

MINUTES OF THE PLANNING BOARD

April 13, 2021

ZOOM MEETING

PRESENT: Margaret Olson (Chair), Lynn DeLisi (Vice-Chair), Gary Taylor, Stephen Gladstone, Robert Domnitz

STAFF: Paula Vaughn-MacKenzie, Jennifer Curtin

7:00 PM Site Plan Review, Section 17.7: Kathy and Andy Gabelman, 8 Silver Hill Road, Parcel 164-3-0.
Site Plan Review for the construction of a new home on a vacant lot.

Jennifer Curtin presented the project. The proposal is to tear down the existing structure and build a new one and a half story single family home. The Zoning Board of Appeals (ZBA) voted to approve the special permit subject to the "Planning Board and Lincoln Land Trust Foundation's approval of a detailed landscape plan consistent with the high-level schematic provided at this hearing, which such final plans shall at a minimum contain permanent "no touch zones" at the rear of the property was duly made and approved subject to the written decision and the terms of the decision."

The property was subject to review by the Historical Commission because it was deemed historically or architecturally significant. The house was determined not to be preferably preserved on January 14, 2021 and the applicant was granted a demolition permission.

Section D.1. of the Conservation Restriction dated June 24, 2002 states that "if the current residence is removed/tom down, the construction of a residence or structure which exceeds more than one and one-half stories height, and/or exceeds more than 3,460 sq. ft of above ground living space, including garage;" is prohibited.

Under the terms of the Conservation Restriction (CR), the owners of 8 Silver Hill Road are required to seek approval from the Lincoln Land Conservation Trust (LLCT) for the construction of a house, garage, and associated landscaping. LLCT has reviewed the proposed Gabelman Plans dated March 25, 2021 and found that the Plans are in keeping with the terms of the CR and are satisfied with current plans as submitted, including the grading, tree removal, and replacement and planting of native grasses, wildflowers, shrubs and trees.

Submissions:

1. Conservation Restriction dated June 24, 2002
2. LLCT Approval letter dated March 25, 2021
3. Application Cover Form dated March 26, 2021
4. Residential Site Plan Review Application
5. Site Plan by Gala Simon Associates Inc. dated March 17, 2021
6. Landscape Plan by Kimberly Mercurio Landscape Architecture dated March 25, 2021
7. Engineering Drainage Calculations and Report by Gala Simon Associates, Inc. dated March 24, 2021
8. Certified Abutters List
9. Zoning Worksheet
10. Historical Commission approval dated January 28, 2021
11. Exterior lighting and landscape lighting cut sheets Catherine Truman Architects dated March 26, 2021
12. Photographs of existing conditions Catherine Truman Architects dated March 26, 2021
13. Architectural elevations and sections Catherine Truman Architects dated March 26, 2021
14. Septic Approval by Board of Health dated February 23, 2021

Lot area: The lot area is 99,177 square feet.

Calculated Gross Floor Area: 2,460 square feet existing, 3,458 square feet proposed.

Setbacks: The existing house is a preexisting non-conforming structure, and the proposed house has been approved by the ZBA under their Special Permit granting authority. Front yard setback will increase from 13' 10" to 19' 6".

Height: Height of the proposed house is 29 feet, 3 inches measured from the lowest exposed point at the east side elevation.

Story: The house will be 1 and a half stories in keeping with the requirements of the CR.

Lighting: Bulbs to be specified by professional lighting designer to comply with Town of Lincoln requirements of max 900 Lumens, and 3000k color temp. Fixtures are full cut-off. Locations of lighting are shown on the Landscape Plan.

- 18x BEGA Garden bollards - 136 Lumens 3000k - 8 on east side (front) of the house and ten on the west side.
- 2x CARSON 12" wall fixture – 900 Lumens 3000k – 2 on the south side patio
- 9x CARSON 20" wall sconce – 900 Lumens 3000k – 2 on east side (front), 2 on the north side over the garage, and 5 on the west side adjacent to the sliding doors

Drainage: Two subsurface drainage systems are proposed to capture runoff from the roof. The driveway is gravel with stone cobbles at the entrance from the street and a strip in front of the garage doors. The driveway is ten feet wide with a 45'X16' turnaround.

The report by Gala Simon Associates, Inc. states, in part, that "as analyzed, the peak rates of runoff and volumes will be maintained for the 2, 10 and 100 year storm events."

Site Plan Standards and Criteria, Section 17.7.4.

1. Preservation of Landscape: Grade changes are minimal and work with the existing landscape to ensure stormwater collection and proper drainage. The landscape plan includes native plant gardens and no-mow lawns to integrate with the surrounding environment. The paved terrace on the west side will be concealed by native gardens and a stone retaining wall similar to others in the area. The new driveway has a smaller footprint than the existing one and will be made of gravel rather than asphalt to blend into the landscape.
2. Relation of Buildings to Environment: The proposed landscape plan features an elevated terrace and stone retaining wall on the west side to reduce the mass of the building as seen from Weston Road. The north/south orientation of the building is determined by the CR and coincides with the orientation of the neighboring building on 12 Silver Hill Rd. Solar panels are strategically placed on the west roof to avoid visual impact from Silver Hill Rd while improving energy conservation.
3. Building Design and Landscaping: The proposed building features a barn-inspired design intended to respond to and harmonize with the agricultural heritage of the area, with weathered barn siding and a standing seam metal roof. The sizing and placement of the openings are designed to be architecturally pleasing and to avoid large blank walls on the facade. Lighting is carefully chosen to ensure the safety of the occupants without creating unnecessary illumination per Dark Sky requirements. There are three stone retaining walls as shown on the Landscape Plan: 1. The wall in the backyard by the parking area ranges

from 2.5' to 3.5' in height; 2. The longest wall in the rear of the house ranges from 3' to 2' in height; and 3. The wall to the south of the house is approximately 2' in height.

4. Open Space: The landscape on the south and west side of the building is designed to maximize open space using large stretches of meadow and low gardens. Planting is only added on the east side along the road, where there is already an existing vegetative buffer.
5. Circulation: Entrances, walkways, and the driveway and parking area are designed for the safety and use of the occupants and do not detract from the use of any adjacent buildings or reduce the level of service on public ways. The existing asphalt driveway will be replaced by a smaller gravel driveway which will have less of a visual impact from the public street.
6. Screening: A 10-foot-wide vegetated buffer is provided as noted in the proposed landscape plan. The buffer consists of existing vegetation along with some additional planting to enhance visual screening.
7. Septic: The proposed septic system has been reviewed and approved by the Board of Health.

Ms. Curtin reported that the neighbor at 12 Silver Hill Road requested that a roughly 4x4 wall be constructed to block noise from the condensers. Their home is approximately 150 feet from the condensers.

PVM said that the request came in this afternoon, so it is not shown on the plan.

LD asked if the condensers could be moved to not face the neighbor.

PVM said that they face the backyard to the west, the neighbors are to the north.

Ms. Curtin shared the plan to show the location of the condensers.

MO said that we will hear the Board's other questions and then address the condensers.

PVM said that this was a tight site, and they were able to push the house back from Silver Hill Road while still fitting within the Setback Restriction Line. There is only landscaping outside of that line which has been approved by LLCT.

MO said that this is the third property in the neighborhood that the Planning Board has reviewed with LLCT holding all the Conservation Restrictions.

GT asked if the Planning Board must approve a waiver from the restriction line.

PVM said that we do not as it does not have to do with Zoning.

BD asked if the Town was a beneficiary of the Conservation Restriction or if the LLCT has the sole authority.

MO said that LLCT is the sole authority and our zoning definitions do not apply. The CR discusses things like "stories", but it is not the bylaw's definition of "stories".

BD said that he looked at the cover sheet of the application that it is a "two story building" but understands that it is different than our definition.

PVM said that it is an architectural design to have the second story within the roofline.

BD asked MO's opinions on the lighting.

MO said that they are Dark Sky compliant and are not in place to completely light up the building. She said that an issue with Dark Sky lighting can be when houses are raised and people leave their lights on all night but she does not see that as an issue here.

LD said that it seems like a lot of lights.

Michael Bykovski of Truman Architects said that the lights are shown on the landscape plan and the bollards are the most numerous and are around the patio.

LD asked if people usually light up the patio and noted that the Planning Board has been very strict on lighting in the past.

MO said that this kind of lighting has been permitted in the past and the Decks at 30 Silver Hill Road have similar lighting arrangements to mark edge of their patio.

PVM said that the bollard lights are very low lumens.

LD said that she is concerned that they would be visible to the neighbors.

Ms. Curtin shared photographs provided by the applicant showing the amount of light produced by the bollards.

BD said that a larger issue could be the light coming from the home since there is a lot of glass.

GT said that it would be hard for the neighbors to see since they are far away.

Cliff Cort of 12 Silver Hill Road said that he would like the applicant to take steps to block noise from the condensers reaching his bedroom window. He requested a solid wall next to the condensers on the north side.

BD asked if there was a generator.

PVM said that there is not one proposed.

Catherine Truman of Truman Architects said that the condensers are about 10 feet from the master bedroom, so the owners will be sensitive to noise levels as well.

Mr. Bykovski said that he does not know the decibels, but the technology has improved, and he will talk to the engineer to specify condensers with a low decibel level. There is a vegetated buffer proposed that should help mitigate sound.

MO said to leave this to the neighbor and the applicant to work out.

Mr. Cort said that he is in support of the plan and that he believes that this is a small request but does not wish to slow the permitting process down.

Ms. Truman said that there is an area which could be investigated for recessing the condensers.

Mr. Cort said that that can be very expensive and complicated as he did it with his property but whatever they decide to do is fine with him.

Ms. Truman said that she is happy to help resolve this but hopes to not hold up permitting.

PVM said that if they send her the confirming plans it will not hold up the process.

Mr. Cort said that he does not need to be brought into it and believes the applicant will do the right thing.

Sarah Cannon Holden stated her support for the Gabelman's plans and empathized with Mr. Cort's request. She looks forward to this house being built to replace the neglected current structure. She believes that the new home will be a great addition to the neighborhood.

BD asked if the driveway allows for turning movements as it looks tight.

Ms. Truman said that they asked the landscape architect about that and she assured them that the turning radius was sufficient.

BD said that if they back the cars into the garage the headlights will project into the Cort's property.

SG said that the plantings look substantial enough to block light to the neighbor's property.

MO added that backing into a garage is an unusual thing to do.

GT moved to approve the plan as proposed. SG seconded. SG aye, BD aye, LD aye, MO aye, GT aye.

7:20 PM Determination of Minor Change, Section 17, Site Plan Review: The Carroll School, 25 Baker Bridge Road, Parcel 142-21-0. Request a determination of minor change to an approved site plan to extend the previous approval for a modular health center to keep it in place for another year.

The Project: The Carroll School is requesting approval to keep the modular unit in place for another year. It was originally approved on July 14, 2020 to be removed on August 15, 2021. It is functioning as a health center in response to the ongoing COVID-19 pandemic, with an isolation area and a well area for students needing to see the nurse.

The modular unit is located behind a building and not visible from Baker Bridge Road or from any abutting properties.

There are no changes proposed from the original submission.

Submission:

1. Application Cover Form dated April 7, 2021
2. Narrative dated April 7, 2021
3. Site Plan Application
4. Site Plan showing location of modular dated June 8, 2020
5. Modular Specs

Ms. Pedreira asked for the modular unit to remain until the end of August 2022.

MO moved to consider the change minor. LD seconded. Roll call: SG aye, BD aye, LD aye, MO aye, GT aye.

MO moved to approve the project as proposed to allow the modular unit to stay in place for another year. LD seconded. Roll call: SG aye, BD aye, LD aye, MO aye, GT aye.

7:30 PM Business

- Finalize Town Meeting PowerPoint presentation.

PVM said that there will be virtual presentations uploaded to the Town website ahead of the Town Meeting for review by the public instead of a live presentation. This is being done to ensure a quick Town Meeting. On April 27th, the Board will record the presentation by MO on the Accessory Apartment Bylaw and Nick Cristofori, of CEI, will present the Illicit Discharge Detection and Elimination (IDDE) and Stormwater Management Bylaw. The public will be able to ask questions at that point.

MO went through the presentation.

GT said that a person wanted to add on an accessory apartment to a small 50+ year old house but because of the 10% limitation they could not add enough space onto the house to make a reasonable apartment.

MO said that that would be a good story to tell during the presentation as it is a good example of why the Bylaw changes are necessary.

BD said that the presentation should tell where we are right now in relation to the cap.

PVM will add that to the notes. At a 5% cap of 2400 residential units it is 120 and right now there are 64 accessory apartments. Affordable do not count towards the cap.

MO said that other members of the Board should feel free to add supporting remarks and the zoom format will allow for that. The goal is to communicate clearly, and each board member may have important things to add.

BD said that there should be potential negatives presented and how this change to the Bylaw outweighs potential drawbacks.

MO said that the SHI is the biggest concern that has been raised which is why it is discussed specifically during the presentation.

GT said that the review process stays the same besides these changes so there are minimal drawbacks.

BD said that burden on the school system could be an issue so it would be good to add in data to refute that.

GT said that there are so few kids right now at the Schools that they may run into challenges with staffing. He will look for a statement from the Schools to present.

MO said that GT can speak to that if it comes up at the meeting.

PVM said that the presentation will come first at the April 27th meeting and the SLPAC report will take place afterwards.

BD asked about the process and if there will be opportunities for the public to ask questions at Town Meeting.

PVM said that there will not be a live presentation at Town Meeting but if someone wants to ask a question, they will be able to.

MO said that questions were discouraged at the last Town Meeting. She added that the last meeting seemed to be an improvement as people were better informed and the meeting was shorter.

The discussion moved on to Board and Committee appointments.

MO said that she would be happy to continue chairing.

BD said that MO has been Chair for 5 years and it may be beneficial to rotate someone else into the role. He added that it may not be good for the Board or for public perception to only have one person in the position for a long period of time. He has never been on a board that runs that way.

MO said that the Zoning Board of Appeals and Conservation Commission had long- serving Chairs.

PVM said that it is more of an administrative role, and she must be in contact with the Chair during the day. It requires a commitment to interact with staff frequently.

LD said that she is not opposed to MO continuing as Chair but when she began with the Board it was a rotating system. She is happy to stay as Vice-Chair if the Board agrees to it. She likes to fill in as Chair when needed but MO does most of the work outside of the meetings.

SG said that things are running well and to change things for the sake of change is not necessary.

GT said that he is in support of MO continuing as Chair. He was Chair of finance committee for 6 years. He agreed with SG that things are running smoothly, and it does not make sense to change.

LD moved to continue with MO as Chair. GT seconded. Roll Call: LD aye, MO aye, SG aye, GT aye, BD aye.

GT moved to continue with LD as Vice-Chair. SG seconded. Roll Call: LD aye, MO aye, SG aye, GT aye, BD aye.

MO moved to appoint Mr. Nicholson as Associate Member for another three year term. GT seconded.

Discussion:

BD asked what Mr. Nicholson's background is and asked if he has participated before in any Planning Board hearings.

Mr. Nicholson said that he has participated in and voted in 2-3 special permit hearings. He currently works for a real estate consulting firm. He has a Masters Degree in Urban and Environmental Policy and Planning from Tufts University with a focus on sustainable development. He has lived in Lincoln for 9 years and was involved in the Main Streets Organization when he lived in Boston prior to moving to Lincoln. Main Streets was a program conducted through the American Planning Association which promotes vibrant, mixed-use business districts. He was also affiliated with Washington Gateway Main Streets which sought to bring together business owners, developers, and residents to promote the economic viability and sustainability of the neighborhood. Here in Lincoln, he has been involved with SLPIC and currently serves on the School Building Committee.

BD asked if he was involved with the Economic Development Committee.

Mr. Nicholson said that he did not join as it was being formed at the same time as SLPIC.

LD said that the Economic Development Committee was postponed and never continued.

BD said he endorsed Mr. Nicholson as Associate Member.

Roll Call: BD aye, LD aye, MO aye, SG aye, GT aye.

PVM asked the Board to endorse Ms. Curtin for the third representative to serve along with BD and PVM to the Battle Road Byway Committee. She would be appointed by the Selectboard.

GT moved to endorse BD, PVM and Ms. Curtin to be representatives.

SG seconded.

PVM said that she will read off the other appointments with motions for all appointments to take place at the end.

For Hanscom Area Towns Committee (HATS) SG has been the rep with BD as the alternate.

SG said that he and BD are more like co-members and should both be representatives.

SG and BD will both be representatives for HATS.

For the Historic District Commission, LD and BD will continue as reps.

For the Library Landscape Committee, GT will continue as rep.

For the Housing Options Working Group, PVM will be the staff alternate to replace Jennifer Burney. GT will continue as rep.

For the Roadway Traffic Committee, MO will continue as rep.

For the Bicycle and Pedestrian Advisory Committee (BPAC), MO will continue as rep.

For the Metropolitan Areas Planning Council (MAPC) and Minuteman Advisory Group on Interlocal Coordination (MAGIC) the rep was Jennifer Burney. PVM will take over those positions.

BD asked for PVM to report what MAPC is doing from time to time.

GT said that anyone can sign up to get notices from MAPC.

MO moved to appoint/reappoint for all discussed positions. LD seconded. Roll Call: BD aye, LD aye, MO aye, SG aye, GT aye.

- Approval of March 23, 2021 minutes.

MO moved to approve the minutes as amended. LD seconded.

Discussion:

Mr. Nicholson said that his name needs to be corrected.

Ms. Curtin said that she will correct that prior to posting.

PVM said that BD had requested the draft of the Village Center Survey discussed at the March 23rd meeting be attached to the minutes.

BD said that, without the survey, the minutes would be difficult to understand.

MO and GT agreed.

Ms. Curtin will add a link to the survey to the minutes prior to posting.

Roll Call: SG aye, LD aye, MO aye, GT aye, BD aye.

- Approval of March 16, 2021 PB/SLPAC Minutes

MO moved to approve the minutes as amended. SG seconded. SG aye, LD aye, MO aye, GT aye, BD aye.

SG moved to adjourn. GT seconded. Roll Call: BD aye, LD aye, MO aye, SG aye, GT aye.

Approved on April 27, 2021.