

TOWN OF LINCOLN
MINUTES OF THE PLANNING BOARD
JUNE 25, 2019
TOWN OFFICES

PRESENT: Margaret Olson (Chair), Gary Taylor, Stephen Gladstone

STAFF: Paula Vaughn-MacKenzie

7:00 PM Public Hearing, Sign Permit, Section 16: Chan, Center for Dental Medicine and Reconstruction, 152 Lincoln Road, Parcel 162-33-0. Application to install a new sign for a dental practice. Vote expected.

MO opened the public hearing.

The applicant is a new tenant at the Guide Building, 152 Lincoln Road. Quinn Chan and his wife have opened a dental office, the Center for Dental Medicine and Reconstruction. The sign will be located over their entrance door. The applicant submitted a photo of the entrance and a mock-up of the sign outlined by a dotted line. The new sign will replace one of the Cambridge Trust Signs.

The sign measures 96" X 14". It has a black background with white raised lettering. The materials are aluminum with acrylic graphics, painted with acrylic polyurethane epoxy paint. There are two existing goose neck lights that will be used.

A legal ad was published in the newspaper and the abutters were notified by mail. One abutter asked to see the mock-up but has not submitted any comments.

There was no public comment presented at the meeting.

GT made a motion to approve the sign as submitted. SG Seconded. Passed 3-0.

7:10 PM Public Hearing, Section 17, Site Plan Review: Muir, 1 Meadowbrook Road, Parcel 172-25-0. Application to construct a new garage on a non-conforming lot. Vote expected.

MO opened the public hearing. Mr. Muir appeared before the Board.

The applicant is proposing to tear down an existing garage and construct a new larger garage with a studio on the second floor in its place.

The lot is non-conforming, and the ZBA approved the project with two conditions. The existing landscaping must be left undisturbed and the space above the garage cannot be used as an accessory apartment.

The Conservation Commission issued its permit on June 12, 2019. The location of the garage was moved farther away from the brook on the property.

The Historic Commission approved the demolition on May 14, 2019.

Project: Tear down an existing garage and construct a new garage. Change the location so that it is farther away from an existing brook and shorten the existing driveway. No changes in elevations.

Lot: The lot area is 48,884 square feet.

Height: The height of the new detached garage is 23 feet.

Setback: The side setback is 45.1 feet from the Meadowbrook Road lot line and 129.3' from the South Great Road lot line.

Calculated Gross Floor Area: The calculated gross floor area as shown on the Zoning Worksheet was 4,167 which would exceed the threshold for site plan review. After closer inspection, however, the applicant included 240 square feet of open porch. The Planning Board does not include open porch space in determining calculated gross floor area because the definitions of Gross Floor Area and Gross Floor Area Calculated specify "interior areas" of all floors of a building or structure.

GT made a motion to determine that the calculated gross floor area of all existing and proposed buildings is less than 4,000 square feet and does not meet the threshold of site plan review. Review by the Planning Board is not necessary. SG Seconded. Passed 3-0.

7:20 PM Determination of Minor Change, Section 17, Site Plan Review: 2 Lewis Street LLC, 2 Lewis Street, Parcel 161-1-0. Application to allow new windows and doors and modest changes to the footprint of the building. Vote expected.

The applicant is renovating the ground floor of the building for business/retail use. This is the next phase of the renovation of 2 Lewis Street.

The Project: The exterior renovations include improvement to the façade by incorporating extensive storefront windows, new entrance doors aligned with the façade and lower floor level in former travel agency space to bring it to grade for improved accessibility and to create a more pedestrian-friendly space along Lincoln Road.

The applicant submitted elevations showing existing and proposed facades.

Renovations to the north elevation include replacement of existing windows and 2 doors with new windows and doors. In addition, the new doors will be brought doors flush with façade. There will be two lights over the doors to match approved barn lights.

Renovations to the east elevation include replacement of existing windows with new windows and replacement of one door with a new door. The roof overhangs over existing doors will be removed and the new door will be brought flush with façade. There will be 1 new light over the new door to match approved barn lights.

The ramp to the former travel agency door will be removed because the interior floor will be brought to grade.

The Board asked if bringing the interior floor to grade creates any structural problems? The applicant responded that all construction plans will be reviewed by the building inspector. If there are any issues, the plans will be revised as directed by the building inspector.

GT asked if there would be additional lighting for new signs. The applicant responded that if any additional lighting is desired, that they would come back to the Planning Board for approval.

GT made a motion to determine the proposed changes minor changes to the approved site plan. SG Seconded. Passed 3-0.

SG made a motion to approve the proposal as submitted. GT Seconded. Passed 3-0.

Business:

Minutes: SG made a motion to approve the 5/28 and 6/11 minutes as amended. GT Seconded. Passed 3-0.

7:40 PM Public Hearing Continued, Section 17 Site Plan Review: Mayer, 9-11 Lewis Street, Parcel 161-5-0. Application to renovate and construct additions to the existing structures, add parking and landscape. No vote expected.

MO opened the public hearing. John Michaud, the architect for the project appeared before the Board.

This applicant was originally scheduled to come before the Planning Board on April 23, 2019. The legal ad was published in the newspaper and abutters were notified. The hearing was continued at the applicant's request to May 28, 2019 and then again to June 25th for the ZBA to conduct its hearings.

The applicant had started some work that did not need any Board review, but the project expanded, and a stop work order was issued. The building inspector shut the job down until proper permits were obtained from both the ZBA, Planning and a demolition permit from the Historic Commission.

The Historic Commission issued a demolition permit for the partial demolition and renovations of buildings 9, 11A and 11B as well as the demolition of the front building which is shown on the site

plan as 11. The Historic Commission determined the structures not to be historically or architecturally significant on February 5, 2019.

The ZBA has had two hearings and have asked for some additional information. The ZBA has continued their hearing until July 11, 2019.

The Project: The applicant is conducting a tree removal/landscape business pursuant to a special permit issued by the ZBA.

The applicant proposes to demolish parts of existing structures and renovate with additions. The applicant also proposed to demolish the structure in the front which is currently being used as a law office.

The applicant has reconfigured the parking to bring it in compliance with the zoning bylaw.

There are three buildings:

Building 11: Will be torn down to make room for parking.

Building 11A and 11B:

Building 11A is non-conforming with respect to setbacks. It does not become any more non-conforming.

Height: The finished height is shown as 28’.

Setback: Setback is not shown as attached section (called 11B) is the closest setback.

Building 11B is non-conforming and becomes less non-conforming to the south by 2’6” with a small reduction in width of the building. The reduction in the footprint of the building was necessary to allow room for the trucks to exit the property.

Height: The finished height is shown as 28’

Setback: The closest setback is 11.3’

Building 11A/11B will be used to store equipment and provide four interior parking spaces.

Building 9: There is a proposed addition and renovations to this building. There will be a second-floor addition and a front entry ramp. This building will be used for offices.

Height: The finished height is shown as 30 feet.

Setback: Existing closest setback is 25.5’. Setback from addition is 32.7’

Floor Area: 2,975 square feet

Lighting for all buildings:

There are two fixtures:

- a. Fixture A is the Urban Barn Wall Light with 800 lumens and 2700K color temp
- b. Fixture B is Quoizel Tempest Outdoor Wall lantern with 1440 lumens and 3000K color temp.

There are six Fixture Bs proposed for Building 9 as shown on the Lighting Plan

There are three Fixture As and 4 Fixture Bs proposed on Building 11A/11B as shown on the Lighting Plan.

Parking:

The applicant states that the total square footage of the buildings is 3,710 square feet. The Zoning Bylaw requires 1 space per 250 square feet for a total of 14.8 required spaces. The parking plan provides for 15 spaces.

Spaces 1-7 are outside in the front of the lot. Spaces 8-11 are within building 11A/11B and spaces 12-15 are in the back of building 9. The outside spaces measure 10X20 which is larger than the Bylaw requirement of 8'6" by 18'. For spaces with an angle of parking of 61 degrees – 90 degrees, the maneuvering aisle must be 24'. The maneuvering aisle in the back of Building 9 is not marked.

The Circulation will be one way in from the north and exit from the south. The applicant requested that after hours, vehicle circulation be allowed in both directions as there will be very little foot traffic.

Storm water drainage: French drains are to be located to retain surface water. Storm water from roofs and canopies will connect to piping which will carry to the new French drains.

The applicant has submitted a report from GSA dated June 10, 2019 which states that the peak rates of runoff and volumes will be maintained for the 2, 10, and 100-year storm events.

The applicant also submitted a Drainage Plan by GSA dated 6/10/19, Sheet C-1 which shows parts of the parking area (2200 square feet) as pervious pavement to mitigate storm water runoff. The portion of pervious pavement is the parking area behind Building 9.

Septic: The applicant has designed a new septic system which is shown on the site plan. Board of Health approval is pending.

Utility Service: All existing building electric, telephone, cable lines are over-head and will remain in place.

Signs: The applicant has shown a location for a sign on the site plan but has not submitted a design or specifications.

Screening: There is a 6' high solid wood fence that exists on the north side of the site adjacent to a residential neighbor. This fence is on the neighbor's property but was put there for screening by the previous owner of this property, Willian Munroe. There is some disagreement with this

neighbor as parts of the fence need repair. It is my understanding that this is a topic that the ZBA will resolve.

MO asked if there will be any mulch dyeing conducted on the premises. The applicant stated that there would not. There will be a small pile of mulch and a small pile of topsoil stored on the property. The mulch and the topsoil will be piled on the ground and the location of the bulk storage was shown on a revised plan. The mulch and topsoil will be moved with a bobcat and transferred to the trucks.

Mr. Michaud noted that the business was primarily a tree service with a smaller landscape service including cutting grass, mulch and snow removal.

Two large tree trimming trucks will be parked 40 feet back from the street after hours.

The Board asked if there was any public comment.

Nancy Fleming noted that she had issues with the previous owner. She stated that the proposed buildings look beautiful but was worried that they may be too much for the size of the lot. She said that Mr. Munroe had a 25-foot mound of mulch and she could hear the bobcats going back and forth all day long. She thought that the ZBA special permit for Mr. Munroe did not include landscaping business being conducted onsite. The Board noted that the ZBA would review this issue.

The neighbors did say that it has been much less noisy since Mayer has taken over the property.

The Board reviewed the parking and asked who would be using the office space. Mr. Michaud responded that the lawyer currently in Building 11 may have an office, Mayer Tree Service would use some of the office space and that one or two offices would be rented out. MO asked Mr. Michaud to make sure that the ZBA included renting offices as part of its Special Permit.

The Board noted that there were some outstanding issues and that they wanted to make sure the ZBA decision and the Planning Board decision did not duplicate or contradict. The Board noted the following outstanding issues.

Outstanding Issues:

1. Screening. There needs to be a resolution with the adjacent residential neighbor
2. Signs: There needs to be a sign design submitted.
3. Septic: Any approval should be contingent on the installation of a septic design, approved by the Board of Health.
4. Maneuvering aisles should be marked on the site plan for both parking areas.
5. Hours of operation will be resolved by the ZBA.
6. Circulation should be one way during the day and two way after hours as specified by the ZBA.

7. Pervious pavement must be adequately maintained, and operation of a vacuum truck must be done during normal business hours.
8. The applicant will see if there is an easement allowing the use of the driveway located on the adjacent property. If there is no easement, the site plan must show an adequate curb cut located on the applicant's property.

GT made a motion to continue the hearing until July 23, 2019. SG Seconded. Passed 3-0.

9:00 PM SG made a motion to adjourn. GT Seconded. Passed 3-0.

Approved as amended July 23, 2019