

LINCOLN PLANNING BOARD
REGULAR MEETING MINUTES
WEDNESDAY, JULY 25, 2012 – 6:00PM
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN NH

APPROVED

Present: Chairman Pat Romprey, Vice Chairman Jim Spanos, Clerk John Hettinger and Deanne Chrystal, Ivan Saitow (alternate), and Selectman's Representative O.J. Robinson

Staff Present: Michael Asciola, Planning and Zoning Administrator

Members Absent: Chester Kahn (alternate)

I. CALL TO ORDER: by Chairman Pat Romprey at 6:00 P.M.

Mr. Romprey called the meeting to order.

II. CONSIDERATION of Draft Meeting Minutes of June 27, 2012.

Motion by Mr. Romprey "To approve the minutes of June 27, 2012, as amended."

Second by Jim Spanos

Motion carries unanimously by all voting members: O.J. Robinson and Ivan Saitow abstained

III. OLD BUSINESS: SIGN ORDINANCE ENFORCEMENT AND IMPROVEMENT UNDERTAKING
DISCUSSION:

Michael Asciola briefed the Board on the progress of the sign ordinance enforcement efforts and violation notices. He stated that the first two sign violation notices were mailed out earlier in the day and reviewed copies of the notices with the Board.

Mr. Asciola also informed the Board that during his review of a recently submitted application for Special Exception for Signage through the Zoning Board of Adjustment, he found that the ordinance language regarding appeals relating to signage to be confusing. In specific, he outlined the recently adopted amendments to Article VI-B, BOARD OF ADJUSTMENT, Sec. B, which provides the ZBA with a separate set of approval criteria for Special Exceptions for signage. Mr. Romprey explained that the Planning Board recommended these amendments at the request of the ZBA, to give them criteria in order to make decisions on this type of Special Exception.

Mr. Asciola agreed that this section was needed; however, the format and section titles could be changed to clarify the difference between Special Exceptions for signage under Article VI-B, BOARD OF ADJUSTMENT, Sec. B and Special Exceptions under Article VIII Sec. A. He also stated that a reference to administrative appeals relating to signage should be added to the Sign Ordinance as well. The Board requested that Mr. Asciola draft the suggested ordinance revisions and bring it back to them for further discussion.

Jim Spanos pointed out an issue with ordinance in Article VI-B, BOARD OF ADJUSTMENT, Sec. B.2, as this subsection was blank, yet there was subsequent subsection. He questioned whether this was a formatting error or if there was an ordinance provision that was deleted in error and asked staff to verify its status.

Mr. Asciola asked for the Board's interpretation of "feather flags" and if they considered these a non-governmental flag or banner by definition. The Board questioned their use and existing issues. Mr. Asciola explained that these types of signs have become very popular in some communities and there were many businesses in Town that currently utilize them. He stated their interpretation was needed as it

relates to enforcement and the number of temporary signage types. Deanne Chrystal stated that in light of the fact it has “flag” in the name and was mounted with a single pole unlike a banner by definition, she believed it should be classified as a non-governmental flag. The Board agreed.

There was a general conversation regarding how to create flexibility with the sign ordinance in relation to varying lot size, special events, sale events and uses. It was the consensus of the Board that they would like to create a process that addresses these concerns and could give the Board a tool to modify sign ordinance requirements on a case by case basis. The Board will discuss this topic further at a later date.

IV. NEW BUSINESS: SPECIAL EVENT REVIEW, STREET AND SIDEWALK VENDORS ORDINANCE AND TEMPORARY SALES LOCATIONS

Mr. Asciola outlined some overlapping Town Ordinances regulating temporary uses, events and sales. He informed the Board that the Town Manager was trying to coordinate a date and time where representatives from both the Planning Board and Board of Selectman could meet and discuss this topic as the Board of Selectman had jurisdiction over the Street and Sidewalk Vendors Ordinance and any changes would be subject to their approval. Mr. Spanos and Mr. Romprey expressed interest in partaking in this discussion.

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

Mr. Asciola briefed the Board of new applications and permits contained in the matrix report and informed them that there were previously omitted items that have now been updated on the report.

VI. PUBLIC PARTICIPATION AND OTHER BUSINESS: None

VIII. ADJOURNMENT

Motion by Ivan Saitow

Second by Deanne Chrystal

Motion carries unanimously by all members present

The meeting was adjourned by at 6:55 pm.

Respectfully submitted,

Michael Asciola

Dated: August 8, 2012

Pat Romprey, Chairman