

PLANNING BOARD MEETING MINUTES  
February 10, 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: Planning Director, Paula Vaughn-MacKenzie; Assist. Director, Jennifer Parker

Meeting Recording: <https://imd0mxanj2.execute-api.us-west-2.amazonaws.com/ssr/watch/699636594b1d000002de942b>

7:00 PM Public Hearing for Changes to the Zoning Bylaw regarding: Amending the Zoning Bylaw, Section 12.2, W-Wetland and Watershed Protection District by deleting the section in its entirety, amending the Zoning Map accordingly, and further, deleting internal references to section 12.2 appearing in the Zoning Bylaw.

The text of the bylaw and details of the proposed changes can be found in the Planning Department and on the Town website at <https://www.lincolntown.org/252/Planning>.

PVM provided an overview of the history of Section 12.2 which was added in 1973 to give local control over wetland permitting through the Zoning Board of Appeals. She reviewed the reasons the Section should be deleted:

- Based on outdated wetlands maps from 1968.
- It is redundant and is covered by current wetlands permitting that it administered by the Conservation Commission and the State.
- Creates conflicting regulatory authority between ZBA and ConCom.

Conservation Director Michele Grzenda submitted a memo on why this section should be removed. The proposed changes are supported by Conservation, Planning, and Town Counsel. PVM will ask Ms. Grzenda to say a few words at Town Meeting on behalf of the Conservation Commission.

Buzz Constable commented that the Planning Board and Conservation Commission have different objectives. The Planning Board has more broad concerns and tools at its disposal. A Conservation Commission permit and Planning Board permit have different appeal processes. He advised that the Board should consider whether they are giving up land use control by consolidating wetlands permitting to one organization.

PVM clarified that the Zoning Board of Appeals has jurisdiction under this section, not the Planning Board. The Planning Board is not abdicating any oversight.

SHM said she would like more time to review the bylaw before voting on endorsing the article.

RA moved to continue the hearing to February 24, 2026 at 7:01. SHM seconded. Roll call: SHM, aye; GT, aye; LD, aye; CN, aye; RA, aye.

Dark Skies Subcommittee Bylaw update

CN shared that the Subcommittee met with town staff including Tim Higgins, PVM, and JP. Additionally, Dark Skies met with Steve Olson, Public Works; John Metivier, Building Inspector; and Brandon Kelly, Facilities Director. The Subcommittee has decided to propose an amendment to the Zoning Bylaw rather than a General Bylaw. CN reviewed the changes to the draft bylaw since the last meeting.

PVM reviewed the timeline from now to Town Meeting. Board members will review the draft Zoning Bylaw and send individual comments to PVM and CN by 2/13 to be considered by the Subcommittee in their next revision. The Board will review the revised draft on 2/24.

The Board discussed how maximum lumens allowed per residential lot should be calculated, and it was generally agreed there should not be a firm cap of 9,000 lumens for every property. CN suggested that the cap could be based on the number of doors.

Margaret Olson commented on her two previous experiences presenting lighting regulations at Town Meetings. She advised that things need to be presented in a way that is easy for voters to understand. She agreed that there should be some metric for determining total lumens per property based on number of doors plus some percentage, rather than a blanket lumen max.

PVM shared comments from Planning Staff on the proposed bylaw:

- Clarify the percentage trigger.
- Clarify the meaning of “change of use”.
- Section 13.5.2 regarding the low-intensity diffused luminaires is a departure from what the Board has allowed and there are lights that would be allowed under this definition may not be the “look” that the Subcommittee is envisioning.
- Eliminate reference to “amber bulbs” since color temperature is already specified.
- Review of the brightness contrast language, since as written having more lights might be better since there would be less contrast.
- Remove specific limits for American Flag lighting as there are Federal lighting regulations that require the flag and colors to be seen from all angles, which would require different lighting depending on factors such as pole height.
- Streetlights should be called out specifically in the exemptions.

CN said that Town Administration has agreed to hire a consultant to review street lights and municipal lighting to estimate the costs for reducing lighting where necessary while maintaining safety.

The Board reviewed the low intensity diffused luminaires with Ken Hurd. Concerns were raised that this section of the proposed Zoning Bylaw may cause confusion and some believed it should be removed while others believe it needs to be made more clear what fixtures would be compliant.

Long-range Comprehensive Plan: The Board discussed the process for updating the Comprehensive Plan.

## Business

### Planning Office Update

- The Housing Commission will create a Housing Action Plan. This is an assessment of Town needs, opportunities, and goals.
- 150 Lincoln Road was issued a stop work order due to noncompliance with the 2.5 story maximum and an increase in height from that which was previously approved. The structure will have to be brought into compliance with the 2.5 story maximum and come before the Board for a modification to the site plan for the change in height.
- Plaut property project is ongoing, and the Department has not received any new complaints from abutters.
- PVM has asked CIVICO to conduct a new traffic study for the Nature Link project in response to comments at the preliminary meeting. Peer review of the traffic and stormwater will be done. The Planning Department has not yet received an application from CIVICO. The Historic Commission has approved demolition of the existing structures.

### Minutes

LD made a motion to approve January 27, 2026 minutes as amended. SHM seconded. Roll call: SHM, aye; GT, aye; LD, aye; CN, aye; RA, aye.

LD made a motion to adjourn. CN Seconded the motion. Roll call: SHM, aye; GT, aye; LD, aye; CN, aye; RA, aye.

Adjourned at 9:00 PM.

Approved on February 24, 2026.