

**TOWN OF LINCOLN**  
**MINUTES OF THE PLANNING BOARD**

**APRIL 12, 2016**

**TOWN OFFICES**

**PRESENT:** Margaret Olson (Chair) (MO), Lynn DeLisi (LD), Gary Taylor (GT), Steve Gladstone (SG)

**STAFF:** Jennifer Burney (JB), Paula Vaughn-MacKenzie (PV-M)

**7:00 PM PUBLIC HEARING, Section 16, Sign Permit: Flint, 131 Cambridge Turnpike, Parcel 119-1-0.** Public Hearing for locating a sign above the garage door for a business at 131 Cambridge Turnpike, (Tracy's garage). Vote expected. 4/12/2016

LD opened the public hearing.

Nickolai Flint appeared before the Board. Mr. Flint wishes to attach a vinyl sign 8'X2.5' to be mounted on the garage door at Tracy's gas station. The sign will be black, red, and white. Mr. Flint submitted a rendering of the sign as well as a photo showing the proposed location. There were no comments from any member of the public. The Board had no objections to either the design of the sign or the location.

SG made a Motion to close the public hearing. GT Seconded. Passed 3-0.

GT made a Motion to approve the sign, its design, dimensions, and location as submitted. SG Seconded. Passed 3-0.

**7:07 PM APPROVAL NOT REQUIRED, SECTION 2.0 OF THE RULES AND REGS GOVERNING THE SUBDIVISION OF LAND AND LAYING OUT OF WAYS: Harrington, 6 and 8 Millstone Lane Parcels 180-2-0 & 180-1-0.** Request for endorsement of an ANR plan to change lot lines. Vote expected. 4/12/2016

Wendy Harrington and Heidi Vona, trustees of the 122 Tower Road Realty Trust appeared before the Board and presented the plan. The plan shows altered lot lines for lots 3 and 4 to create new lots 3A and 4A as part of a multi lot definitive subdivision known as Millstone Lane. The altered lot lines do not create any additional lots to the subdivision.

An ANR plan must be endorsed if:

1. There is adequate frontage pursuant to the Zoning Bylaw for the lots.

The plan presented to the Board showed that both lots have adequate frontage pursuant to the Zoning Bylaw. The plan shows lot 3A with frontage of 125.15. Section 6.5.3 Frontage provides that

the minimum street frontage shall be 120 feet. The plan shows Lot 4A with frontage along a curve of 98.42 feet. Section 13.2.3 provides that a lot on a turning circle may have a frontage of not less than 80 feet provided that the shortest distance between side lot lines shall be at least 120 feet at every point more than 35 feet from the street line to the principal building. The plan also indicated that there was 160.2 feet from side line to side line at 35 feet which was the narrowest part of the lot. Lot 3A showed 121 feet from side line to side line at 35 feet which was the narrowest part of the lot.

2. The changing of the lot lines does not constitute a subdivision under the subdivision control law.

The change in lot lines only changes the size and shape of the lots and does not leave any lot without adequate frontage. No additional lots to the subdivision have been created.

3. The content of the submitted plan must be complete

The plan contains all of the information required under section 2.2 of the Rules and Regulations Governing the Subdivision of Land and Laying Out of Ways as follows:

- a. Name of owner and names of abutters

Both the names of the owner and the names of the abutters are indicated on the plan.

- b. Location of all structures, ways, easements, and the extent of any residue of the land divided.

Two easements are shown on the plan, and the book and page referencing the conservation restriction and other restricted premises have been put on the plan.

- c. The Words "approval Under the Subdivision Control Law Not Required" and Space for Signatures were on the plan.

GT made a Motion to approve the endorsement of the ANR plan as presented and entitled Plan of Land in Lincoln, Massachusetts by Snelling & Hamel Associates, Inc., 122 Tower Road Realty Trust, BK: 340070, pg. 360, dated March 24, 2016. SG Seconded. Passed 3-0.

**7:20 PM Business**

**Minutes:** GT made a Motion to approve the March 22, 2016 minutes as amended. LD Seconded. Passed 4-0.

**Decisions:** The Board signed the 2 Lewis Street, LLC Site Plan Approval decision.

**7:30 PM DETERMINATION OF MINOR CHANGE, Section 17 Site Plan Review: Care Dimensions, 121, 129 Winter Street, Parcels 167-1-0, 167-2-0, 167-3-0, & 167-4-0.**

Determination of Minor Change for changes to the approved site plan. Vote expected. 4/12/2016.

Al Crepeau of EGA Architects, and Diane Stringer, President of Care Dimensions appeared before the Board. Mr. Crepeau presented the proposed changes to the approved site plan. The changes were submitted in a set of plans dated March 25, 2016. This submission included changes to the elevations which were detailed in a letter from EGA Architects dated January 28, 2016.

A coordination meeting was held in the Planning Department on April 7, 2016 in order to review the changes proposed by Care Dimensions. In attendance was a team from Care Dimensions including Al Crepeau, Tom Ford from Care Dimensions, representatives from Beals + Thomas for Care Dimensions, Joel Freedman and David Henken, representatives of the ZBA, Margaret Olson, representative from the Planning Board, John Vancor from Hayner/Swanson, consulting engineer for the Town of Lincoln, Jennifer Burney and Paula Vaughn-MacKenzie. After review of all the proposed changes, there were a few concerns raised by Joel Freedman regarding the entrance, the proposed stone wall near Winter Street and the color of the gate at the emergency entrance. Mr. Freedman requested that the stone wall near Winter Street be constructed of field stone of a type that would typically be found in old farmer's walls. The existing note on the plan showed the usage of boulders taken out of the site. Mr. Freedman also requested that the entrance to the facility be revised to give visual and audio cues for visitors to turn right when exiting the facility. He suggested that the left corner be tightened and the right corner be eased to facilitate this as well as elongating the rumble strip separating the entry and exiting lanes. The last suggestion was to have the emergency entrance metal gate painted gray instead of the proposed red and white stripe.

The Board noted that they agreed that the field stone wall near Winter Street should be an attractive stone wall rather than a large boulder wall using boulder's taken from the site and requested that the note on the plan be changed to reflect that intent. Mr. Crepeau agreed. Mr. Crepeau explained that the Lincoln Fire Department had requested an additional fire hydrant to be located at the front of the building. The Board had no objections. Mr. Crepeau next stated that the service entrance gate would be changed from red and white stripe to gray as requested by Joel Freedman. Regarding the main entry, EGA Architects had made changes to the original entry design by reducing the width of the curb cut at the main entrance in Waltham so that review by the Waltham Department of Survey and Planning was not required. Although the applicant stated that the same curvature, traffic calming and traffic marking requested by the Lincoln ZBA were still included in the design, Mr. Freedman and Ms. Olson disagreed at the coordination meeting. Mr. Crepeau stated that the entrance to the facility would be changed to address the concerns raised by Mr. Freedman and Ms. Olson. Specifically, the rumble strip would be elongated and the curbs would be eased and tightened in order to give cues to exiting vehicles to turn right. The Board agreed with these concerns and requested the changes to be made.

PV-M reported that John Vancor from Hayner/Swanson had raised some concerns regarding proposed changes to the drainage plan. These concerns were as follows:

1. Mr. Vancor noted that an infiltration component had been added to the subsurface system #4 with the bottom of stone in this system at elevation 206. This was done because the City of Waltham did not approve the drainage system to be connected directly into their catch basin. Hayner/Swanson noted that the underlying bedrock may be shallow beneath the infiltration system and the adjacent public roadway (Winter

- Street). The roadway surface elevation is approximately 209. Mr. Vancor suggested that Beals + Thomas review this to see if underdrains should be incorporated along Winter Street to protect the integrity of the road.
2. Subsurface System #3 is located adjacent to Subsurface System #2. Following the site topography, System #3 is higher than System #2. The bottom of the stone in System #3 is six feet above the bottom of stone in the adjacent System#2. John Vancor noted that the bedrock generally may be shallow and generally conforms to the slope of the surface. He was concerned that storm water from System #3 will follow the bedrock surface to the stone in System #2 and in effect reduce the overall capacity of System #2.
  3. The proposed overflow connection from System #3 to System #2 is an 18-inch HDPE pipe laid at approximately 45 percent slope. Mr. Vancor suggested that provisions be incorporated into the design to assure this steep pipe will be secured and will not be able to slide down slope over time.
  4. Hanyner/Swanson has previously commented on their concern that flow in the steep roadside swale could result in erosion and present a long term maintenance concern. The designer has incorporated stone check dams in an effort to minimize erosion. Mr. Vancor remains concerned about erosion and emphasized the need to take care during construction to establish turf in the swale and to diligently address any erosion during and after establishment of this grass swale lining.
  5. A foundation drain has been added to the plans. This drain is shown out letting into the steep roadside swale. Although the flow is expected to be minimal, Mr. Vancor suggests tying this drain into the closed system similar to the way roof drains are proposed to tie in.

The Board noted that the plans should be revised to address the concerns raised by Mr. Vancor.

The Board next reviewed the proposed additions to the lighting plan. Care Dimensions proposes to add bollard lights to two proposed garden areas where there are walking paths. Mr. Crepeau stated that the reason for the walking paths was to provide family members an area to have a quiet place to walk or sit even at night. The walking path goes around the building and the applicant would like the bollard lighting for safety. The Board noted that the only abutter is the reservoir across the street so that neighbors would not be affected. Mr. Crepeau noted that the pole lighting was the same as the original lighting plan. The only other lighting change is a downlight proposed over the entry sign which is located in Waltham. The Board had no objections to the lighting proposals.

LD made a Motion to consider the proposed changes as minor changes to the approved site plan. GT Seconded. Passed 4-0.

The Board suggested that the hearing be kept open until the applicant submits revised plans that address the issues raised as follows:

1. The note describing the materials to be used for the stone wall facing Winter Street shall be changed from boulders found onsite to field stone.
2. The service entrance gate color shall be changed from red and white striped to gray.

3. The main entrance shall be revised by easing the outbound curve, tightening the inbound curve, and elongating the central rumble strip to give cues for exiting traffic to turn right.
4. To address the drainage concerns detailed by Hayner/Swanson and enumerated in 1-5 above.

**8:00 PM Board Reorganization and Liaison Appointments.** Votes expected.

LD suggested that MO continue as Chair and that she would be happy to serve as Vice-Chair for the coming year.

GT made a Motion to appoint Margaret Olson as Chair and Lynn DeLisi as Vice-Chair for the coming year. LD Seconded. Passed 4-0.

The Board made the following appointments for liaison positions as follows:

Battle Road Scenic Byway Committee: Paula Vaughn-MacKenzie

Campus Master Planning Committee or any Committee that evolves from the original committee: Steve Gladstone

HATS: Margaret Olson with Lynn DeLisi as the alternate

Historic District Commission: Rick Rundell

Library Landscape Committee: Rick Rundell

MAPC: Jennifer Burney

MAJIC: Jennifer Burney

Roadside and Traffic Committee: Margaret Olson

Housing Commission and all other Housing Matters: Gary Taylor

**8:15 PM Director's Report**

JB reported that she was working with Chris Bibbo to make an application for a grant under the Complete Streets program. Initially, the towns apply for a technical assistance grant to develop a plan and then apply for an implementation grant to pay for approved projects which can relate to Traffic & Safety, Bicycle Facilities, Pedestrian Facilities, and Transit Facilities. As part of this discussion, MO suggested that the Planning Board should review and develop a Town wide comprehensive roadside path plan.

The Planning Department is also working with the Conway School on a studio project that will focus on the Lincoln Station area. They will be looking at the greenspace behind the Lincoln Station Mall, improvements to the MBTA stop, connecting both sides of Lincoln Road to make it more pedestrian friendly and incorporating the Peace Park.

Town Counsel has been working on an Accessory Apartment Bylaw for units that can be included in the Town's subsidized housing inventory. The Bylaw needs DHCD approval before it can be brought before Town Meeting in 2017.

PV-M requested the go ahead to draft revised language to Section 2.0 Of The Rules And Regulations Governing The Subdivision Of Land And Laying Out Of Ways in order to have the time of action by the Planning Board mirror the State Law and to clarify the date of submission of an ANR plan to be the date of the first Planning Board meeting that it is reviewed. The Board agreed.

**8:45 PM** SG made a Motion to Adjourn. LD Seconded. Passed 4-0.

Submitted by Paula Vaughn-MacKenzie

Approved as submitted April 26, 2016