

Planning Commission Special Meeting Minutes

June 13, 2023 • 6:30pm

Lincoln Town Office and Via Zoom

Attendees: Matt Atkins, Spencer Prescott, Barbara Murphy-Warrington, Ken Pohlman, Serena Fox (Board Members)—Katie Raycroft-Meyer

6:37pm Call to Order by Board Chair, Matt Atkins

6:38pm Matt motioned to approve the minutes from the June 1 meeting. Barbara seconded. All approved.

6:39pm Matt motioned to approved the agenda. Serena requested time to speak regarding the PC relationship with the ZA. Matt motioned. Ken Seconded. All approved.

6:39pm Current Biz

Katie "hit the topics" that we were going to discuss before. Trying to be clear on all points for the public (and us).

1. Dimensional changes

2. Use changes

3. Review process changes.

1. Dimensional Changes = lot size.

a. 1/4-acre for main village district ("village center") area only. Other areas move to a 1/2-acre minimum lot size.

b. Side yard setback: move the 20' setback to Lincoln Village 10' and other Districts move to a 15-foot.

c. Road Frontage: Change to 70', but maybe (and need to allow a flag line).

2. Use Changes. Katie shared a more-developed version of the uses chart as she recognized several "holes" in our current Zoning Regs. There were not a lot of uses listed and she mentioned that this is where we can "get in trouble." She suggested expanded use regulations as presented in "*Proposed Table of Permitted and Conditional Uses*" dated 6/1/23. She focused on residential uses. All changes highlighted in light blue and uploaded on the website for review.

a. E= Exempt, P= Permitted, SP= Site Plan Review, C= Conditional, X= Not permitted. She has updated this for the purposes of protection and benefit.

* Senior/ADA Compliant Housing needs further in-depth description.

** Let's remember to define Review Criteria. Site Plan Review vs. Conditional site plan.

***Group Home has no definition in our bylaws (see how this is defined by STATE Law).

****Work on "Commercial Use" definition: Katie will deliver examples.

3. Review Process Changes. Review criteria has been supplied for us to include in our Zoning Regulations: Attachment from Katie as example includes Section 390: SITE PLAN REVIEW plus additional info to include in our Zoning Regs.

Katie will provide all documents as PDFs so that permissions are not requested (including example use table and the Section 390+ stuff).

We approve and have public hearing (we make changes and take to Select Board).

Then select board has to have a meeting and public hearing. We have until December.

We are trying to achieve by September. **We'll continue to finesse language with aim of publishing on our website.**

- 7:32pm Review of May 23 Meeting
All positive. All agreed we should do this several times a year.
- 7:35pm Not planning date right now.
- 7:43pm Who and how to warn the meetings.
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- 7:45 Other Business
Serena brought up convo requesting review of State Statutes on our relationship with the ZA and the ZA responsibilities (writing of decisions for DRB, etc...). PC used to be responsible for hiring the ZA, etc... Spoke with Steve who is aware of Nicole's discussion around decision writing. Agreed to send us permitting to keep us in the loop. Matt spoke to the new ZA hiring process. Previous PC interviewed and made a recommendation. Hiring this time was made by a committee.
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- 7:49pm Adjourn

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