

**TOWN OF LINCOLN**  
**MINUTES OF THE PLANNING BOARD**  
**JANUARY 22, 2019**  
**TOWN OFFICES**

**PRESENT:** Margaret Olson (CHAIR) (MO), Lynn Delisi (LD), Stephen Gladstone (SG)

**NOT PRESENT:** Craig Nicholson, Richard Rundell, Gary Taylor

**STAFF:** Jennifer Burney (JB)

**7:00 PM      Historic District Commission presentation on inclusion of two homes into the Brown's Wood  
Historic District: 8 Moccasin Hill Road and 18 Moccasin Hill Road**

Historic District Commission presentation on inclusion of two homes into the Brown's Wood Historic District: 8 Moccasin Hill Road and 18 Moccasin Hill Road. The Chair of the Historic District Commission, Andrew Glass (AG) made the presentation.

AG – The Browns Wood Historic District was created to preserve a group of houses in the modern era and vernacular including some designed by Lincoln architect Henry Hoover. There are currently 13 houses included in this District. Two other home owners, at 8 and 18 Moccasin Hill Road, have requested that their properties be included in this District. The Historic District Commission met with the homeowners who submitted their applications for inclusion of these two houses to the Massachusetts Historical Commission. MHC approved the application in December.

AG – Homeowners in this District have requested scheduling of an event for public appreciation and recognition of the District such as a public tour. Since there are many modern houses throughout Lincoln, a Modern House tour has been considered for Fall of 2019. Such a tour could include houses by Walter Gropius and Marcel Breuer.

SG - Moved to recommend the addition of 8 Moccasin Hill Road and 18 Moccasin Hill Road to the Brown's Hill Historic District. LD seconded. Passed 3-0.

**7:10 PM      Historical Commission presentation and discussion on proposed Demolition Bylaw  
Amendment, Article XXI of the General Bylaws**

AG presented on behalf of the Historic Commission.

**Proposed Amendment to Demolition of Significant Buildings or Structures By-Law**

**Article XXXX – Proposed by the Lincoln Historical Commission (requiring two-thirds vote)**

To see if the Town will vote to amend the language of Section 2.3 (Definition of Demolition) of Article XXI (Demolition of Significant Buildings or Structures) of the Town of Lincoln General By-Laws as follows:

**2.3 Demolition:** any act of pulling down, destroying, removing, burning by arson, dismantling, or razing a building or structure, or any substantial portion thereof, or of encasing a substantial portion of a building or structure within another building or structure, or commencing the work of total or substantial destruction with the intent of completion of the same. Substantial portion is defined as twenty-five percent (25%) of the volume of the building or structure, or twenty-five percent (25%) of the roof structure. Nothing in this definition shall be construed to prevent the ordinary maintenance, repair, or replacement of any exterior materials of a building or structure notwithstanding the fact that the work would otherwise affect a substantial portion of the building or structure.

The added language is in red above.

AG – Many types of improvements to properties considered having historic value can be classified as repair using modern materials (e.g. roofing and siding so long as the original character are respected) are not considered as demolition and are permitted without requiring a Demolition Delay. However, recent and unique approaches by some owners involve extreme “encapsulation” of the entire structure, essentially hiding the historic structure.

JB -- Town Counsel has advised that the Lincoln Demolition Bylaw be updated to clarify the basic intent as well as new practices and materials use; and, has provided suggested language.

LD –questioned whether a more stringent Bylaw could be presented to Town Meeting and asked whether other towns have longer delay periods. MO and JB responded to LD’s question below:

MO – Some owners of historic properties seeking demolition, when faced with lengthy demolition delay periods, just “wait it out” and let the property deteriorate to a point where it can’t be saved or just collapses.

JB – Adaptive reuse for historic properties is another means of achieving preservation. Lincoln does not currently have an official means of encouraging preservation or reuse other than incorporation into accessory apartments.

AG – The reason for historic districts is to provide a clear official means to maintain historic properties in a manner that does not protect other properties outside of an historic district where Demolition Delay may be the only means to encourage preservation. Extending the delay period is often sensitive and challenging.

SG moved to favorably recommend the amendment to the Demolition Delay General Bylaw as presented. LD seconded. Passed 3-0.

**7:20 PM      Accessory Apartment 79 Old Sudbury Road. Applicant Margaret Brown**

Section 14.3.3 of the Bylaw requires the Planning Board issue a recommendation and report to the ZBA.

JB – Explained and described the application for use of a portion of the existing house (the portion known as the “farmhouse”) as an accessory apartment. The “farmhouse” portion is over ten years old. The septic system has been approved by the Board of Health. The Conservation Department is reviewing the application relative to the applicant proposed driveway and parking space for the apartment that lies within the 100’ buffer zone. A public hearing on this is scheduled for February 6.

No abutters attended.

SG moved to make a favorable recommendation to the ZBA for the accessory apartment. LD Seconded. Passed 3-0.

**7:30 PM 28 Winter Street – Applicant Jacqueline Stephen requesting to operate an all-outdoor dog daycare**

Section 6.2 of the Bylaw requires written advice of Planning Board to the ZBA.

MO – Noted that the Zoning Board of Appeals and Planning Board had received a letter from the Building Commissioner stating his belief is that the proposed use is a commercial use and not permitted in a Residential (R-1) District, i.e. since it was not listed as a permissible use. MO – States that 6.2 (g) was connected to the agricultural commissions' prior amendment and is intended to allow additional uses such as boarding, training, raising, or breeding of dogs other than farm dogs or owners pets. However, a day care center involves traffic to and from the neighborhood and is a commercial business.

MO- Advised the applicant of their right to disagree with the advice of the building inspector at the ZBA meeting

The Planning Board deferred to the Building Commissioner's letter and thus did not deliberate on this further. The Board suggested that the applicant meet with the building inspector to answer the questions raised at this meeting.

**7:40 PM Planning Board BYLAW Working Session and Discussion Planning Board BYLAW Working Session and Discussion**

**Solar Amendment Section 13.6**

JB – Distributed handout with topics to be considered for the proposed Town Meeting Bylaw amendment. Discussion followed.

MO – Suggests joint meeting with Green Energy Committee in conjunction with Solar amendment discussion. Perhaps at February 12 meeting. Need to prove collaboration with energy (green) stakeholders.

SG – Don't want to require residents to submit electrical bills to determine Town-wide average for the purpose of determining the load basis for each property. Instead, consider the means utilized for a solar panel application recently approved by the Planning Board whereby the solar panel supplier calculated the load and solar panel recommendation specifically for that user based on their electrical utility history plus 10%. In that manner, the solar installation basis is calculated separately for each individual user.

SG - Preference that all homeowners can install solar panel capacity up to 125% of their individual designed load.

MO – Homeowners can sell an unlimited amount back to the grid.

JB – Received recommendation of carport heights of 14 feet to 17 feet to enable cars and trucks to park beneath.

JB – Bylaw amendment needs to include a carport definition.

**Non-Conforming Lots and Structures Section 4.1 (c) and Section 4.1 (e)**

JB – Distributed handout with comment and proposed draft to be considered for the Zoning By-Law Amendment Sections 4.1(c) and 4.3 Non-Conforming Uses. Discussion followed.

JB – Currently the Bylaw does not have a provision for properties made non-conforming through a land taking.

MO – The primary goal is to avoid making non-conforming lots even more non-conforming.

**Parking Benefits District (update)**

JB – Distributed handout with warrant article draft to be considered for the proposed Town Meeting Bylaw amendment. Discussion followed.

JB –JB – Parking Benefits District key features: Create a parking benefit district (Lincoln Station), create a special fund to place parking fees into which can be used for parking improvements, beautification, street scape improvements and infrastructure improvements. The SLPIC MBTA team has explored local towns pay systems and fee structure and will make recommendations on fee structure and pay system for Lincoln. M Getting more consideration from the MBTA depends on providing more parking.

MO – Recommended looking at West Concord station for train access orientation and traffic controls. Explore location of train inbound and outbound in relation blocking street traffic Business.

Review of Meeting Minutes 01082019

LD moved to approve Meeting Minutes 01-08-2019. SG seconded. Passed 3-0.

**Adjourn** 8:30pm – LD moved to adjourn. SG second. Passed 3-0

Approved as amended March 6, 2019