

**LINCOLN PLANNING BOARD
REGULAR MEETING MINUTES
TUESDAY, JANUARY 22, 2013 – 4:00PM
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN NH**

APPROVED

Present: Chairman Pat Romprey, Vice Chairman Jim Spanos, Selectman O.J. Robinson, Clerk John Hettinger and Paula Strickon.

Staff Present: Town Manager Alfred “Butch” Burbank, Planning and Zoning Administrative Assistant Carole Bont

Members Absent: Chester Kahn (alternate)

Guests: Littleton Courier Reporter Darin Whipperman,

I. CALL TO ORDER: by Chairman Pat Romprey at 4:00 P.M.
Mr. Romprey called the meeting to order.

II. CONSIDERATION OF DRAFT MINUTES OF JANUARY 9, 2013.

Motion: “To approve the minutes of January 9, 2013, as presented”.

Motion: Strickon.

Second: Robinson.

Motion carries unanimously by all members (4-0).

III. OLD BUSINESS: Saber Mountain Partners, LLC – Extension of Letter of Credit for the Restoration of Black Mountain Road per Notice of Decision dated May 26, 2005, per Planning Board Meeting of April 27, 2005, as a conditions of Subdivision Approval of former Tax Map 32, Lots 10, 11, 48-68.

Chair Romprey told the Board that after some further investigation he discovered that the upper end of Black Mountain Road was used during construction. The road was damaged. There is documented evidence of the fact that the damage was caused by Saber Mountain vehicles. Therefore, the Planning Board’s “Consensus of Opinion” at the meeting of January 9, 2013, was incorrect. The Planning Board must to reverse that back to the original language in the “Notice of Decision” – “from the Lower East Branch to the Upper East Branch.”

The Notice of Decision is dated May 26, 2005. In the Notice of Decision, Paragraph 4 reads: “Saber Mountain Partners, LLC will provide continuous maintenance throughout the period of development on Black Mountain Road from the intersection of East Branch Drive lower and to the intersection of East Branch Drive upper to mitigate the damages caused by heavy equipment”.

Motion: “To reverse the ‘Consensus of Opinion’ on January 9, 2013, and to refer back to terms of the original Notice of Decision.”

Motion: Robinson.

Second: Hettinger.

Motion carries unanimously by all members (4-0).

Robinson asked that the Planning Board send a letter to Saber Mountain Partners, LLC, to this effect.

Robinson asked if a new letter would be sent to Saber Mountain Partners with a new Notice of Decision. Chairman Romprey answered, "That is correct." Robinson asked if the extension of the letter of credit be affected by this decision. Romprey informed him that the letter of credit was based on the original Notice of Decision and so it was correct. The Notice of Decision said "...Black Mountain Road from the intersection of East Branch Drive lower to the intersection of East Branch Drive upper...".

NEW BUSINESS: PUBLIC HEARING ON PROPOSED ZONING AMENDMENTS (PROPOSED CHANGES TO LAND USE PLAN ORDINANCE)

The Planning Board held a public hearing on the following amendments to the Lincoln Land Use Plan Ordinance proposed by the Planning Board:

A. To amend Article VI-B (Lincoln Sign Ordinance) to include:

1. General Revisions to the language and outline format so the ordinance is easier to read and so the duties of the applicants and the town are more clearly stated.
2. Add a Section B. Applicability.
3. Add to Section E.2. Application contents to include street address and easement information; added an application review process and a post permit approval process.
4. Delete Section D. Application Fees – put information elsewhere.
5. Reorganize Section for Exempt Signs; made changes to E.2 Sign Classifications and Standards, combining the definitions of signs with the applicable standards instead of listing definitions and standards separately.
6. Pull all references to Special Events out of this section and put Special Events and Special Event signage in a separate section.
7. Reorganize information in sections relating to Real Estate Signs and Real Estate Off Premise Directional Signs and Subdivision Signs.
8. Add requirement that applicant include written permission by landowner permitting placement of the Off Premise Directional Signs.
9. Add a Section "Integrated Sign Plan" that adds flexibility for additional signage for multi-business properties, or singular properties of greater than 10,000 square feet or tourist attractions located in the General Use and Village Center zones.
10. Add an administrative appeals section.

B. To add Article VI-C (Temporary Land Uses) to include:

1. Special Events. Parts of the Sign Ordinance pertaining to special events were placed in this section.
2. Transient Vending. The original Street and Sidewalk Vendors Ordinance would be superseded by this section.
3. Temporary Land Use Signage.

C. Changes to Site Plan Review Regulations necessitated by changes to the Land Use Ordinance

1. Add two items to application: “anticipated attendance” and “anticipated police details”.
2. Add Site Plan requirements for plan elements and title block on the plan itself.

The amendments are proposed for actions by voters of the Town of Lincoln by use at the 2013 Town Meeting, to be held on March 12, 2013.

Motion. “To open the Public Hearing on Proposed Zoning Amendments.”

Motion: Hettinger.

Second: Spanos.

Motion carries unanimously by all members (4-0).

Town Manager Burbank commended the Planning Board on the work that was done on the proposed zoning amendment changes. He was impressed with the level of detail and the work that went into the proposed amendments. The Board commended the Planning and Zoning Administrative Assistant for stepping in at the last minute and “beating the document into shape”.

The Chair asked the only guest, Littleton Courier Reporter Darin Whipperman, if he had any questions. He did not.

Motion. “To close the Public Hearing on Proposed Zoning Amendments.”

Motion: Strickon.

Second: Hettinger.

Motion carries unanimously by all members (4-0).

IV. NEW BUSINESS: APPOINT TWO REPRESENTATIVES TO THE REGIONAL PLANNING COMMISSION, NORTH COUNTRY COUNCIL.

The Town of Lincoln is entitled to appoint two representatives to the regional planning commission. The Planning Board recommends the candidates. The Board of Selectmen approves their appointments. The Board appointed Strickon and Planning and Zoning Administrative Assistant, Carole Bont, as Lincoln’s two Representatives to North Country Council. Chair Romprey agreed to be the alternate.

Motion. “To appoint Paula Strickon and Planning and Zoning Administrative Assistant Carole Bont as representatives and Patrick Romprey as an alternate to the Regional Planning Commission known as North Country Council.”

Motion: Strickon.

Second: Spanos.

Motion carries unanimously by all members (4-0).

V. 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
- E. Violations

The Board did not have a Matrix Report to review at this meeting. Bont will prepare a Matrix Reports for the next meeting.

VI. PUBLIC PARTICIPATION AND OTHER BUSINESS: None.

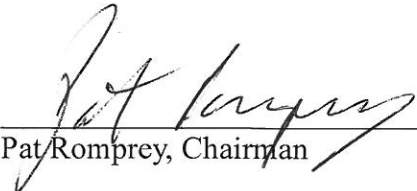
VIII. ADJOURNMENT**Motion to Adjourn.****Motion: Robinson.****Second: Hettinger.****Motion carries unanimously by all members present (4-0)**

The meeting was adjourned by at 4:10 pm.

Respectfully submitted,

Carole Bont, Planning and Zoning
Administrative Assistant

Dated: February 13, 2013


Pat Romprey, Chairman