-1-0. Public Hearing for site plan review of a renovation of a building in the B-2 District, the addition of two signs, one permanent and one temporary and review for a recommendation to the ZBA for uses permitted subject to the permission of the Board of Appeals pursuant to section 10.2 of the Zoning Bylaw.

Christina Van Vleck and her architect Martin Dermady appeared before the Board and presented the project. Christina Van Vleck and her husband David Nydam purchased 2 Lewis Street located in the B-2 Zoning District. They intend to keep the businesses on the first two floors and live in the third and fourth floors. They are making improvements to the exterior of the building, reconfiguring the parking area to accommodate two van handicap spaces and increasing the green space. Mr. Dermady explained that there are currently 24 parking spaces and that the Zoning Bylaw requires 16 spaces, 14 for the businesses and two for the residence. The current proposal is for 19 spaces, two of which will be van accessible. The two story entrance fronting Lewis Street will be removed and replaced with a new one story entrance porch. The external ground mounted air conditioning units will be relocated to the rooftop of the single story structure adjacent to the train tracks and will be screened by a low fence. Access to the building will be improved by ADA compliant ramps. Mr. Dermady stated that the septic system has been rebuilt and that a newly designed drainage system will control storm water. An existing storage shed will be replaced with a new 6'X16' storage shed. A 42" fence will be added to the front yard for the family dog.

Section 10 of the Zoning Bylaw governs the B-2 Service Business District. The Board noted that under the jurisdiction of the Planning Board, the project will require:

1. Site Plan Review as required by Section 10.1,
2. The Planning Board's recommendation to the Board of Appeals as required by Section 10.2
3. The Planning Board's approval of signs as part of its Site Plan Review.

The Board addressed each requirement for Site Plan Review under Section 17 as follows:

1. **Preservation of Landscape:** Mr. Dermady noted minimal changes to the landscape. A terrace between Levels one and two will be removed and replaced with grade along the

Lincoln Road side. One conifer tree will be removed. BW noted that a retaining wall will be replaced in the back and asked if the height of the wall will require a guard rail. Mr. Dermady responded that they will try to keep the height of the wall below the threshold requiring a railing and thought that it would be 28 inches tall. The Board asked that the height be noted and added to the site plan. The Board noted that shrubbery currently exists on the slope behind the wall and asked how much would be removed. The Board requested that the site plan indicate the existing shrubbery to be removed and the shrubbery to remain. Mr. Dermady noted that three trees are to be added to the increased greenspace fronting Lewis Street. The Board stated that although it was not necessary to specify the type of trees, the plan should indicate the caliper of trees. The Board requested that the caliper of trees be indicated on the site plan.

The Board noted that it would be nice if the septic system pipe could be screened. Mr. Dermady noted that the placement of the fence may serve to screen the pipe.

2. **Relation of Buildings to Environment:** Mr. Dermady explained that the existing four story structure will remain. The two story Lewis Street entrance will be replaced with a one story entrance porch. Also, ground mounted air conditioning units will be relocated to the rooftop of the single story structure adjacent to the train tracks and will be screened by a low fence. The Board noted that the exterior door to the rooftop where the AC units will be located is being replaced by a window and asked if a service professional could exit the building to service the units. Mr. Dermady noted that someone could use the window or access the single story rooftop with a ladder.

The Board noted that the exterior of the building was much improved by the proposed design. The Board asked if the new shed would be on a concrete slab. Mr. Dermady noted that the shed could be placed on sonotubes. The Board also reviewed the area between the parking lot and the Food Project. Mr. Dermady stated that there are some existing bushes that may not be saved during the construction but that shrubs would be planted in that location.

3. **Building Design and Landscaping:** The new building design was explained above. The landscaping design proposes new trees and green space between the parking area and Lewis Street as well as a front lawn at the corner of Lewis Street and Lincoln road. The front lawn will be enclosed by a 42" high wood fence set back to allow for plantings along the sidewalks.
4. **Open Space:** The Board noted that the lawn area and the area around the parking are improved with more greenspace.
5. **Circulation:** Mr. Dermady noted that pedestrian circulation is improved and handicap access is improved by the integration of ramps at Levels 1 and 2, decks at Level 2 as well as reconfigured sidewalk leading from Lewis Street to the main entrance.

A parking analysis was submitted and detailed on sheet A-102 which shows that the required number of parking spaces under the Zoning Bylaw would be 16 spaces including two accessible

spaces. The proposed parking is 19 spaces including 2 van accessible spaces. The existing parking is 24 spaces with no accessible spaces. The proposed parking spaces measure 8'6" by 18' and there is a 24 foot wide maneuvering aisle. The Board noted that the dimensions comply with Section 15.3.3.1 of the Zoning Bylaw. The number of required spaces pursuant to Section 15.3.2.1 for a dwelling is one parking space and sufficient space for visitors and one parking space for each 250 square feet or fraction thereof of gross floor area for the retail space. In this case the applicant based the required number of spaces on two spaces for the dwelling and 14 spaces for the rest of the building (retail and service establishment). The Board had no issues with the parking plan and supported the increase in green space.

Christina Van Vleck stated that they will continue to use MBTA property to access the spaces along the railroad tracks and is currently working with the MBTA to formalize a license.

6. **Surface Water Drainage:** A Storm Drainage Narrative was submitted by Peter Gammie, of Columbia Design Group. A Civil Site Plan dated 2/25/2016 by Columbia Design Group details the drainage plan.
7. **Water and Waste Disposal:** Mr. Dermady noted that a new septic was installed in December 2015. A copy of the Certificate of Compliance dated 12/23/2015 was submitted. The septic design by Sullivan, Connors and Associates dated 9/15/2015 was also submitted. The Board noted that there are 2 large vent pipes located against the wall by the barber shop and Mr. Dermady stated that there is a second septic located there but did not know the exact location. The Board requested that a note be made on the site plan indicating that a second septic system exists in that general location.
8. **Utility Service:** Existing overhead electrical service will remain. Access to Level 1 will be improved by providing a new door independent of the three tenant spaces leading to a corridor upon which the sprinkler room is located. Disposal of solid waste will be accomplished by storage in the newly proposed shed (as seen on the proposed site plan A-102) and removed on a regular basis.
9. **Signs:** The existing tenant signs at Level 1 will remain. The applicant stated that new building signs are proposed for the east side near Lincoln Road as well as by the entrance to the Level 2 Annex. Designs for the signs for the east side were submitted. A 96" by 12" address sign will be hung on the new railing above the dry cleaner and below that a 96" by 9" Space Available sign will be hung below when vacancies occur.

The Board noted and the applicant was advised that Section 16.2 of the Zoning Bylaw provides that one unlit accessory sign advertising the sale or lease of premises is permitted by right if such sign does not exceed 8 square feet and shall not be maintained for a period of more than 180 days and shall be removed after the sale or lease is consummated. The Space Available sign does not exceed 8 square feet.

A new sign was proposed for the level 2 annex but no design was submitted because they do not know who the tenant will be. Dimensions for the level 2 annex sign were submitted. There is also a new sign proposed for the barber shop door on the east side. Dimensions and a design

for the barber shop sign were submitted. The Board had no issues with any of the proposed signs.

10. **Special Feature:** The existing storage shed will be replaced by a 6'X16' shed to store solid waste and maintenance equipment. A rendering of the shed was submitted and the location is shown on the proposed site plan sheet A-102.
11. **Screening:** The abutting properties include all commercial entities. There is a two family residence across the street on Lewis Street. The applicant is not proposing any additional screening but is increasing the green space between 10 Lewis Street and the parking area. They are also adding trees to either side of the parking lot entrance on Lewis Street which was made possible by reducing the number of parking spaces. The front and side lawns have been increased and new brick walkways have been added. A 42" high white wooden fence is proposed for the front yard and a 3' high fence will screen the mechanicals on the roof overlooking the MBTA tracks. Specifications and photos of the proposed fencing were submitted.
12. **Lighting:** The applicant submitted a revised site plan dated 3/18/2016 sheet A-102 and elevations dated 3/18/2016 sheets A-107 through A-110 showing the locations of the exterior lighting which includes two pole lights with double lamps, 9 sconces and 5 downlights. All lighting is comprised of full cut off fixtures and all LED bulbs have a color temperature of 3000K or less. All specifications for lighting were submitted.

The applicant also noted that emergency lighting is proposed outside of doorways. The exterior emergency lighting will be powered from the interior emergency lighting. Specifications for the emergency lighting were submitted. The Board requested that the emergency lighting locations be added to the plans.

The Board next discussed when the exterior lighting including the parking lot pole lights would be turned off for the night and suggested that all exterior lighting be turned off one hour after the last business vacated for the day.

GT made a motion to close the public hearing. BW Seconded. Passed 3-0.

BW made a motion to make a favorable recommendation to the Board of Appeals subject to all exterior lighting being turned off one hour after the last business has been vacated for the day and subject to the following additional information being added to the site plan.

1. Height of the newly built retaining wall at the rear of the property abutting the MBTA property.
2. A note that an existing septic system is located on the MBTA side of the property.
3. The location of the new septic system for the property.
4. Shrubbery to be removed and shrubbery to remain on the slope above the retaining wall at the rear of the property.
5. Minimum caliper measurement of the three new trees to be planted in the front of the property.

6. One sconce added to the second floor balcony exterior door.
7. All emergency lighting locations.

GT Seconded. Passed 3-0.

BW made a motion to approve the site plan including Proposed Site Plan sheet A-102 dated 3/18/2016, Existing and Proposed Elevations sheets A-107 through A-110 , Specification sheets for lighting, and including all submitted designs and dimensions for signs, subject to a special condition requiring that all exterior lighting be turned off one hour after the last business has vacated the building for the day and subject to items 1-7 specified above be added to a revised site plan to be submitted to the Planning Department. GT seconded. Passed 3-0.

8:00 PM BUSINESS

BW made a motion to approve the March 8, 2016 minutes as amended. GT Seconded. Passed 3-0.

BW made a motion to adjourn. GT Seconded. Passed 3-0.

Submitted by Paula Vaughn-MacKenzie

Approved as amended April 12, 2016