

PLANNING BOARD MEETING MINUTES
January 27, 2026
7:00 PM – Fully Remote Zoom Meeting

Planning Board Members Present: Lynn DeLisi (Co-chair), Gary Taylor (Co-chair), Craig Nicholson, Rob Ahlert, Susan Hall Mygatt

Absent: None

Staff Members Present: Paula Vaughn-McKenzie (Planning Director); Jennifer Parker (Assistant Director)

Meeting Recording: <https://imd0mxanj2.execute-api.us-west-2.amazonaws.com/ssr/watch/698ac05619bfa10002065ee3>

7:00 PM Public Comment: No Public Comments.

7:01 PM Site Plan Review, Sections 17.7, 12 Pine Ridge Road, Parcel 177-70-0. Request for Site Plan Approval to add a second-floor addition to an existing single-family house.

JP provided a summary of the proposed project. Comments were submitted by Susan KatzSliski of 273 Concord Road citing concerns about light pollution onto her property and pond from the windows of the new house. Board members stated that the Board does not have jurisdiction over interior lighting. Zoltan Juhasz, the developer of the project, noted the two new windows being added as part of the proposed addition are not facing 273 Concord Road. He is amendable to adding dimmers to the interior lighting and window shading. Emma Feldman, the prospective buyer of the property, stated they are planning on adding shades and are happy to work with Ms. KatzSliski to mitigate her view of the interior light.

SHM made a motion to approve the modification of the site plan as submitted. GT seconded. Roll call: SHM, aye; CN, aye; LD, aye; GT, aye; RA, aye. Approved unanimously.

CN made a motion to approve the use of average natural grade for height calculations. RA seconded. Roll call: SHM, aye; CN, aye; LD, aye; GT, aye; RA, aye. Approved unanimously.

7:40 PM Dark Skies Subcommittee Draft Bylaw Revision Presentation

Since the last meeting with the Planning Board, the Subcommittee met with the Select Board and revised their proposed General By-law. A letter from Town staff with comments on the proposed Bylaw was submitted to the Subcommittee and Planning Board. A placeholder has been set for February 24 for a public presentation by the Subcommittee. A formal Public Hearing is not required for a General Bylaw amendment

The Subcommittee gave an update on the changes to the draft bylaw since the last meeting. The Subcommittee identified Town-owned properties with lights they believe are not compliant and should be changed. The Subcommittee needs more information from the Town to determine costs estimates for retrofitting fixtures.

Jennifer Glass, member of the Select Board, gave comments on the Bylaw on behalf of the Select Board:

- Appreciation for the work of the subcommittee and agreement with the overall goal of reducing artificial lighting where practical.
- Questions on the focus of the bylaw and what problems it is trying to solve.
- Unclear enforcement process.

- Suggestion to focus more on education.
- Concern about timeline for municipal compliance being written into the bylaw. Should instead develop a multi-year plan to identify priorities and steps needed similar to the work of the Transportation Coalition.
- Confusion and conflict between the current Zoning Bylaw and new General Bylaw could create barriers to compliance.
- Difficulties for property owners and applicants understanding the bylaw due to its complexity.
- Creating inequities with different compliance criteria for single and two family vs. multi-family housing. As written, it would place a higher financial burden on a small condo owner than a large single-family homeowner.

Ken Hurd asked if it is possible to put forth a new general bylaw and amend the zoning bylaw at the same time so that they are not conflicting.

There was much discussion as to whether the subcommittee should propose a general or Zoning Bylaw. The committee did not seem to have a good explanation for this, other than the vote needed to pass a general Bylaw is majority and Zoning Bylaw would be 2/3rds. One person mentioned that a general bylaw would cover more aspects of lighting rather than just residential requirements.

PVM said that the warrant is closed, so an article cannot be added to also amend the Zoning Bylaw. The warrant only has a placeholder for the General Bylaw amendment. However, a motion to amend the Zoning Bylaw can be proposed on the floor of Town Meeting because it would be taking place in the legislative session.

Ms. Glass said that the Select Board is happy to engage with the Subcommittee to help identify priorities and the resources needed along with a reasonable timeline.

None of the Planning Board Members expressed interest in voting on supporting the committee's proposals at this time, although they all were generally in support of improving dark sky lighting. The Subcommittee will give an update to the Planning Board on February 10.

RA requested that the Subcommittee provide a list of commercial property owners that are not compliant with the lighting bylaw and provide data on what steps have been taken to gain compliance.

PVM will send her notes on the draft Bylaw to the Subcommittee.

Comprehensive Long-Range Plan

The Board will schedule an extra meeting for the third Tuesday of the month to focus on developing a framework for updating the Plan.

Planning Office Update

- PVM applied to renew Lincoln's designation as a Housing Choice Community for another 5 years. This designation allows the Town to apply for certain grants.
- An ADA Compliance study on town buildings will take place next year.
- Landfill solar project is nearing completion.
- The Building Inspector conducted a site visit following the complaint made at the last meeting about the stories and height of the new 4-unit building at 150 Lincoln Road. He found that the first floor is 17 inches taller than approved and would constitute a third story which is a violation of the zoning bylaw. A stop work order will be issued by the Building Inspector and the builder will have to come up with a plan to correct the violation.

Committee Reports

- RA reported that the Mt. Misery to Canoe Landing Boardwalk and the Tennis Court Renovation Study were not recommended by the CPC to move forward to Town Meeting.

Approve January 13, 2026 Minutes. LD made a motion to approve the minutes as amended. CN seconded. Roll call: LD, aye. RA, aye. SHM, aye. CN, aye. GT, aye. Approved unanimously.

CN made a motion to adjourn the meeting. RA seconded. Roll call: LD, aye. RA, aye. SHM, aye. CN, aye. GT, aye. Approved unanimously.

Meeting adjourned at 9:25 pm.

Approved on February 10, 2026.