

PLANNING BOARD MINUTES

June 27, 2023

Board Members Present: Margaret Olson (Chair), Craig Nicholson, Gary Taylor, Ephraim Flint

Staff Present: Paula Vaughn-Mackenzie, Jennifer Curtin

Attendees: Andy Bennett

7:00 PM Site Plan Review, Section 17.7: Glenn and Gail Matot, 5 Underwood Circle, Parcel 177-35-0. Site Plan Review for the construction of an addition to the existing single-family home. Vote Expected.

JC presented the project as submitted by the applicant.

Construction of a one-story, 28' x 36', 19' tall addition and 8' x 14' wood deck connected to the existing home which will include an approved accessory apartment to allow aging in place.

This project is subject to Site Plan Review because the addition puts the property over the 8% threshold for calculated gross floor area. 8% of the 51,461 lot square footage is 4,116 square feet. The calculated gross floor area after construction will be 5,720 square feet.

The only setback that will change from existing after construction will be the right side, going from 78 feet to 68.6 feet.

Preservation of Landscape: There will be no alteration to the existing grades.

Relation of Buildings to Environment: The addition will match the existing structure roof pitch. Orientation will allow southwest facing slope for possible expansion of the current rooftop solar panel system.

Building Design and Landscaping: All building materials will match the existing structure. Scale will blend into main body of house to look proportional. Landscaping will be next to the addition and will consist of mulch beds with plantings and lawn. No vegetation will be removed.

Open Space: Property will maintain its open nature.

Circulation: The east side of the addition will have entrance door to a foyer with access to the apartment and existing garage. The west side will have French doors leading to the proposed deck. There is parking off the main driveway.

Screening: There is an existing undisturbed vegetative buffer greater than 10 feet along all sides of the property consisting of deciduous trees, eastern red cedar, and grass.

Lighting: 3 Sconces, 640 lumens, 2700k color temperature. Two on either side of the west deck French doors and one above the east side entry.

Abutters: All abutters were duly notified. The Planning and Land Use Department did not receive any request for plans or comments on the application.

Submissions: All requirements for Site Plan Review submitted.

Board members expressed support of the project. There were no public comments.

GT moved to close the hearing and approve the Site Plan as submitted. EF seconded. Roll Call: GT aye, EF aye, CN aye, MO aye.

7:15 PM Determination of Minor Change, Section 17.7, Site Plan Review: Hutchinson, 247 Old Concord Road, Parcel 156-6-0. Request for a determination of minor change to the approve site plan to shift the location of the proposed house. Vote expected.

Project:

The applicant is requesting a minor modification to the approved Site Plan approval dated March 15, 2023 to shift the house 5 feet towards the center of the lot along the main axis of the house with no rotation or change in shape from the approved plan.

After the surveyor staked the property for the foundation on June 21, 2023, the applicant realized there would be 4 large trees > 12" diameter in the direction of the view to the west, only one of which is shown on the December 22, 2022 site plan that was approved by the Planning Board. These trees would obscure the view from the large living room windows if they left the house sited as approved.

The trees are in the wetlands buffer zone, so the applicant would need Conservation Commission approval to remove them. The applicant does not want to remove the trees as they are healthy and add to the landscape of the site and several large trees already had to be removed close to the house site.

The shift would solve the applicants' issues and move the house closer to the center of the lot, which they state would be a net improvement as the two side setbacks would be more equal than originally proposed.

The applicant will submit an official stamped survey plan once it is completed, which is expected by the date of the meeting.

The applicant must also go before the ZBA for a modification to their Special Permit and is scheduled for their July meeting. The Planning Board may choose to grant the modification subject to Special Permit modification approval by the ZBA and the submission of a revised stamped survey plan.

GT moved to consider this change minor in nature and approve the project as submitted. EF seconded. Roll Call: GT aye, EF aye, CN aye, MO aye.

7:30 PM Housing Choice Act Zoning Working Session

PVM gave a recap of the two public meetings that were held. The in-person meeting had around 50 attendees and the online meeting had 80. Major input was questions of why the district is not more concentrated in the Village Center, questions from residents in the districts and then feedback that there

is too much acreage being considered for rezoning. This presentation was a first pass at showing how the Town could comply and what pathways could be tweaked. The Working Group will conduct outreach to the residents in the districts to have in-person meetings.

PVM said that we need to discuss the framework of the zoning, especially considering the RLF proposal for a mixed-use project. We cannot require commercial in the HCA district, but we can allow mixed use. Many communities are dealing with that issue, and the advice has been to keep Towns' existing main commercial area out of their HCA district in order to maintain the commercial. There would be one section added to the bylaw for all of the subdistricts. Some would go into HCA compliance, and some would not. She will confirm with Town Counsel if we can follow that framework and maintain the majority vote to approve the zoning at Town Meeting.

MO said she has spoken with other residents who asked why their properties could not be included in the district. GT said he has also had conversations from residents who would like their lots included. PVM said we received feedback from residents that would like to see more of the district in the Village Center rather than in other locations in Town.

MO said we can put in density bonus incentives for mixed use. GT said it is important to consider potential other projects in the Village Center which may want more density.

EF asked if Doherty's would be included in the HCA district. PVM said that UTILE said that it would be zoned with the mall to preserve the commercial.

GT suggested scheduling a workshop. EF agreed and added that the maximum height of buildings should be discussed. PVM said the current thinking is 3 stories or 36 feet. PVM asked CN and Mr. Bennett to look into ideal building heights for mixed use.

Mr. Bennett inquired about parking requirements. MO said that parking requirements add to the cost of a unit and force those who do not drive to pay for parking, and that parking requirements subsidize car use. MO suggested that parking spaces be charged separately. EF noted that trains come infrequently and there are no nearby public buses, so those who do not drive would have a hard time getting around.

CN inquired about build-to lines, or maximum setbacks, on Lewis Street. PVM said we could consider 15- or 20-foot max.

GT said that the commuter parking lot would be zoned with the mall so the zoning could be combined into one majority vote. PVM said the result will add a Section 12.8: Overlay Districts to the bylaw, which will name the subdistricts, list the parcels in each district, and then give the rules for each.

CN asked PVM about what they should do when questions are brought up about the financial impact of the HCA. PVM said that a Traffic Study has already been conducted but beyond that there may be little point to drafting a fiscal impact statement because many of the effects would only be felt in the distant future if at all. CN said that it would be useful to be able to provide some answers to residents' questions. PVM said another question that may be posed is whether this would overrun the schools but noted that the schools have stated that they need more students.

Mr. Bennett raised the concern of water demand. PVM stated that the water demand will not be an issue because according to the Water Department and Board of Water Commissioners, as the population grows the Town's water allotment increases. GT stated that the water line along Lincoln Road needs repair which would cost around 7 million dollars. PVM said that would mean MassWorks grants would be necessary, which we are only eligible for if we comply with the HCA.

CN said that he would research past MassWorks grants awarded to small towns.

PVM said that Lincoln is currently working on getting the wastewater treatment plant upgrade for the Lincoln Woods system designed, which was a \$400,000 grant from the One Stop Program which is also an HCA compliant requirement grant, and that they know the next step is to apply for money to make the upgrade, which would be around 2 million dollars. The design would be done by next June, so next spring they would be applying for infrastructure funds.

GT said we also need to improve the train station.

PVM said that the HCA Working Group will conduct listening tours to educate residents on options for compliance and see how people feel about the different scenarios. A framework for the zoning will then be developed after which workshops will be held.

Business

Approve May 16, and June 6, 2023 Minutes

MO moved to approve the minutes of May 16th and June 6th. GT seconded. Roll Call: GT aye, EF aye, CN aye, MO aye.

GT moved to adjourn. CN seconded. Roll Call: GT aye, EF aye, CN aye, MO aye.

Approved on July 25, 2023.