

Town of Lincoln Planning Board – Meeting Minutes  
December 28, 2011 – 6:00 pm

**Present:** Chairman Pat Romprey, Clerk Jim Spanos, Selectman Peter Moore, John Hettinger, Charlie Cook (alternate), Chester Kahn (alternate),

**Staff Present:** Planning & Zoning Administrator Matt Henry

**Excused Absences:** Deanne Chrystal, Tom Adams (alternate), Ivan Saitow (alternate),

**Others Present:** None

**I. CALL TO ORDER** by Chair at 6:00 P.M.

Chairman Romprey called the meeting to order. Charlie Cook was seated.

**II. CONSIDERATION** of Draft Meeting Minutes for 12/14/11

The Board made the following changes to the minutes:

- 1) Change “to develop” to “of developing” on page 1.
- 2) Add Map/Lot number on page 1.
- 3) Move “previously” in front of the word “garage” on page 2.
- 4) Delete “pretty” on page 2
- 5) Replace “inevitable” with “necessary” on page 2.
- 6) Delete “and” in paragraph 3 on page 2.
- 7) Replace “arbitrarily alleviate” with “waive”
- 8) Add “Ivan Saitow was seated” on page 3
- 9) Add “after the vote” on page 3.
- 10) Delete “Charlie Cook said that...for what was merged” on page 3.

**MOTION:** Charlie Cook made a motion to approve the minutes of 12/14/2011 with the changes. John Hettinger seconded the motion. The motion carried unanimously (5-0-0).

**III. NEW BUSINESS**

None

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

**A. Master Plan Vision Statement**

The Planning Board reviewed the vision statement and made the following changes:

*Lincoln is recognized as a premier four season resort destination with a diverse and thriving economy. Lincoln ~~strives to~~ will continue to provide exceptional public services while maintaining a competitive tax rate and*

*balancing the interests of both the business community and residents. Lincoln ~~will continue to promote~~ economic development while protecting neighborhood integrity, community cohesiveness, ~~environmental conservation and protection, the environment~~ and the scenic beauty of the natural landscape. Lincoln ~~will always~~ hold the quality of life of our citizenry and experience of our visitors as central to our planning process.*

## **B. Zoning Amendment discussion**

The Planning Board decided that the following amendments will be discussed at the Public Hearing scheduled for January 25, 2012.

1. Tent Sales – Add to the “temporary sales location” section of the LUPO Article V, Section B, add that temporary sales locations **“include, but are not limited to, tent sales, temporary stands, etc”**.

*The intent of this amendment is to clarify that tent sales are considered a type of temporary sales location.*

2. Add “Veterinarian and Dog Kennels” to table of land uses. Define Veterinarian and/or Dog Kennels as **“Veterinarian and/or Dog Kennels - A use of premises on which four or more dogs other than personal pets of at least four months of age are kept, boarded, trained or given medical or surgical treatment and are cared for during the period of such treatment whether or not in special structures or runways**

*The intent of this amendment is to trigger Site Plan Review if somebody wishes to convert their business into a veterinarian or dog kennel since there are unique impacts associated with that business.*

3. Replace **“Building Inspector”** with **“Board of Selectmen or designee”** in Floodplain Development District section.

*The intent of this amendment is to align our Land Use Plan Ordinance with the current enforcement structure. The town has not adopted RSA 155:A and has no plans to hire a building inspector.*

4. Replace **“on lots having non-residential uses”** with **“for non-residential fences”**

*The intent of this amendment is to classify fences with regard to the use of the structure rather than the land’s use. This is important when off-premise fences are constructed.*

5. **Eliminate all references to BOCA**

*The intent of this amendment is to eliminate references to building code since the town has not adopted RSA 155-A.*

6. **Planned Unit Development – “Elements within a Planned Unit Developments located on an envelope of land separate from the common area need not conform to dimensional requirements so long as the structure is contained within the envelope owned in its entirety by the property owner. For construction to take place on common land written approval from the property owners association is required.”**

*The intent of this amendment is to bring PUDs into compliance and allow them to make reasonable additions without requiring a variance.*

7. **Change “Building Permit” to “Land Use Authorization Permit”**

*The intent of this ordinance is to change the name of permits that are currently issued so they do not imply the town conducts building code inspection.*

8. **Change “Certificate of Occupancy” to “Certificate of Land Use Compliance”**

*The intent of this ordinance is to change the name of certificates issued after a structure is complete so they do not imply the town conducts building code inspections.*

10. **New Special Exception Criteria for Signs: A Special Exception will be granted so long as the sign meets the following criteria:**

- 1) **The sign is consistent with the spirit of the Town of Lincoln Master Plan and stated purpose of the Lincoln Sign Ordinance.**
- 2) **The sign will enhance the tranquility of the Zone.**
- 3) **The sign enhances the overall quality of the Zone which it is located.**
- 4) **The sign mends existing or potential hazards or unsightly distractions related to traffic, lighting, color, size, or the overall tranquility of the district.**

*The intent of this amendment is to make the special exception criteria related to signs more sign specific and to integrate it with the*

11. **Change Parking Requirements for Timeshare units from 2 per unit to 1.25 spaces per unit.**

*The intent of this amendment is to revise the parking requirements for time share to better reflect what is needed rather than group it with residential units as it is now.*

12. Rezone Tax Map 108 Lot 021 from General Use to Rural Residential.

*This Amendment was submitted by petition.*

**C. Economic Revitalization Zone (ER-Z)**

The board reviewed a memo regarding possibility of Route 3 becoming an ER-Z. The program is a state tax incentive where businesses are credited up to \$40,000 per year on the Business Profits Tax and the Business Enterprise Tax. John Hettinger asked if the town is required to provide matching funds. Matt Henry said that there is no obligation for tracking and reporting on the part of the town. It is a simple application and it is up to the business itself to apply for the credit and prove that it meets the criteria. The only restrictions are that the zone must be contiguous and must meet the following criteria:

- 1) Area is a certified “Brownfield” site
- 2) Area shows a decrease in population according to most recent census.
- 3) At least 51% of households in the area have incomes of less than 80% of the median income for NH.
- 4) 20% of households fall below the federal poverty line.
- 5) Zone has unused or underutilized industrial parks or vacant land/structures previously used for industrial, commercial, or retail purposes but are currently not used due to demolition, age, obsolescence, deterioration, relocation if the former occupants operations, or cessation of operation resulting from unfavorable economic conditions either generally or in a specific economic sector.
- 6) Designation of the zone as a ER-Z zone would likely result in the reduction of the rate of vacant or demolished structures or the rate of tax delinquency in the zone.

Peter Moore asked if the ER-Z requires approval at town meeting. Matt Henry said that since ER-Z is not a change to zoning, it would be a simple administrative action on the part of the selectmen to apply for the program. The Planning Board expressed support for applying for the ER-Z and asked the topic to be brought before the Board of Selectmen.

**V. REVIEW AND COMMENT on the MATRIX REPORTS:**

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

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- D. ZBA Applications
- E. Violations

The Planning Board reviewed the Matrix Reports.

**VI. PUBLIC INPUT** on Specific Issues

*Nobody spoke.*

**VII. ADJOURNMENT:**

*The meeting was adjourned by the Chair at 8:15 pm.*

Dated: December 28, 2011

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Pat Romprey, Chairman