

**South Lincoln Planning Implementation Committee (SLPIC)  
Minutes**

**Tuesday January 28, 2020 at 7:00 PM**

**Meeting Held: TOWN OFFICES – Donaldson Room, 1st Floor, 16 Lincoln Road, Lincoln MA 01773**

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**Present:** Gary Taylor, Allen Vander Meulen, Ken Bassett, James Craig, CJ Doherty, Craig Nicolson, Sujit Sitole

**Not Present:** Stacy Osur, Lynn DeLisi and Andrew Guild

**Planning Staff:** Jennifer Burney and Paula Vaughn

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**Meeting Material:**

South Lincoln Village District Zoning FAQ's

South Lincoln Village District Revised 01/24/20 #9

South Lincoln Village District Design Guidelines 01/24/20

Gary Taylor opened the meeting and asked Jennifer Burney, Director of Planning and Land Use to give a brief overview of the Zoning & Design Guidelines Updates.

Town Counsel has reviewed the proposed zoning and provided comments (revision #7).

Zoning and design guidelines were presented at SOTT and is current revision in circulation (revision #8).

Revision #9 includes Town Counsel's comments and recommendations from the Zoning Team. Revisions include:

- Formula Business (chain stores) added to Special Permit Business Subarea
- Formula Business added to Design Guidelines
- New definitions for formula retail, art studio/craft workshop, and live/work
- Under Special Permit Application new Housing Commission recommendations. Allen wanted to make sure that the Housing Commission would not be burdened with any associated costs. Jen will look into this and report back.
- Lot coverage increase from 60% to 100% for business subarea by Special Permit – Discussed having no limit. Jen will speak to MAPC about making this change.
- 50' setback 2-1/2 stories for less intense residential uses as well as abutting R1 District
- Circuit Breaker (waiting for Town Counsel Language)
- New Sustainability section in design guidelines
- 10' side and rear yard (required for by right, or can be waived with SP)
- Café and Brew Pub square footage limit of 3,000 by right and anything over needs Special Permit. Discussed using occupancy or seat count as the criteria. Jen will work with Town Counsel and MAPC and report back.

SLPIC discussed the Studies Currently Underway

- Buildout Analysis – MAPC (will be presented at upcoming public Forum February 5.
- Fiscal Analysis – MAPC (underway)

- Traffic Analysis – Ron Muller & Associates (underway)

Both the Planning Board and SLPIC discussed postponing bringing the proposed zoning revision to the March ATM until a Fall Special Town Meeting to allow more time to focus on current initiatives underway and to continue public engagement and outreach.

#### Studies

- 3 studies currently underway (fiscal analysis, buildout analysis, traffic)

#### Sustainability

- Continue working on the Green Energy Committee's recommendations to include green energy/net zero in the zoning. A sustainability section was added to the design guidelines. Town Counsel's provided an opinion stating that the town cannot require more stringent requirements than the State's Building Code except for municipal buildings. SLPIC discussed that it will explore adding green energy as a density bonus.

#### Affordability

- SLPIC discussed whether the affordable housing requirement of 15% (80% AMI) and 10% up to (120% AMI) is the right mix for all situations? It may be too high in the business district where ground floor commercial is required. Also, if SLPIC adds sustainability as a condition for a density bonus, does the affordability need to be reduced to reflect the higher development costs? How much discretion do we have, given our Inclusionary Zoning Bylaw? Need further review to address how to accommodate competing objectives. Discussed having a different housing affordability requirement for the business and village districts. Will explore further.

#### Addressing Overreach Concerns

- Circuit Breaker - Work with Town Counsel on language to limit the level of development before seeking TM approval to proceed further.
- Scope Limitations – Reduce the initial scope of the rezoning and require TM approvals for further expansion.

#### Revisions

- Consider further revisions e.g. height, density and set back in the residential subarea.

#### Design Contest

- Conduct a design contest (RFQ) in the spring

#### Outreach/public engagement

- Postponing will allow the SLPIC Team to conduct further outreach: Public Forum in February, coffee meet ups, walks, and neighborhood meetings.

SLPIC and Planning Board opened it up to public comments. Some of the comments by residents and abutters expressed concern about trees, traffic, 20/u per acre, 3-1/2 stories, and setbacks, SLPIC and Planning replied that they are taking all concerns under consideration.

Kathy, 43 Green Ridge asked if a developer could take down all the trees. Margaret Olson, Planning Board Chair replied that under the Site Plan Review projects have a limit of work line and a developer cannot disturb the area

outside this limit. Under Site Plan, drainage, trees and landscaping and often utilizes a consultant to review the application and project.

A question about lot coverage was asked. "Can a project cover the entire property?" SLPIC and Planning replied that Lincoln's definition of lot coverage is a mechanism to regulate the square footage of the building and not the lot coverage. Many Towns use Floor Area Ratio. Lot coverage is limited due to setbacks, parking, septic, open space and public amenity requirements.

Bob Domnitz inquired about the 5 years sunset provision for site plan that was recently approved by Town Meeting. Planning responded that this only applied to single family homes under site plan with special conditions maintained even after the 5 year sunset provision.

A resident of "the Flying Nuns" expressed concern that there might be a conflict of interest of SLPIC Members. Jennifer Burney responded to the conflict of interest comment, stating that when SLPIC and Teams were created Town Counsel provided legal opinion. Under Mass General Law Chapter 268A, Section 19.1 the Planning Board reviewed the Conflict of Interest Forms submitted by SLPIC and Team Members on April 10, 2018, and voted that they reviewed the matter and determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee. The matter advanced a public purpose and addressed a general policy and purpose that is shared with a portion of the Town's population. It is noted that SLPIC and Teams are appointed by the Planning Board and serve in an advisory capacity reporting back to the Planning Board.

***SLPIC Vote: Gary Taylor made a motion, seconded by James Craig to recommend to the Planning Board that they pass over the South Lincoln Proposed Zoning until a Fall Special Town Meeting. Vote 7/0/0***

***Planning Board Vote: Gary Taylor made a motion, seconded by Steve Gladstone to pass over the proposed zoning until a Fall Special Town Meeting. Vote 3/0/0***

## **Public Forum Discussion**

SLPIC Discussed the Public Forum Format.

The public forum is scheduled for Feb 5<sup>th</sup> (Wed.) 7-8:30pm in the Donaldson Room. Snow date is February 12 (Wed.) at 7:00pm at the Hartwell Multi-Purpose Room

### Suggested Public Forum Meeting Format

Welcome (Jen) (5 minutes)

Power Point Presentation (20 minutes)

Gary – Zoning

MAPC buildout & Design Guidelines (need a volunteer or Gary or MAPC can present)

Stations (30 minutes) (need 1-2 volunteers for each station) Jen, Paula and Alexis will be walking around to help facilitate

- Community History
- Sustainability

- Visualization (retro viewers)
- TOD – FAQ's and MAPC booklet
- Proposed Zoning 101- Margaret
- Housing – Allen

Panel Discussion (30 Minutes)

Need one person to be the moderator to field questions to the panel. Panel could include: Zoning Team (Ken, Gary, Craig, James and Sujit), Margaret representing Planning, James representing BOS, Allen SLPIC Housing rep

Add approval of minutes to next agenda.

***SLPIC Vote: Gary Taylor made a motion, seconded by James Craig to adjourn. Vote 7/0/0***

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Minutes completed by Jennifer Burney

