

1 MILFORD PLANNING BOARD PUBLIC HEARING
2 June 18, 2013 Board of Selectmen's Meeting Room, 6:30 PM
3

4 Present:

5
6 **Members:**

7 Janet Langdell, Chairperson

8 Paul Amato

9 Kathy Bauer

10 Steve Duncanson

11 Judy Plant

12 Tom Sloan

13 Susan Robinson, Alternate

Staff:

Jodie Levandowski, Town Planner

Shirley Wilson, Recording Secretary

Zach Knowles, Videographer

Excused:

Chris Beer

Malia Ohlson, Alternate

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16

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MINUTES:

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1. Approval of minutes from the 6/04/13 meeting.

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20

PRESENTATION:

21

2. **The Milford Improvement Team** –PlanNH grant award and Community Design Charrette.

22

23

NEW BUSINESS:

24

3. **Aaron & Jamie Kaplan – 167 Elm St – Map 19, Lot 4;** Public Hearing for a minor site plan to convert a residential property back to a previous mixed use designation, to include a residential apartment and a small commercial business.

25

New application

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27

28

OTHER BUSINESS:

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4. **Mark & Brian Danforth – North River Rd – Map 6, Lot 12;** Discussion for a minor subdivision.

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31

5. **St. Joseph Hospital – Nashua St – Map 31, Lot 32;** Additional discussion on proposed conceptual design.

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(Original discussion held 2/19/13)

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34

35 Chairperson Langdell called the meeting to order at 6:30PM. She then introduced the Board and Staff and read
36 the agenda.

37

38 **MINUTES:**

39 S. Duncanson made a motion to approve the minutes from the 6/04/13 meeting. K. Bauer seconded and all in
40 favor.

41

42 **PRESENTATION:**

43 **The Milford Improvement Team** –PlanNH grant award and Community Design Charrette.

44

45 Chairperson Langdell recognized:

46 Alan Woolfson, MIT

47 Tracy Hutchins, MIT

48

49 A. Woolfson gave a brief history of the Milford Improvement Team formerly known as Do-IT and an overview
50 their two, new broader scoped projects; the QR Code Project and the PlanNH charrette for the old railroad station
51 on Garden St.

52

53 T. Hutchins provided a PowerPoint presentation for the QR Code Project and explained the details. The project is
54 being done in partnership with the Milford Historical Society, the Heritage Commission and the Conservation
55 Commission and will promote Milford's history. Milford has a great number of significant historical sites in town
56 going through America's history; Monson Village, the Revolutionary War, and the Underground Railroad during
57 the Civil War. To promote this to the outside world, we've come up with the idea to place signs that have a QR
58 code with a description about a historical property in Milford and one can use a smart phone to scan the code that
59 will take the user to a mobile website where they can obtain all kinds of information about that site or property.
60 We are loosely calling it a 21st century tour that will hopefully engage a new audience. This is being patterned
61 after the GR Tag Tour in Grand Rapids, MI which highlights an art walk and several historical sites. The website
62 is very informative <http://www.grtagtour.org/>. This is very cutting edge and Milford would be a pioneer,
63 being the first municipality in New Hampshire to create a program like this. We are actively seeking to raise
64 money for this project and most funds will go towards creating the mobile website and the graphics for the
65 signage which will be cohesive and integrated. We are trying to pick sites that follow Milford's history; the
66 Revere Bell in the Town Hall, the bridges that represent Milford's growth during the industrial period, quarries
67 that played a large part in Milford's history, Monson, Eagle Hall, the Harriet Wilson statue, the historic buildings
68 on Middle St, the library fountain, and United Auto Body that was the former Fitchburg Rail Station. An audio
69 component is not included in the initial project because cell phone coverage is still spotty in areas, but we are
70 considering that as part of future enhancements. The mobile website will be built in looking towards the future so
71 that it will be expandable, it will be dynamic and will be changeable as needed. T. Hutchins ended the
72 presentation by stating that the Marchesi Trust and Keyes Trust funds have awarded us \$5,500 towards this
73 project and we are actively fundraising towards our goal. Also, Polly Cote has been invaluable in this project.

74

75 J. Langdell brought up the possible inclusion of the cemeteries because they include so much artwork done by the
76 residents of Milford on the granite monuments. Also, would it be possible to do a short video with the future
77 audio piece, we have a lot of talent between Granite Town Media and the Milford High School Applied
78 Technology Center.

79

80 P. Amato brought up the state historic markers and placards at Jones Crossing and on Emerson Rd and asked if
81 those could be included as well?

82

83 **Railroad buildings at Cottage and Garden Streets**

84 T. Hutchins stated that we've recently been awarded two grants which will fund a design charrette to be held on
85 November 1 & 2. The Plan NH grant, is for services valued at \$50,000 and the New Hampshire Charitable
86 Foundation grant for \$5,000 will cover the additional fees, so there will be no impact to the town. This visioning
87 session will also include members of the community and professionals in the built environment; landscapers,
88 historic preservationists, planners, architects, builders, and engineers. This project began with the Preservation

89 Alliance who approached Janet and Bill a few months ago about the old train station on Garden St and they, in
90 turn, brought it to the MIT to see if we would be willing to take this project on. It turns out that the wooden
91 freight house is more historic than originally thought as it is one of the few remaining ones on the east coast.
92 Most have deteriorated and fortunately ours was built very solidly. The charrette will give us ideas how to not
93 only preserve and restore or readapt those buildings, but it will also take into account the entire area. That was a
94 very bustling neighborhood years ago with many businesses. This will look at the streetscape and the connection
95 to the downtown and to Elm St so we could put tools in place for redevelopment in a thoughtful manor.
96

97 J. Langdell added that this project was initiated by a gentleman from Bedford who approached Chuck Worcester,
98 Bill and I prior to the Preservation Alliance's involvement who wanted to see these buildings preserved. This
99 project was too large for either the Heritage Commission or Planning Board to take on, so we really appreciate
100 MIT taking this to the next step and championing this project. No matter what happens afterwards, we're at least
101 giving it some well thought out consideration. A. Woolfson said it will be good to get fresh ideas and opinions
102 from professionals. MIT has also set aside some funds to help with the project, although we are in no position to
103 buy the building and renovate it. T. Hutchins invited everyone to participate in the visioning sessions on Friday,
104 November 1st at 4pm and 7pm in the Town Hall auditorium.
105

106 **NEW BUSINESS:**

107 **Aaron & Jamie Kaplan – 167 Elm St – Map 19, Lot 4;** Public Hearing for a minor site plan to convert a
108 residential property back to a previous mixed use designation, to include a residential apartment and a small
109 commercial business.
110

111 *Abutters present:*

112 *Herbert & Cheryl Hardman, Granite Town Plaza c/o Cherb, LLC*
113

114 Chairperson Langdell recognized:

115 Aaron Kaplan, owner
116

117 Chairperson Langdell noted that the application was complete, according to staff memo. S. Duncanson made a
118 motion to accept the application. K. Bauer seconded and all in favor. P. Amato made a motion that this
119 application did not pose potential regional impact. S. Duncanson seconded and all in favor. S. Wilson read the
120 abutters list in the record.
121

122 A Kaplan gave a history of the property and presented plans dated 6/14/13, to change the current single family
123 house back into mixed use with an apartment upstairs and a small shop downstairs. The only changes to the
124 outside will be added parking in back for the tenants and some plantings. He then distributed a proposed
125 plantings list dated 6/18/13.
126

127 J. Langell inquired about the parking and the type of business as the plan states sales and service. A. Kaplan
128 responded it would be a smaller business similar to the computer shop we have on the oval, and listed the
129 appropriate uses from the Development Regulations parking table; appliance, carpet, retail sales, small
130 professional office, salon or barber shop. The highest parking requirement would be 3 spaces per 1,000SF for a
131 professional office, so we would need three (3) spaces for the commercial use, two (2) spaces for the residential
132 area and one (1) handicapped space. The proposed parking area in back contains some scattered gravel now, but
133 we will finish that properly that way the tenants can have easy access to the entrance at the back side of the
134 property.
135

136 J. Langdell brought up the staff memo suggestion for a barrier or fence near the drop off and added that area is
137 now shown as snow storage. A. Kaplan said the snow storage would be straight down the hill and not be along
138 the edge. There is approximately 10-15 feet between the parking and the gradual drop off, but we will abide by
139 all rules. J. Langdell noted that some of those rules come from the Planning Board so she asked staff to do some
140 measurements as this plan was originally developed in 1983 and then revised for this application. Is there enough
141 space for those four (4) spots and is there enough radius to back up and safely turn around? J. Levandowski said
142 the minimum requirement is 20ft and this plan provides 24ft. A. Kaplan added that he didn't measure the area

143 because he didn't think there would be an issue but we have been parking there on occasion and were able to pull
144 in and out without issue.

145 J. Langdell inquired about the granite curbing shown on the plan. A. Kaplan said the original plan did show
146 curbing but DPW seemed satisfied with the way it is and didn't bring up any issues. If Public Works is still
147 satisfied, then perhaps the granite curbing could be removed from the plan. J. Langdell clarified that DPW would
148 have reviewed this plan as presented, with the granite curbing. P. Amato added that the granite curbing was
149 supposed to have been put in back in 1983. J. Langdell said it makes an impact in terms of space for parking. P.
150 Amato said it defines the space for parking a little differently. A. Kaplan asked if there was the possibility to
151 leave the property exactly as it is now. J. Langdell said that the plan will have to be modified to remove all
152 references to the granite curbing.

153
154 S. Duncanson inquired about the proposed floodlight on the corner of the house. A. Kaplan said there is not
155 currently one there. My father, Ronald Kaplan will be installing spotlights but unfortunately is not here tonight so
156 I am not sure where the exact locations will be. There is currently one on the building near spots 3 and 4 and also
157 another one in back that aren't shown on the plan. P. Amato referenced note 14 that all lighting will be downcast.
158 K. Bauer said she is concerned about lighting for customers' safety and would like to know that Aaron would give
159 Planning Staff the location of the lighting in the parking lot. A. Kaplan said he will modify the plan to show all
160 the lighting.

161
162 J. Langdell inquired about the shaded area on the plan. A. Kaplan replied that was a drainage area. J. Langdell
163 read the memo from the Conservation Commission dated 6/17/13. A. Kaplan said the area measures
164 approximately 100ft and a good amount of that area is flat green space, so any water would have to flow 100ft
165 and not seep into grass. Then there is approximately another 60' to 90' to Granite Town Plaza through the dense
166 vegetation. I don't see any issues, whatsoever. P. Amato asked if the new parking spaces would be paved. A.
167 Kaplan said no, and the idea that it would cause Granite Town Plaza to somehow flood, even paved, would not
168 happen. It will be gravel. J. Langdell said the Conservation Commission needs to be concerned with runoff and
169 that it cannot increase onto another property.

170
171 Chairperson Langdell opened the discussion to the public.

172
173 C. Hardman expressed concern with barricade fencing and plantings because we would not want anything to
174 block visibility of the shopping center. The shopping center is already at a disadvantage and as this business is
175 right before the side of the shopping center, we ask the Board to take that into consideration.

176
177 Chairperson Langdell closed the public portion of the meeting.

178
179 J. Langdell reviewed the comments and recommendations from the Staff memo dated 6/18/13.

180
181 A Kaplan stated that dumpsters will not be allowed on the property; we would have that in the lease. The tenants
182 can use the transfer station.

183
184 P. Amato made a motion to approve the application subject to staff recommendations and the two modifications
185 discussed tonight with regards to the lighting and granite curbing. J. Plant seconded and all in favor.

186
187 **OTHER BUSINESS:**

188 **Mark & Brian Danforth – North River Rd – Map 6, Lot 12;** Discussion for a minor subdivision.

189
190 Chairperson Langdell recognized:
191 Mark and Brian Danforth, co-owners

192
193 J. Langdell explained that the Zoning Board of Adjustment (ZBA) heard application for the subdivision of this
194 property and both the variance and rehearing were denied. This discussion will not rehash those meetings and no
195 decisions will be made. The threshold for Planning Board decisions is critically dependent on zoning and a plan
196 would have to meet zoning regulations whether it is by right, by special exception or by variance.

197

198 M. Danforth said we went to the ZBA because that was the step we thought we were supposed to take. We
199 questioned if Lot 6/11 was done through zoning, but that lot was made smaller in 2001 and signed in 2006. The
200 rules changed to two acres in March, 2001, but that lot was made smaller after that, so I thought I had the same
201 rights but there was no zoning meeting making that lot smaller. A ZBA member said that the zoning had nothing
202 to do with that, it was done by the Planning Board, so I should have gone to the Planning Board first.
203

204 J. Langdell said this is a totally different situation. J. Levandowski provided a plan dated in 1980. J. Langdell
205 stated that part of this land was massaged with the Falcon Ridge Development and lot 6/10 was absorbed. The
206 two lots in question were shown on that plan as 7/3-3 and 7/3-4. If there were any changes made to the sizes of
207 these lots during the planning process of Falcon Ridge, it was done through a lot line adjustment. The variance
208 for Lot 6/12 was to take a 2.66 acre lot that already exists and divide it into two lots; one that meets zoning
209 regulations at 2 acres and one that doesn't meet current zoning regulations.
210

211 M. Danforth said his question was, why was it not done for the lot next door. There was no zoning meeting to
212 make that lot smaller. It was 40,000SF and now it is .8 acres; they made it smaller without going to the ZBA.
213 The precedent has been set, so why can't I do it.
214

215 P. Amato, who was on the Board at the time Falcon Ridge went through the planning process, said Falcon Ridge
216 was an open space subdivision. He went on to explain the concept of open space subdivisions and said this may
217 have been part of the cluster for Falcon Ridge. The Zoning Board wouldn't have necessarily known that. M.
218 Danforth said if this was part of the open space development, then if I do the same thing with this lot, it doesn't
219 change that open space development. J. Langdell added that the regulations state an open space development
220 must be five or more lots. Further discussion on open space development ensued. M. Danforth thanked the
221 Board for an answer.
222

223 **St. Joseph Hospital – Nashua St – Map 31, Lot 32;** Additional discussion on proposed conceptual design.
224

225 Chairperson Langdell recognized:
226 Melissa Sears, VP Planning St. Joseph's Hospital
227 Danielle Santos, Lavallee/Brensinger Architects
228

229 M. Sears said our team was here in February with a very basic conceptual plan to get direction from the Board in terms of
230 where we should go with the exterior design. Since that time, we've had the opportunity to do more outreach, meet with our
231 neighbors that border the property and hold some focus groups. This is a revised design based on that feedback. We strive to
232 do two things; balance the needs of the community in terms of reflecting a place to get high quality health care services but
233 also maintain the image and character of the Nashua/Elm Street Corridor district guidelines that we know are meaningful to
234 the Town of Milford as they are to us. We'd like to minimize disruption to the patients and to the community as a whole with
235 the construction of the buildings and get as much done before the snow flies as we can.
236

237 D. Santos presented revised plans dated 6/14/13 and reiterated that the goal is to keep the existing facility operational during
238 construction, so between the existing buildings on the site, the parking and the power lines, we don't have a lot of wiggle
239 room to locate the new building. A key feature for us is that the new building will be conveniently located adjacently to the
240 existing medical office facility and will ultimately be connected. We've looked at this site plan many different ways and in
241 order to keep the main facility, which is on the street, functional and build a whole new facility with the constraints of the
242 site, we're trying to make the best of the situation and minimize the visual impact by creating a drop in grade from Nashua St
243 to the building so the parking will be less visible from the road, increasing the landscaping between the road, creating a
244 landscape berm and changing the layout of the parking to enlarge the islands for more landscaping within the parking layout.
245

246 P. Amato noted that the building actually sits higher than the street but the finished floor elevation of the new building will
247 split the difference from the medical office building bringing the elevation down and it seems that the conceptual plan
248 doesn't actually show what is being proposed. D. Santos clarified the different plan iterations. D. Santos said we wanted to
249 make a direct connection to the medical office building; we didn't want to have stairs or make it cumbersome for patients to
250 move between the two facilities.
251

252 J. Langdell said that while the Board verbalized we didn't want parking on the street, given the lot, this is a great middle of
253 the road as we move along with the proposal.
254

255 D. Santos said the location of the entry ways will remain the same. This simplifies the safety concerns of the multiple
256 accesses to the site and the park. We've met with the neighbors and didn't receive a lot of feedback.

257
258 We've looked at:
259 Overall building elevations,
260 Landscaping,
261 Fencing along the property to separate the visual impact from the road,
262 Breaking up the building massing and form into several small components to make it more functional,
263 Scaling the building to keep it one story near the adjacent properties then changing the scale to better relate to the medical
264 office building,
265 Gable roofs and large vertical glass signify the entry to the building,
266 Matching materials similar to the existing medical office building to give more of a campus feel; stone base with clapboard or
267 shingle materials,
268 Fencing along Linden St is shown on the plan to minimize the view and noise from the ambulance and service entrances to
269 accommodate a request from one of the abutters.

270
271 P. Amato said there has been progress and thanked the applicants for listening to what we said in February and moving
272 forward with this. J. Langdell said you've taken the Board's comments and came up with some new suggestions which will
273 combine to make this an even better project for all of us.

274
275 K. Bauer said as this moves forward, she would like to see something that shows that the parking lot, in fact, which is at a
276 lower grade from Nashua St. Discussion regarding the visuals ensued. K. Bauer inquired about the Town's ROW along
277 Nashua St. J. Heavisides said he wasn't sure of the exact measurements but we dedicated ten (10) ft along the front portion
278 of this property during the planning process for the medical office facility. The road flares out towards the cemetery.

279
280 J. Langdell mentioned the crosswalks and said these questions will come up down the road. Also, with these changes are you
281 expecting the volume of services to increase? M. Sears said at the moment we're seeing a marked decrease in the volume at
282 the Milford Medical Center, so we're not building for growth but for the current and historical volume. J. Langdell said that
283 all plays into road widening and opens the discussion for the Kaley Park entrance. J. Heavisides said the entrance is being
284 relocated closer to the cemetery where the ROW is wider and there will be opportunity to put in a turning lane. K. Bauer
285 noted that the ZBA turned down a special exception a number of years ago and the reason was because of the horrendous
286 amount of traffic. The desire was to put in a turning lane to accommodate the full development of Kaley Park. D. Santos
287 said we believe that the redesign of the parking lot, giving it just one entrance will help alleviate some of that traffic with
288 fewer turns. Discussion followed.

289
290 J. Langdell thanked everyone and noted that they could come back for design review or final application.

291
292 **Brox Environmental Citizens Group:**

293 J. Langdell presented an email received on Friday 6/21/13 by Bill Parker and myself from Suzanne Fournier and the Brox
294 Environmental Citizens Group, relative to the gravel pit on the Brox property and the permitting process. "If the Town wants
295 to remove gravel and sand from the gravel pit and/or expand the gravel pit, does it need to apply for a permit and have it
296 reviewed by the State. I request the Planning Board investigate this matter. I also request to be informed of the results."

297 J. Langdell distributed copies of the email and informed the Board that Bill and Jodie are in process of gathering some
298 additional information. We will put this on either the July or August agenda.

299
300 **Freedom's Way, National Heritage Area Management Plan:**

301 J. Langdell noted that there will be a public meeting on Saturday, June 22nd from noon to 4:00PM at the Lawrence Barn, 28
302 Depot Rd in Hollis. This is relative to the federal study and public input sessions that are being done in the development of
303 Freedom's Way by the Freedom's Way Heritage Association who is the process of developing a management plan. This is
304 our opportunity as residents of Milford who are part of the Freedom's Way area to have our voice heard and share our
305 thoughts on this piece of history. All are invited to attend.

306
307 P. Amato made a motion to adjourn the meeting 8:00pm. S. Duncanson seconded and all in favor.

308
309 **MINUTES OF THE JUNE 18, 2013 PLANNING BOARD MEETING APPROVED AUGUST 20, 2013**

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311