

Town of Lincoln Planning Board – Meeting Minutes
August 10, 2011 – 6:00 pm

Present: Chairman Pat Romprey, Clerk Jim Spanos, John Hettinger, Charlie Cook (Alternate), Chester Kahn (alternate)

Staff Present: Planning & Zoning Administrator Michele Alexander, Town Manager Peter Joseph

Excused Absences: Peter Moore, Deanne Chrystal, Ivan Saitow (Alternate), Tom Adams (alternate)

Others Present: Herb Lahout (representing Lahout Plaza), Jason (Subway Representative)

- 1) **CALL TO ORDER** by Chairman Pat Romprey at 6:05 PM

Chair announced Charlie Cook and Chester Kahn as seated alternates.

- 2) **CONSIDERATION** of Draft Meeting Minutes for 7/13/11

C.Cook and J.Spanos abstained as they were not present at the 7/13/11 meeting.

Board noted one (1) typographical error, and addition of “Loon” page two (2), and “Rapids” page three (3).

MOTION: C.Kahn made a motion to approve the minutes of 7/13/2011 as amended. J.Spanos seconded the motion. The motion carried unanimously (3-0-0).

NEW BUSINESS

I. Appointment with Herb Lahout

P.Romprey recused himself.

H.Lahout and Jason (representing Subway restaurants) discussed the sign permit application that was denied by the Planning & Zoning Administrator (M.Alexander) to add a projecting Subway sign from the multi-business sign at Lahout Plaza. M.Alexander noted the sign had not been approved for two reasons of non-compliance with the LUPO sign regulations: the sign requested would not be located on the business property and off-premise signs are not permissible, and the sign would be the second free-standing sign for the business, with one large free-standing Subway sign already in existence on the corner of the business property. H.Lahout indicated that potential Subway patrons are unclear that the entrance to the Plaza is also an entrance that can be utilized for the Subway restaurant. M.Alexander noted that a directional sign for Subway at the Plaza entrance could be added and would be permissible under the current regulations. The Board discussed this option with the Subway representatives and all concurred this would provide a viable solution to the issue while remaining in compliance with LUPO regulations.

MOTION: C.Kahn made a motion to approve a directional sign for Subway at the main entrance of Lahout Plaza of the same size as the current directional sign for Subway on Maple Street. J.Spanos seconded the motion. The motion carried unanimously (4-0-0).

II. CONTINUING & OTHER BUSINESS (Staff and Planning Board Member/Alternates).

A. School Building Committee update from Planning Board Representative

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The Chair requested an update from C.Kahn regarding the School Building Committee. C.Kahn noted the Committee had not kept him in the loop on meetings since the initial meetings he had attended, however he was aware and provided an update that the testing on the foundation had been completed to his knowledge and that funds had been approved for an architect. J.Spanos indicated the Facilities Committee was making decisions on the architect at this time. The Chair asked that a letter be sent to the Chair of the Committee regarding the exclusion of the Planning Board representative from meetings. The Planning Administrator will follow-up to draft a letter.

B. Forest Ridge Compactor

The Board and Staff discussed that the fence and berm, as recently constructed with the height of both raised, now met the condition of site plan approval.

VIII. REVIEW AND COMMENT on the MATRIX REPORTS and OPEN FILES pertaining to:

- A. Building Permit Applications
- B. Land Use Subdivision and Site Plan Applications/Approvals
- C. Sign Permit Applications
- D. ZBA Applications

The Board reviewed the reports and discussed that the valuation indicated by applicants on the building permit applications was of no bearing to tax valuation, and therefore was not mandated to be accurate, just an estimate to be provided. P.Joseph concurred that tax value is determined by the Town tax assessor.

IX. PUBLIC INPUT on Specific Issues

C.Kahn indicated that a member of the public had approached him with concerns regarding the ongoing liquidation sale in a tent sale operated in a plaza parking lot by the business McKenzie's Gear. The Board discussed that the length of time in which a liquidation sale could take place was a State consumer protection issue and the member of the public could contact the State. The Planning & Zoning Administrator noted that the length of time banners could be displayed would pertain to local sign ordinances and could be addressed. The Board discussed that the tent in the parking lot could only be addressed if there had been a previous Board site plan approval for the number and location of parking spots in meeting LUPO requirements. M.Alexander noted that no LUPO regulation specifically addressed any requirements or specifications for tents. The Board and Staff noted there are numerous businesses in the town utilizing tents for merchandise display and sale. The Board concurred that the member of the public should provide a written complaint to the Board. M.Alexander recommended when the LUPO is next reviewed for potential amendments the Board could provide regulations pertaining to on-site tents and indicate if the Board is for, or against, their use after a public hearing and provide the regulatory guidelines and timelines for their use. The Board and P.Joseph noted their value to tourism in the Town.

X. ADJOURNMENT:

MOTION: J.Spanos made a motion to adjourn the meeting. J.Hettinger seconded the motion. The motion carried unanimously (5-0-0).

The meeting was adjourned by the Chair at 6:36 pm.

Dated: August 11, 2011