



AGENDA

January 15, 2013

Town Hall BOS Meeting Room - 6:30 PM

PUBLIC HEARING:

In accordance with the requirements of NH RSA 675:3, the Milford Planning Board will hold a Public Hearing. The purpose of the public hearing is to discuss proposed amendments to amend language relative to Accessory Dwelling Units under Article IV and Article X of the Town of Milford Zoning Ordinance, *Definitions and Administrative Relief*.

MINUTES:

1. Approval of minutes from the 12/18/12 meeting.

NEW BUSINESS:

2. **CoorsTek, Inc. – Powers St – Map 43, Lot 29;** Public Hearing for a site plan amendment to construct a 3,000 SF addition with associated site improvements; and waivers from Development Regulations Article V, Section 5.04.KK, Landscaping Plan and Section 5.04.LL, Stormwater Plan.
(Meridian Land Services, Inc.)
3. **Ducal Development, LLC – North River Rd & Mont Vernon St – Map 8, Lot 52;** Public Hearing for design review of a proposed senior housing development consisting of twenty-four (24) independent units.
(Meridian Land Services, Inc.)

OTHER BUSINESS:

Future meetings:

1/22/13 *Worksession*
2/05/13 *Worksession*
2/19/13 *Regular meeting*

The order and matters of this meeting are subject to change without further notice.

January 10, 2013

STAFF REPORT

Community Development Department

RE: Administrative Zoning Changes – FINAL REVISIONS – March 2013 Warrant

Public Worksessions: October 2, October 23, November 20, November 27, December 4
Public Hearings: December 18
Board Action: TBD

The Planning Board held a public hearing on December 18, 2012 to discuss several proposed zoning changes for the 2013 town warrant. Several motions were made to post and publish the proposed zoning changes with the exception of a proposed amendment to Article X: Section 10.02.6 Accessory Dwelling Units. Questions were raised at the public hearing as to whether stand-alone accessory dwelling units are permitted under the current zoning ordinance and whether they will remain permitted with the proposed zoning changes. The intent of the zoning changes for Accessory Dwelling Units is to allow a property owner of an existing or proposed single family home the ability to locate an additional incidental dwelling unit on their property.

BACKGROUND:

Accessory dwelling units (ADUs) are currently allowed by Special Expectation in certain zoning districts as specified in the Milford Zoning Ordinance. In the fall of 2012, concern was raised about the general interpretation of the various uses of the word “accessory” relative to residential uses as listed in the zoning ordinance (i.e. “Single-family dwellings and their accessory uses and structures”). The concern was that property owners might think that ADUs are allowed by-right. The Community Development Office and the Planning Board were asked to clarify the language. At the same time, concern was raised about the frequency of ADU requests that were required to be heard by the Zoning Board as variance requests instead of as special exception requests. The proposed zoning changes are intended to address these situations while balancing the needs of our neighborhoods and community.

According to the Town’s Zoning Administrator, stand-alone ADUs are permitted under the *current* zoning ordinance as subordinate uses and structures to the principal use of a single-family home. Questions arose about whether or not stand-alone ADUs would be allowed under the proposed zoning language as presented in the Staff Memo dated Dec. 18, 2012. To avoid any unintended consequences, the following phrase “or as a stand-alone dwelling unit subordinate to the single-family home” is offered for inclusion in the proposed zoning changes below.

PROPOSED REVISIONS:

1. Administrative Relief

Amend Article X: Section 10.02.6 Accessory Dwelling Units to revise language relative to accessory dwelling units

Section 10.02.6 Accessory Dwelling Units

- A. In all cases involving an Accessory Dwelling Unit (ADU):
 - 1. An ADU shall meet the following minimum requirements:
 - a. Only one ADU shall be allowed per a property.

- b. The primary dwelling unit shall be owner occupied.
- c. ~~An ADU~~ shall not exceed 700 SF total space.
- d. The ADU shall include no more than one bedroom.
- e. No additional curb cuts shall be allowed.
- f. ~~An attached ADU accessory dwelling units~~ shall have and maintain at least one common interior access between the principal dwelling structure and the ~~ADU accessory dwelling unit~~ consisting of a connector a minimum of 36" in width or a doorway a minimum of 32" in width.
- g. An ADU shall be located in an existing or proposed single-family home, ~~or its detached accessory structure(s), or as a stand-alone dwelling unit subordinate to the single-family home.~~
- ~~h. All criteria of the zoning district including lot sizes, frontages, yard requirements and height requirements must be met.~~
- i. An existing nonconforming ~~single-family residential use structure or its detached accessory incidental structure use~~ shall not be made more nonconforming.
- j. An ADU shall meet all applicable local and State Building, Fire and Health Safety Codes.

2. Zoning Ordinance Definitions

Depending on the board's decision relative to the Article X proposal, it may be necessary to reopen discussion on the actual definition of Accessory Dwelling Unit as listed in Article IV and reviewed at the December 18, 2012 Public Hearing. Any additional changes would be non-substantive in nature.

- Amend **Accessory Dwelling Unit (ADU)**: A second, ~~accessory~~ dwelling unit incorporated within an owner-occupied existing or proposed single-family home, ~~or its detached accessory incidental structure, or as a stand-alone dwelling unit subordinate to the single-family home.~~ The total area of the ~~accessory dwelling unit~~ shall not exceed 700 SF and shall include not more than one bedroom. Use of the existing curb cut is required and any additional parking should be accommodated by the existing driveway or to the side or rear of the property. ~~For the purpose of this ordinance an accessory dwelling unit is not considered an accessory use or structure(s).~~
- **The following is included only to aid the Board's discussion and not intended for further revision**
 Amend **Accessory Use or Structure**: A use or structure on the same lot with, and of a nature incidental and subordinate to, the principal use or structure. ~~For the purpose of this ordinance an accessory dwelling unit is not considered an accessory use or structure(s).~~

3
4 Present:

5
6 **Members:**

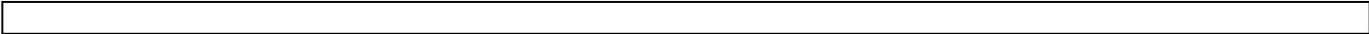
- 7 Janet Langdell, Chairperson
- 8 Tom Sloan, Vice-Chairman
- 9 Kathy Bauer
- 10 Chris Beer
- 11 Steve Duncanson
- 12 Judy Plant
- 13 Susan Robinson, Alternate member

Staff:

- Jodie Levandowski, Town Planner
- Shirley Wilson, Recording Secretary
- Zac Steinbrekker, Videographer

Excused:

- Paul Amato
- Malia Ohlson, Alternate



16
17 **PUBLIC HEARING:**

18 In accordance with the requirements of NH RSA 675:3, the Milford Planning Board will hold a Public Hearing.
19 The purpose of the public hearing is to discuss proposed amendments to the Town of Milford Zoning Ordinance
20 as follows:

- 21 • Article II, *General Provisions*; to amend language relative to Non-conforming Uses and Structures.
- 22 • Article IV, *Definitions*; to amend Accessory Dwelling Unit, Accessory Use or Structure, and Dwelling, Two-
23 family and to delete Portable Sign.
- 24 • Article VI, Section 6.01, *Groundwater Protection*; to amend the definition of Junkyard.
- 25 • Article VII, Section 7.06.3, *Sign Definitions*; to add Façade Sign and amend Wall sign.
- 26 • Article VII, Section 7.06.5, *General Administration*; to amend language relative to Permit not Required and
27 Application Procedure.
- 28 • Article VII, Section 7.06.7 *Sign Requirements by Type*; to amend language relative to the zoning districts,
29 Directional Signs and Wall Signs and to modify all tables to include the ICI-2 District.
- 30 • Article VII, Section 7.07, *Senior Housing*; to amend language relative to Occupancy Eligibility.
- 31 • Article VII, Section 7.09 *Telecommunications Facilities*; to replace the section in its entirety with revised
32 language.
- 33 • Article X, *Administrative Relief*; to amend language relative to Accessory Dwelling Units.

34
35 **MINUTES:**

- 36 1. Approval of minutes from the 11/20/12 meeting.

37
38 **NEW BUSINESS:**

- 39 2. **Pine Valley Mill Commerce Center & Residences at the Mill – Dakota Partners, et al – Wilton Rd –**
40 **Map 6, Lot 13;** Public Hearing for a proposed two (2) unit condominium conversion.
41 (*Fieldstone Land Consultants, PLLC*)
- 42
- 43 3. **C. Fuel Management, LLC – Hollow Oak Ln – Map 7, Lot 5-5;** Public Hearing for a proposed site plan
44 amendment to add two (2) 30,000 gallon propane tanks.
45 (*Sanford Survey & Engineering*)
- 46
- 47 4. **Paloja's Complete Auto Repair – Lehigh Gas/Getty Realty Corp – Amherst St – Map 26, Lot 185;**
48 Public Hearing for a waiver from Development Regulations Article II, Section 2.03.B, in accordance with
49 Section 5.020, to confirm motor vehicle sales, limiting the display to four (4) vehicles, for State licensing.

51 Chairperson Langdell called the meeting to order at 6:30PM. She then explained the process for the public
52 hearing and read the agenda.

53

54 J. Langdell proposed that since there were no members of the public in the audience, the Public Hearing
55 would be moved to the end of the agenda. S. Duncanson made a motion to move said items. J. Plant
56 seconded and all in favor.

57

58 **MINUTES:**

59 S. Duncanson made a motion to approve the minutes from the 11/16/12 meeting. C. Beer seconded and all in
60 favor.

61

62 **NEW BUSINESS:**

63 **Pine Valley Mill Commerce Center & Residences at the Mill – Dakota Partners, et al – Wilton Rd – Map 6,
64 Lot 13;** Public Hearing for a proposed two (2) unit condominium conversion.

65 *No abutters were present.*

66

67 Chairperson Langdell recognized:

68 Andrew Prolman, Prunier & Prolman, P.A.

69 Roberto Arista, Dakota Partners, Inc.

70

71 J. Langdell noted that the application was complete according to the staff memo. T. Sloan made a motion to
72 accept the application. S. Duncanson seconded and all in favor. T. Sloan made a motion that this application did
73 not present potential regional impact. S. Duncanson seconded and all in favor. S. Wilson read the abutters into
74 the record.

75

76 A. Prolman presented plans dated 11/13/12 and explained that this project has progressed since they were before
77 the Board a few months ago. We are at the point where we are looking at our financing and the financing
78 mechanisms are separate and distinct for both the residential and commercial portions of the project. They cannot
79 be co-mingled or intermingled and as such, our proposal is to break up the building into two units only; a
80 residential portion and a commercial portion. There will not be any further subdivision into separate residential
81 units, because as part of the agreements with the Town, the State and the lenders these units will be apartments in
82 perpetuity. The submitted plans and floor plans are preliminary in nature but are close to the final documents. A
83 few items still need to be added; we need to show an easement for the penstock that goes through the residential
84 portion of the parking lot, an easement for the benefit of unit #2 and several utility easements. The floor plans
85 need to show the roofing structures and need to be labeled but there will be no substantive changes to these plans.

86

87 S. Duncanson asked if the first floor center section would be residential as his recollection was that the first floor
88 would be commercial and the second and third floors would be residential. A. Prolman said yes between the
89 building elevation and floor plans you can see how the residential portions break out. S. Duncanson asked if they
90 would be adding any more residential units and stated that these plans are unclear about the number or size of the
91 units. A. Prolman replied they were not changing the number of residential units and explained that the dark
92 heavy line depicts the subdivision to separate the residential and commercial. The floor plans haven't changed
93 from the original approval. The middle section was always going to be residential and the outbuildings, the
94 Earthworks section and unit #2 on the first floor would be commercial. He reiterated that the plans are not
95 changing and it was always the intention to have three floors residential in the middle of the building with
96 commercial areas on each end. T. Sloan clarified that this plan is only to approve to the separation of the
97 residential from the commercial, but agreed that he didn't remember there being residential units on the first floor.
98 S. Duncanson referred to a discussion about the residential parking being in the back and there only being
99 commercial parking in the front lot and discussion ensued. R. Arista said the idea was to have residential units in
100 that center section and it was always presented that way. The entrance to the residential portion is in the back on
101 the second level and that first level is a long floor with the upper and lower levels being small floors. J. Langdell
102 said she remembered the discussion because it was very convoluted as to how a handicapped person would enter
103 the building.

104

105 J. Plant asked if the elevation shown was from the back or front. A. Prolman said it is shown from Wilton Rd.
106
107 S. Robinson inquired about the perpetuity. A. Prolman replied that as part of the financing requirements the units
108 would be apartments in perpetuity, not individual condominiums. J. Langdell asked if they got the CDBG grant.
109 R. Arista replied that they did, but they also received other tax credit funding from the State which is what
110 required the separation.
111
112 Chairperson Langdell opened the hearing to the public; there being none, the public portion of the meeting was
113 closed. She then reviewed the comments from the staff memo dated 12/18/12.
114
115 A. Prolman noted that these plans and documents will most likely go to Bill Drescher for review as well. J.
116 Langdell asked if this was an unusual situation. A. Prolman said this is a unique project, but there are projects
117 like this and referenced the Clock Tower Place Apartments in Nashua which has the same type of ownership
118 structure for different portions of the building. It is not unusual for the nature of the building ownership to be
119 driven by the financing and this building will be owned by a LLC, made up of a series of limited partnerships due
120 to the tax credit financing piece. J. Langdell asked who will own the units. R. Arista stated that the Dakota
121 Group will own all.
122
123 T. Sloan made a motion made to grant approval pending updating the plan with the easements and subject to staff
124 recommendations. S. Robinson seconded. K. Bauer, C. Beer, J. Langdell, J. Plant and T. Sloan voted in the
125 affirmative with S. Duncanson voting no. The motion carried by a vote of 6-1.
126
127 **C. Fuel Management, LLC – Hollow Oak Ln – Map 7, Lot 5-5;** Public Hearing for a proposed site plan
128 amendment to add two (2) 30,000 gallon propane tanks.
129 *No abutters were present.*
130
131 Chairperson Langdell recognized:
132 Andrew Ciardelli, Ciardelli Fuel Co/C Fuel Management
133 Matt Ciardelli, Ciardelli Fuel Co/C Fuel Management
134 Mike Ciardelli, Ciardelli Fuel Co/C Fuel Management
135
136 J. Langdell noted that the application was complete according to the staff memo. C. Beer made a motion to
137 accept the application. J. Plant seconded and all in favor. T. Sloan made a motion that this application did not
138 present potential regional impact. C. Beer seconded and all in favor. S. Wilson read the abutters into the record.
139
140 M. Ciardelli presented the plans dated 11/19/12 and explained that this proposal is to help us have better control
141 of the product we bring into Milford and provide to the community. It is an expansion of an existing, conforming
142 use and it meets NFPA codes and setbacks. We also presented the updated Fire Safety Analysis dated 12/4/12,
143 showing how we meet the NFPA 58 codes, the Fire Department's response times and capabilities and that we
144 have more than enough water in the area should anything happen.
145
146 J. Langdell inquired about the additional tanks and the chain link fence. M. Ciardelli said the #4 and #5 tanks will
147 be further back on the current lot, not closer to the adjacent lot because there is a fifty (50') ft setback from each
148 lot line. M. Ciardelli said there is a chain link fence around the existing three tanks shown on the previously
149 approved plan but it will be expanded to go around the two additional new tanks. We have two sliding gates, one
150 on the north side for transport offloading and we added a swing gate for another bobtail access which is right next
151 to the sliding gate. We'll provide an as-built when complete. J. Langdell inquired if there was any landscaping
152 and referenced the staff memo photo. M. Ciardelli said there is a row of plantings in the triangle and some trees
153 along Hollow Oak Ln. There aren't many plantings but there is a substantial amount of grass on the site. Also,
154 there is no water for irrigation on site.
155
156 J. Langdell reviewed the interdepartmental comments and staff recommendations from the Staff memo dated
157 12/18/12 and pointed out that according to the executive summary and conclusion, this plan exceeds the fire
158 safety requirements.
159

160 Chairperson Langdell opened the hearing to the public; there being none, the public portion of the meeting was
161 closed.

162
163 C Beer made a motion to grant conditional approval, subject to staff recommendations. J. Plant seconded and all
164 in favor.

165
166 **Paloja's Complete Auto Repair – Lehigh Gas/Getty Realty Corp – Amherst St – Map 26, Lot 185;** Public
167 Hearing for a waiver from Development Regulations Article II, Section 2.03.B, in accordance with Section 5.020,
168 to confirm motor vehicle sales, limiting the display to four (4) vehicles, for State licensing.
169 *No abutters were present.*

170
171 Chairperson Langdell recognized:
172 Adnan Paloja, Paloja's Complete Auto Repair

173
174 J. Langdell noted that the application was complete according to the staff memo and the waiver was signed. S.
175 Duncanson made a motion to accept the application. C. Beer seconded and all in favor. S. Wilson read the
176 abutters into the record.

177
178 A. Paloja said he repairs cars now and people often stop by to ask if he has anything for sale, so it would be a
179 good idea to be able to sell a couple of cars from the parking lot.

180
181 J. Langdell gave a brief chronology from the Staff memo dated 12/18/12, and said that this business has been
182 there as long as anyone can remember but there was no site plan on file as it pre-dated our Zoning Ordinance. J.
183 Levandowski stated that the submitted plan was in the building files from 2007 and was based on a soil survey for
184 contamination testing. J. Langdell said the plan was very minimal; there was not a specific display area shown
185 and no parking requirements were listed. A. Paloja said described the site and noted that there was room for four
186 (4) cars in the circled area on the plan. The shop has two bays but there is plenty of room at the back and by the
187 side of the building. J. Langdell inquired where the employees and repair customers would park. A. Paloja said
188 next to the church on the right side.

189
190 J. Langdell reviewed the comments from the staff memo dated 12/18/12. Code Enforcement suggested that the
191 Planning Board verify there is enough space for four (4) vehicles because in the past only one (1) vehicle has been
192 on display and it seems a little small for four. So if we're going to put four spots for vehicle sales, let's make sure
193 we have enough space for the required parking as well. Based on two bays, eight (8) parking spaces are required
194 plus four (4) display spaces that would total twelve (12) spaces.

195
196 S. Robinson noted that three (3) cars are shown next to the church on the overhead picture. A. Paloja said eight
197 (8) customer cars are parked there now and the employee parking can go behind the building. The display spaces
198 will go on the left side over the diesel tank across from the Post Office.

199
200 T. Sloan said he would like to make sure that the applicant understands there are two areas for used vehicles; on
201 the left hand side with two (2) behind and two (2) along the side of the building, nothing alongside the street.

202
203 Chairperson Langdell opened the hearing to the public; there being none, the public portion of the meeting was
204 closed.

205
206 J. Langdell said we have two questions at hand; to approve the waiver and to approve the additional use. T. Sloan
207 questioned if it was an increase of the original use or an additional use because he recalled there always being
208 vehicles for sale there and it's interesting that Code Enforcement makes the same statement that there have only
209 been a certain number of vehicles displayed there. A brief discussion on the prior uses followed.

210
211 J. Langdell said that this is one business in town with a relatively small lot; the applicant is in the automotive
212 business who wants to add or increase automobile sales on their property. Frequently what we see is "scope
213 creep" where we approve a plan and then a few more cars for sale appear, a driveway might be added, the parking
214 shrinks or changes from the delineated spaces and I am concerned that with the lack of detail on the plan in front

215 of the Board, that we will be signing. That's not to say this applicant should be obligated to provide an
216 engineered plan, but enough can be done by hand to meet the spirit of what we're looking for. T. Sloan said one
217 of the things Mr. Paloja indicated was that people come in asking for vehicles but those vehicles don't have to be
218 parked front and center and can go in back; however, he is puzzled that you might sign off on a plan. If we grant
219 a waiver, this plan is a guideline because a site plan doesn't exist. J. Langdell said she didn't really see a plan on
220 this piece of paper and the waiver is for a full engineered minor site plan. At a minimum, a hand drawn site plan
221 ought to include the basics and referenced the recently approved hand drawn plan from the Elm St. It might have
222 had more detail than needed but it was very well done. We should see parking, the display area, and snow
223 removal even though there has never been a complaint about it. J. Levandowski added that there has been
224 conversation with DPW regarding the Town's temporary storage of sidewalk and street snow while plowing. J.
225 Langdell noted that she was referring to the applicant's snow removal.

226
227 S. Robinson inquired if the tank shown on the plan had been removed. A. Paloja stated it was removed before he
228 leased the place.

229
230 T. Sloan said the applicant's waiver request and the staff memo differ somewhat in their purpose. J. Langdell
231 said she interpreted the purpose as, in lieu of an application form for the waiver, the applicant submitted a waiver
232 request which stated according to the RE: *was a request for a Waiver of Minor Site Plan Review* and Staff memo
233 referenced that the request was from Section 2.03:C *to allow for the limited use of motor vehicles sales on site.*
234 S. Robinson asked if it is possible to request a plan showing more details such as parking delineation. J. Langdell
235 said yes and agreed that we need more details.

236
237 K. Bauer said she was all set, but asked what else would the Board like to see on the plan? J. Langdell said
238 parking, the display area, snow removal and to make sure it everything fits, as Code Enforcement suggested. J.
239 Levandowski said the main concern is to demonstrate there is adequate space for parking and display. Is the
240 Board comfortable with the number of display spaces requested? One of the staff recommendations is that the
241 Board come to a number they feel the site can accommodate so that going forward it will be enforceable. S.
242 Robinson said that is one of the reasons she would like to see the parking delineated. J. Langdell said we could
243 make a decision on the waiver and ask the applicant to come back next month with more details. Staff could
244 assist the applicant so that we know what we will be approving.

245
246 A. Paloja stated that the only employee is his brother and there would only be one (1) car and there is plenty of
247 area to park. J. Langdell said that two bays require eight (8) spaces plus four (4) for display cars which equals
248 twelve (12) spaces. T. Sloan noted that spaces have specific dimensions and that may be difficult to achieve here.

249
250 C. Beer said he'd like to see the parking delineation to show it can accommodate the twelve (12) spaces. Also,
251 the outline on the building is fine, but he would like the doors for the building and bays indicated.

252
253 T. Sloan stated that he was opposed to asking staff to develop a plan for the applicant. J. Langdell clarified that
254 she didn't ask staff to do that, but to assist as we've done in the past. T. Sloan said he was still stuck because he
255 has a proposal from the applicant who wants a waiver of site plan review and that makes the rest of our discussion
256 moot, but staff doesn't agree with that per the memo.

257
258 J. Levandowski confirmed the request was for a site plan waiver and added that through discussion with Bill
259 Parker and given the history of this site along with the prior uses for the past fifty plus years, staff saw no issue
260 with allowing some sort of limitation of cars on site and the number four (4) was a starting point. I also
261 understand where the Board is coming from in that they would like documentation. T. Sloan said the Board can
262 do that in a motion. He would be in favor of approving the waiver in accordance with Mr. Paloja's memo dated
263 11/6/12 to allow the continued use of vehicle sales that has been done historically and limiting them to no more
264 than four (4) vehicles and that any change or expansion would require a site plan. There is some component of
265 public justice as this station has been in existence and is convenient for gas and service. It doesn't fall within the
266 purview of requiring a site plan; it isn't new, it isn't a change or expansion of use to a commercial, industrial or
267 multi-family site, and there is no cumulative land disturbance greater than 20,000 SF. This is a reference
268 document, not a site plan, that the applicant provided for us to better assess that allows us to incur and enforce
269 some limitations on what he proposes. Most is done by this memo. J. Levandowski said the applicant can work

270 with staff to provide sufficient details on the reference plan. S. Duncanson brought up the right side of the
271 building and stated that the prior tenant used to park multiple sets of cars with the middle rows blocked, which is
272 fairly common for a repair shop. I don't feel we need to see a formal parking plan for this garage site. J. Langdell
273 said she was looking to see a happy medium between a full blown plan and having nothing. She said she was
274 working off a telephone discussion with staff prior to the meeting that although there was no formal site plan,
275 we'd be getting a hand written plan and she stands corrected.
276

277 T. Sloan made a motion to grant approval of the applicant's waiver request, in accordance with the documentation
278 provided by Mr. Paloja, incorporating staff recommendations from the Staff Memo dated 12/18/12 that there be a
279 limitation of no more than four (4) vehicles on display. S. Duncanson seconded for discussion.
280

281 K. Bauer asked if the applicant was ok with limiting the display to four (4) cars. A. Paloja replied yes. K. Bauer
282 said between the aerial plan, this reference plan, plus her own viewing over the years she has enough information
283 to determine there is sufficient room on that lot. Also, we don't want to delay the applicant one more month
284 because this business has gone on and changed hands and he inherited the problems. T. Sloan said the applicant
285 could get more than adequate parking on the site if he diligently sat down and penciled it out and some of that
286 parking might not be ideally located, so it might just be best left alone. J. Langdell brought forward that we had
287 another applicant on Nashua St. last year and the standard he was held to in order to display his cars, so the
288 precedent was set for this Board's expectations. T. Sloan noted that this use is not being added, it is continuing.
289 J. Langdell said she was trying to treat each applicant with the same level of fairness and justice and further
290 discussion ensued.
291

292 T. Sloan made a motion to modify the original motion to allow the vehicle display locations to be added to the
293 reference plan and the vehicle display limited to those areas shown on the reference plan. S. Duncanson
294 seconded. K. Bauer, C. Beer, S. Duncanson, J. Plant and T. Sloan voted in the affirmative with J. Langdell
295 voting no. The motion carried by a vote of 6-1.
296

297 PUBLIC HEARING

298 Chairperson Langdell read the notice of hearing into the record. She then asked Staff if anyone had inquired
299 about the revisions in the office. S. Wilson stated that no public inquiries or comments were received in the
300 Community Development Office regarding the posted amendments. J. Langdell referenced the revised Staff
301 Memo dated 12/18/12 and explained that the revisions in the latest memo were notes and typos for the final copy
302 that were agreed upon at our last meeting. Most of the proposed amendments are minor in nature or are
303 corrections to add clarity to the Zoning Ordinance.
304

305 *Article II: Amend Section 2.02.0 Non-Conforming Uses, to modify the name of "Non-Conforming Uses"*
306 *adding additional language and Section 2.03.0 Non-Conforming Uses to modify the section title " Non-*
307 *Conforming Uses" to read as "Non-Conforming Uses and Structures – Continuance, Discontinuance, or*
308 *Change" and amend Section 2.03.1:A and Section 2.03.1:C.*

309 J. Langdell read the proposed revisions from the Staff Memo and said that the Zoning Administrator brought this
310 forward due to a number of situations that came up in the past year relative to Accessory Dwelling Units and the
311 conversion of residential buildings to office space. Due to the age of the building and size of the lots there was
312 some non-conformity and because of the way our Zoning Ordinance is written, these properties had to go through
313 a full Variance process instead of the Special Exception process. The proposed language changes and additions
314 will give relief to these situations, where there are no other issues, as intended. K. Bauer brought up the "or"
315 between 1 & 2. J. Langdell said we specifically wanted the "or" in there because it either has to meet #1 with the
316 two clauses or it has to meet the second criteria and will do more of what the section was meant to do.
317

318 Chairperson Langdell opened the discussion for public comment on the proposed zoning amendments; there was
319 no comment. She then asked for comments from the Board; there were none.
320

321 S. Duncanson made a motion to post and publish the proposed amendment, as written, to the March 2013 warrant.
322 C. Beer seconded and all in favor.
323

324 **Article IV: Amend definitions by modifying “Dwelling, Two-family”, “Accessory Dwelling Unit (ADU”;** and
325 **“Accessory Use or Structure”;** and removing **“Portable Sign”.**

326 J. Langdell read the proposed revisions from the Staff Memo and said based on an observation by the Chair of the
327 ZBA we have a couple instances of living unit, which is not defined, so this modification to the definition of
328 *Dwelling, Two-Family* will make the ordinance more consistent. Selectman Bauer brought forward that there
329 might be some confusion with the term Accessory Dwelling Unit which requires a Special Exception and these
330 revisions will clarify the language for the ZBA by adding *For the purpose of this ordinance an accessory*
331 *dwelling unit is not considered an accessory use or structure(s)* to the definitions of Accessory Dwelling Unit
332 (ADU) and Accessory Use or Structure. We are also proposing to remove the duplicate definition for *Portable*
333 *Sign* as it is already defined in Section 7.0.

334
335 Chairperson Langdell opened the discussion for public comment on the proposed zoning amendments; there was
336 no comment. She then asked for comments from the Board.

337
338 C. Beer suggested a minor correction to add a closed parenthesis to the term ADU. He then said there was some
339 discussion regarding the Accessory Dwelling Unit definition as to whether to use the full text or the abbreviation
340 in the definition. J. Langdell clarified that discussion pertained more to Article X and this stand-alone paragraph
341 can be changed if the Board would prefer. C. Beer said he had no preference as long as we are consistent. No
342 changes were made.

343
344 T. Sloan made a motion to post and publish the proposed amendment, to the March 2013 warrant. S. Duncanson
345 seconded and all in favor.

346
347 **Amend article VI: Section 6.01.0:1.B Definitions to remove the definition of “Junkyard” and replace in its**
348 **entirety with a revised definition for consistency with New Hampshire RSA and the definition used in Article**
349 **IV: Definitions**

350 J. Langdell read the proposed revisions from the Staff Memo and explained that we had two definitions of
351 junkyards in the ordinance; we took the most current one, in Article IV for consistency.

352
353 Chairperson Langdell opened the discussion for public comment on the proposed zoning amendments; there was
354 no comment. She then asked for comments from the Board; there were none.

355
356 C. Beer made a motion to post and publish the proposed amendment, to the March 2013 warrant. S. Duncanson
357 seconded and all in favor.

358
359 **Amend Article VII: Supplementary Standards, Section 7.06.3: Definitions by adding “Façade Sign”;** and
360 **amending “Wall Sign”**

361 J. Langdell read the proposed revisions from the Staff Memo and explained that these two amendments are a
362 cross-reference and are administrative in nature.

363
364 Chairperson Langdell opened the discussion for public comment on the proposed zoning amendments; there was
365 no comment. She then asked for comments from the Board; there were none.

366
367 S. Duncanson made a motion to post and publish the proposed amendment, to the March 2013 warrant. C. Beer
368 seconded and all in favor.

369
370 **Amend Article VII:**
371 **Supplementary Standards, Section 7.06.5 General Administration to make minor administrative updates for**
372 **ease of use and support in enforcement.**

373 J. Langdell read the Staff Memo and said that we were asked by the ZBA chair to change the “or” to an “and” to
374 read *Such a sign may not be displayed for longer than seven (7) consecutive days ~~or~~ and no more than fourteen*
375 *(14) days out of any one (1) year period..*

376
377 **Amend Section 7.06.5:D.4 by modifying Section 7.06.5:D.4.a; and removing 7.06.5:D.4.d & 7.06.5:D.4.e as**
378 **redundant to 7.06.5:D.4.a, and amend section 7.06.5:D.8 to include “of any existing sign”**

379 J. Langdell read the revisions from the Staff Memo and noted that these changes were minor in nature and will
380 remove any redundancy.

381
382 Chairperson Langdell opened the discussion for public comment on the two proposed zoning amendments; there
383 was no comment. She then asked for comments from the Board; there were none.

384
385 S. Duncanson made a motion to post and publish the proposed amendment, to the March 2013 warrant. C. Beer
386 seconded and all in favor.

387
388 ***Amend Article VII: Supplementary Standards, Section 7.06.7:A Sign Requirements By Sign Type to include***
389 ***the Integrated Commercial Industrial 2 District (“ICI-2”); and remove Section 7.06.7:A.1***

390 J. Langdell read the revisions from the Staff Memo and explained that the ICI-2 district was adopted in 2007. The
391 clause was no longer needed and this is a basic housekeeping item to make the ordinance easier to read.

392
393 ***Amend Article VII: Supplementary Standards, Section 7.06.7 Sign Requirements By Sign Type to modify all***
394 ***tables under 7.06.7 to include the ICI-2 District; and amend table 7.06-3, to be consistent and specify the***
395 ***allowable number of square feet for Directional Signs in the Residence “A” District as four (4).***

396 J Langdell read revisions from the Staff Memo and referenced Attachment #1. Also noted was that the table be
397 updated to include the number 4SF which was unintentionally omitted from last year’s amendment.

398
399 ***Amend Article VII: Section 7.06.7 Sign Requirements by Type; to modify Section 7.06.7:E Wall Signs (Fascia***
400 ***Sign or Facade Sign) for consistency by modifying the definition of “wall sign”.***

401 J. Langdell read the revisions from the Staff Memo and stated this revision was to keep consistency in its
402 reference to façade signs.

403
404 Chairperson Langdell opened the discussion for public comment on the three proposed zoning amendments; there
405 was no comment. She then asked for comments from the Board; there were none.

406
407 C. Beer made a motion to post and publish the proposed amendment, to the March 2013 warrant. S. Duncanson
408 seconded and all in favor.

409
410 ***Amend Article VII: Supplementary Standards, Section 7.07.3 Occupancy Eligibility for Living Units within***
411 ***Senior Housing Developments, to modify the name of the Occupancy Eligibility for Living Units within Senior***
412 ***Housing Developments***

413 J Langdell read the revisions from the Staff Memo and explained that this pertained to the term living units and
414 that this was simply to change the title.

415
416 Chairperson Langdell opened the discussion for public comment on the proposed zoning amendments; there was
417 no comment. She then asked for comments from the Board; there were none.

418
419 T. Sloan made a motion to post and publish the proposed amendment, to the March 2013 warrant. C. Beer
420 seconded and all in favor.

421
422 ***Amend Article VII: Supplementary Standards Section 7.09.0 TELECOMMUNICATION FACILITIES by***
423 ***replacing in its entirety with following revised TELECOMMUNICATION FACILITIES ORDINANCE.***

424 J Langdell read the Staff Memo and referenced attachment #2. In 2011, the Federal government made some
425 modifications to the federal rulings relative to telecommunications facilities. These revisions are to make sure our
426 local ordinance is reflective of that.

427
428 J. Levandowski explained that one of the major changes brought forward is the shot clock that limits the amount
429 of time the Planning Board or municipality has to respond to an application. We also added in procedural
430 requirements for the application process all the way to the removal process. There were minor changes to add
431 details and clean up the language throughout. It was a lengthy process for the Planning Board, meeting many
432 times from July through November to discuss and finalize this article.

433

434 J. Langdell brought up page 8 of attachment #2 saying that the most recent revisions pertained to the 90 days for
435 co-locations and the spelling for co-location.

436
437 Chairperson Langdell opened the discussion for public comment on the proposed zoning amendments; there was
438 no comment.

439
440 C. Beer made a motion to post and publish the proposed amendment, to the March 2013 warrant. S. Duncanson
441 seconded and all in favor.

442
443 ***Amend Article X: Section 10.02.6 Accessory Dwelling Units to revise language relative to accessory dwelling***
444 ***units***

445 J. Langdell read the revisions from the Staff Memo and stated that these changes go back to concerns with
446 language, formatting, consistency and clarity with regards to *Accessory Use and Structure* and *Accessory*
447 *Dwelling Unit*.

448
449 K. Bauer referenced 10.02.6:A.1.g and asked the question, if you have an existing or proposed single family
450 home, can you create a stand-alone ADU, per se? After a lengthy discussion on the interpretation, it was decided
451 to get comment from the Zoning Administrator. J. Langdell clarified that the intent of the proposal was to say
452 that Accessory Dwelling Units are not considered accessory uses or structures. J. Levandowski added that neither
453 the original language nor the revised wording specifically addressed that.

454
455 S. Duncanson made a motion to table the proposed amendment, to the January 15, 2013 meeting. C. Beer
456 seconded and all in favor.

457
458 **OTHER BUSINESS:**

459 There was no other business and the meeting was adjourned at 8:10PM.

460
461
462 **MINUTES OF THE DEC 18, 2012 PLANNING BOARD PUBLIC HEARING APPROVED _____, 2013**
463

464 Motion to approve: _____
465

466 Motion to second: _____
467

468 _____ Date: _____

469 Signature of the Chairperson/Vice-Chairman:



STAFF MEMO

Planning Board Meeting

January 15, 2013

Agenda Item # 2 CoorsTek, Inc. – Powers St – Map 43 Lot 29

Public Hearing for a site plan amendment to construct a 3,000 SF addition with associated site improvements; and a waiver from Development Regulations Article V, Section 5.04.KK, Landscaping Plan and Section 5.04.LL, Stormwater Plan.

Background:

The applicant was last before the Planning Board on May 17, 2000 for approval of a temporary 24x40 storage building. Approval of the temporary building was conditioned that its temporary use not extend past the date of June 1, 2002. On March 19, 2002 the Planning Board gave approval to make the temporary building a permanent structure and be made part of the previously approved site plan.

The applicant is back before the Board seeking Planning approval for construction of an addition to the west side of the existing building, in the location of the existing loading docks and a proposed rip rap area to house 3 forty-foot storage containers. The proposed addition will be one story with a footprint of approximately 3,000 SF.

The addition will be completely within the existing paved area and no grading changes are proposed. The number of parking spaces required for industrial uses is calculated by 1 parking space for every 600 SF. The number of existing spaces meets and exceeds the towns development regulations.

Adjustments to the site include relocating a storage container to allow for the relocation of the dumpster; installing concrete pads; and installing a rip rap pad to house three additional storage containers.

There are no new loading or service areas proposed with the new addition.

Site History:

The site is located within the Industrial “I” District, with minimum requirements of a front yard setback of 30’ side and rear setbacks of 15’ and a maximum building height of 40’. Lots served by municipal water and sewer within the Industrial Zoning District have no requirements for minimum lot area or frontage.

The site is approximately 3.57 acres (155,339 SF). The existing building coverage is approximately 29,866 SF (19.2%) and the new proposed building coverage shall be 32,866 SF

(21.2%). The existing open space area on site is 79,378 SF ($\pm 51.1\%$) with the new addition the open space will still meet the 30% requirement at 77,199 SF (50.3%).

The existing method for handling stormwater runoff from the site is a stone drainage swale along the west end of the parking lot. There will be no increase in the stormwater runoff as the proposed building addition footprint is over an existing paved area.

The site is located within the level 1 groundwater protection area.

Waivers:

The applicant is seeking waivers from Development Regulations Article V, Section 5.04.KK, Landscaping Plan and Section 5.04.LL, Stormwater Plan. As stated above the proposed addition will be located in an area that is currently paved. There shall be no additional impervious area added to the site and there will be no changes to the existing grading or drainage. The building frontage is moderately lined with shrubs and bushes. Public interest is secured as this is within an industrial zone and the proposed addition shall be located on the rear of the building.

Please find the attached plan.

Interdepartmental Reviews:

Fire Department- No issues with the proposed addition. This addition will not hinder access for us.

Environmental Coordinator- It does not appear that a stormwater permit would be required for 47 Powers St.

Ambulance- No issues with the CoorsTek plan.

Zoning- Site is zoned I-Industrial. No issues with proposed site plan amendments.

DPW- No issues with the proposed

Building- No comment on site plan, assume all required plans will be submitted to building permit for review if accepted.

No comments were received as of January 10, 2013 from Police, Water Utilities, or Assessing. The Heritage Commission and Conservation Commission's regular meetings were held after staff memos were distributed, if any comments come in, Staff will let the Board know at the meeting.

Staff Recommendations:

The three proposed 40 foot storage containers and rip rap pad appear to be located within the existing drainage area on site. The rip rap area was not the requirement of pervious drainage designs on site and Staff found no permit history or conditions of approval that would require such a design. Providing the placement of the 40 foot storage containers and rip rap will not interfere with existing drainage on site staff has no concerns with the location.

There is no demonstration of outdoor lighting on the plan. If lighting is proposed all lighting shall be down cast per the regulations.

Parking on the northern side of the building is labeled incorrectly.

Relocation of the existing dumpster shall require proper screening per the regulations.

Staff has no significant issues with the plan as presented.

If the Board chooses to conditionally approve the plan the following items will need to be updated prior to final approval:

1. Add a note indicating “As-built plans shall be delivered to the Building Department prior to a Certificate of Occupancy being issued.
2. Parking space totals on the north side of the building shall be updated on the plan.
3. Parking spaces on the northwestern portion of the site adjacent to rip rap area be removed and calculations under note #7 be updated.





Waiver Request Form

Department of Planning and Community Development

Name of Project CoorsTek, Inc.

Applicant John A. Heavisides

Date 12/12/2012

When a proposed subdivision plat or site plan is submitted for approval, the applicant may request in writing to waive specific requirements of these Regulations as they pertain to the subdivision or site plan. The applicant shall present reasons in writing why the waiver is needed by the application deadline for a regularly scheduled Planning Board meeting. The Board's publicly notice agenda for the particular meeting shall clearly indicate that a waiver request has been received, a copy of which is available at the planning office, and that the waiver request will be considered at the meeting.

Abutter notification is required for all waiver requests.

The Planning Board may grant a waiver in a special case, so that justice may be done and the public interest secured, provided that such waiver will not have the effect of nullifying the intent and purposes of these Regulations, the Zoning Ordinance or the Master Plan. The Planning Board shall not approve waivers unless it shall make findings based upon the evidence presented to it in each specific case.

All approved waivers shall be noted on the plans, indicating the paragraphs waived and a general description of the waivers.

Subdivision or Site
Plan Regulation
Section Number

Request and Rationale

1. 5.04 KK
(Landscaping)

The proposed addition will be located in an area that is currently paved.
No additional impervious cover is be added to the site, and there will be
no changes to the existing grading or drainage.

Subdivision or Site
Plan Regulation
Section Number

Request and Rationale

3. 5.04 LL
(Stormwater Plan)

The proposed addition will be located in an area that is currently paved.
No additional impervious cover is be added to the site, and there will be
no changes to the existing grading or drainage.

4. _____

5. _____

6. _____

Please feel free to attach any other information as necessary.



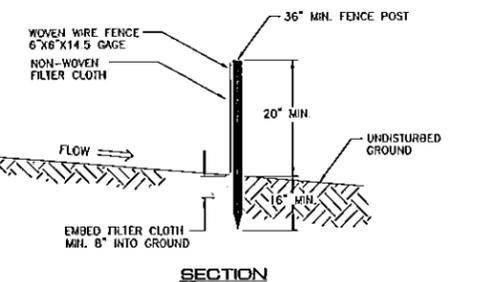
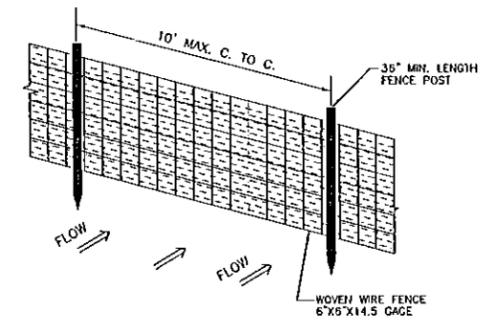
Signature of Applicant

12/12/12

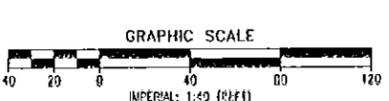
Date

LEGEND:

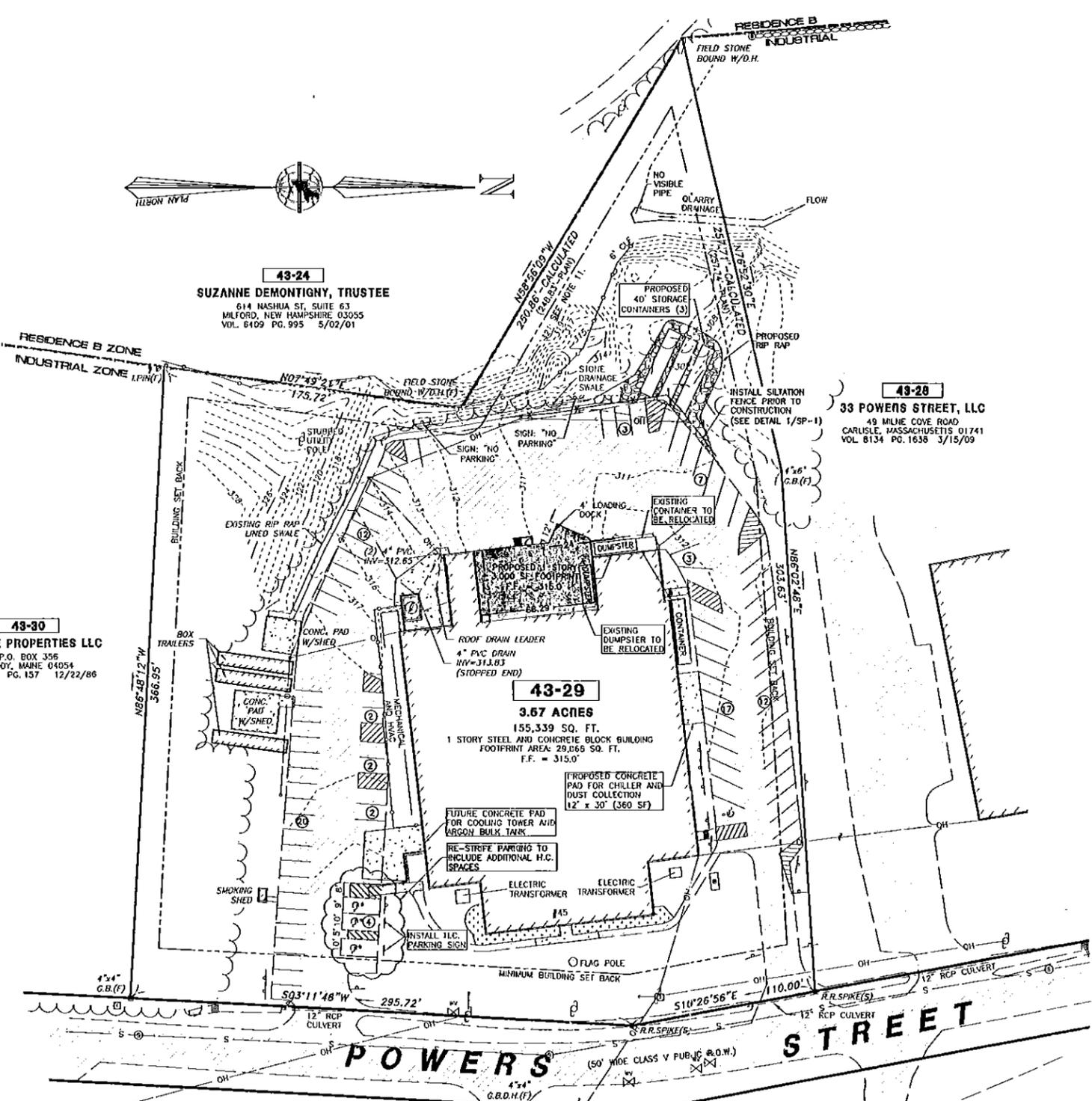
- 10 FT CONTOUR
- 2 FT CONTOUR
- ZONE LINE
- PROPERTY LINE
- ADJUTING LOT LINE
- CHAIN LINK FENCE
- BUILDING SETBACK LINE
- EDGE OF PAVEMENT
- OVERHEAD ELECTRIC
- EXISTING TREE LINE
- RIP RAP SWALE
- LIGHT POLE
- EXIST. GRANITE BOUND FOUND
- 2-23 EXISTING TAX MAP AND LOT NUMBER
- EXISTING PAVEMENT
- EXISTING BUILDING
- SILT FENCE
- PROPOSED BUILDING



SILTATION FENCE
DEC. 22, 1993
SCALE: NONE
1 SP-1



OWNER'S SIGNATURE: *Kevin J. Johnston* DATE: 12-12-12



43-24
SUZANNE DEMONTIGNY, TRUSTEE
614 NASHUA ST, SUITE 63
MILFORD, NEW HAMPSHIRE 03055
VOL. 8109 PG. 995 5/02/01

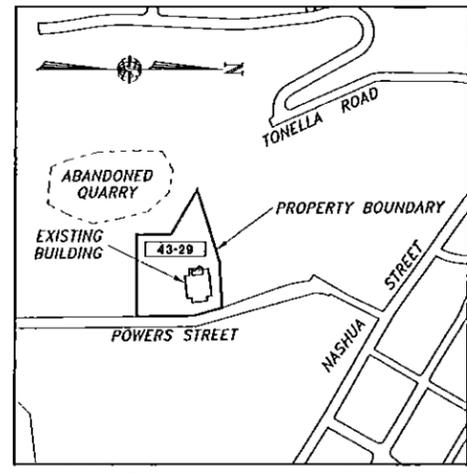
43-28
33 POWERS STREET, LLC
49 MILLE COVE ROAD
CARLISLE, MASSACHUSETTS 01741
VOL. 8134 PG. 1638 3/15/09

43-29
3.57 ACRES
155,339 SQ. FT.
1 STORY STEEL AND CONCRETE BLOCK BUILDING
FOOTPRINT AREA: 29,066 SQ. FT.
F.F. = 315.0'

43-30
SQUARE PROPERTIES LLC
P.O. BOX 356
MOODY, MAINE 04054
VOL. 3856 PG. 157 12/22/86

43-39
SQUARE PROPERTIES LLC
P.O. BOX 356
MOODY, MAINE 04054
VOL. 3856 PG. 157 12/22/86

43-40
F & U PROPERTIES LLC
38 POWERS STREET
MILFORD, NEW HAMPSHIRE 03055
VOL. 5684 PG. 1042 1/09/96



LOCUS MAP NOT TO SCALE

PLAN REFERENCES:

- "PLAN OF LAND - POWERS STREET MILFORD, N.H. - SURVEYED FOR THOMAS W. SUGDEN SCALE 1"=50', DATED APRIL 1973, PREPARED BY W. ROBERT NOLTE & ASSOCIATES, RECORDED WITH HILLSBOROUGH REGISTRY OF DEEDS AS PLAN NO. 6734.
- "SUBDIVISION PLAN OF LAND - POWERS STREET MILFORD, N.H. - SURVEYED FOR THOMAS W. SUGDEN SCALE 1"=50', DATED SEPTEMBER 1975, PREPARED BY W. ROBERT NOLTE & ASSOCIATES, RECORDED WITH HILLSBOROUGH REGISTRY OF DEEDS AS PLAN NO. 6847.
- "SUBDIVISION PLAN OF LAND - POWERS STREET MILFORD, N.H. - SURVEYED FOR THOMAS W. SUGDEN SCALE 1"=50', DATED JULY 1974, RECORDED WITH HILLSBOROUGH REGISTRY OF DEEDS AS PLAN NO. 6578.
- "SUBDIVISION PLAN OF LAND - POWERS STREET MILFORD, N.H. - SURVEYED FOR THOMAS W. SUGDEN SCALE 1"=50', DATED APRIL 1977, RECORDED WITH HILLSBOROUGH REGISTRY OF DEEDS AS PLAN NO. 10132.
- "SUBDIVISION PLAN OF LAND - POWERS STREET MILFORD, N.H. - SURVEYED FOR THOMAS W. SUGDEN SCALE 1"=50', DATED OCTOBER 1977 RECORDED WITH HILLSBOROUGH REGISTRY OF DEEDS AS PLAN NO. 10921

NOTES: EXISTING INFORMATION

- THE OWNER OF RECORD OF TAX MAP 43 LOT 29 IS COORSTEK, INC., 47 POWERS STREET, MILFORD, NH 03055.
- THE STREET ADDRESS FOR PARCEL 43-29 IS 47 POWERS STREET, MILFORD, NH 03055.
- ZONING FOR THE PARCEL IS INDUSTRIAL. MINIMUM REQUIREMENTS:
FRONT YARD SET BACK: 30'
SIDE AND REAR SETBACKS: 15'
MAXIMUM BUILDING HEIGHT: 40'
- LOTS SERVED BY MUNICIPAL WATER AND SEWER HAVE NO REQUIREMENTS FOR MINIMUM LOT AREAS OR FRONTAGE.
- THE SUBJECT PARCEL IS SERVED BY MUNICIPAL WATER AND SEWER.
- POWERS STREET IS AN ACCEPTED PUBLIC WAY AND IS RATED AS A CLASS V ROAD, ACCORDING TO THE TOWN OF MILFORD PUBLIC WORKS DEPART.
- BOUNDARY SHOWN FOR PARCEL 43-29 IS BASED ENTIRELY ON THE REFERENCE PLANS NOTED HEREON. EXISTING LOT AREA IS 3.574 ACRES (155,339.61 SF).
- NO EASEMENTS OR RESTRICTIONS ARE KNOWN TO EXIST AT THIS TIME.
- THE SITE IS LOCATED IN A LEVEL 1 GROUNDWATER PROTECTION AREA.
- THE TOPOGRAPHIC INFORMATION SHOWN IS THE RESULT OF A FIELD SURVEY PERFORMED BY THIS OFFICE IN NOVEMBER 2012.
- THE GEOMETRY OF LOT 43-29 AS DEPICTED ON H.C.R.D. PLAN NO. 10921 CONTAINS A LINEAR ERROR IN EXCESS OF TWO FEET. THE BOUNDARY SHOWN AND LAND BOUNDARY DESCRIPTION SHOWN HEREON REPRESENT A RESOLUTION BASED ON ANALYSIS OF THE REFERENCE PLANS CITED HEREON AND PHYSICAL MONUMENTS LOCATED AT THE TIME OF THE SURVEY.
- REFERENCING FEMA FLOOD INSURANCE RATE MAP NUMBER PANEL 33011C0490D, EFFECTIVE DATE SEPTEMBER 25, 2009, THE PARCEL IS GRAPHICALLY LOCATED WITHIN ZONE X "AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% CHANCE FLOODPLAIN."
- PARCEL 43-29 EXISTING BUILDING COVERAGE IS 29,066 SF OR 18.2%.
- THE EXISTING OPEN SPACE AREA IS 79,378 SF OR 51.1%. THE MINIMUM REQUIRED OPEN SPACE IS 30%.
- THE EXISTING METHOD FOR HANDLING STORM WATER RUNOFF FROM THE SITE IS A SWALE ALONG THE WEST END OF THE PARKING LOT.

NOTES: PROPOSED IMPROVEMENTS

- THE APPLICANT IS COORSTEK, INC., 47 POWERS STREET, MILFORD NH 03055
- THE PURPOSE OF THIS PLAN IS TO SHOW A 3,000 SF, ONE STORY ADDITION TO THE WEST SIDE OF THE BUILDING AND ASSOCIATED ADJUSTMENTS TO SEVERAL EXISTING FEATURES. THESE INCLUDE RELOCATING A STORAGE CONTAINER TO ALLOW FOR THE RELOCATION OF THE DUMPSTER, INSTALLING CONCRETE PADS, AND INSTALLING A RIP RAP PAD TO HOUSE THREE ADDITIONAL STORAGE CONTAINERS.
- PARKING CALCULATIONS:
NUMBER OF SPACES REQUIRED = INDUSTRIAL 1 SPACE/ 600 SF, 32,866 SF/600 = 55, INCLUDING 4 H.C.
NUMBER OF SPACES EXISTING = 89, INCLUDING 2 H.C.
NUMBER OF SPACES PROVIDED = 81, INCLUDING 4 H.C.
- THERE ARE NO NEW LOADING OR SERVICE AREAS PROPOSED.
- THERE ARE NO NEW COVENANTS, OR DEED RESTRICTIONS PROPOSED.
- PROPOSED BUILDING COVERAGE IS 32,866 SF OR 21.2%.
- THE PROPOSED OPEN SPACE AREA IS 77,199 SF OR 50.3%.
- THERE WILL BE NO INCREASE IN STORMWATER RUNOFF. THE PROPOSED BUILDING ADDITION FOOTPRINT REPLACES AN EXISTING PAVED AREA AND THE CONCRETE PADS ONLY TOTAL 470 SF OF NEW IMPERVIOUS SURFACE.

TOWN OF MILFORD RECEIVED
DEC 12 2012
PB ZBA Office

MERIDIAN
ENGINEERS
LAND SURVEYORS
SCIENTISTS
LAND PLANNERS
31 OLD NASHUA ROAD
MILFORD, NEW HAMPSHIRE 03110
P.O. BOX 118
MILFORD, NEW HAMPSHIRE 03055
OFFICE: TEL. 603-672-1441
FAX 603-673-1304
MERIDIANENGINEERS.COM

STATE OF NEW HAMPSHIRE
JOHN A. HEAVISIDES No. 7996
LICENSED PROFESSIONAL ENGINEER
12/12/12

REV.	DATE	DESCRIPTION
1	12/10/12	P.B. SUBMISSION
2	12/17/12	CLIENT REVIEW COMMENTS
3	11/28/12	INITIAL SUBMISSION

EXISTING CONDITIONS
SITE PLAN

TAX MAP 43 LOT 29
MILFORD, NEW HAMPSHIRE
COORSTEK, INC.
NOVEMBER 26, 2012
SCALE: 1" = 40'

SP-1
SHEET
FILE: 237004C.dwg
PROJECT: 237004
SHEET: 10

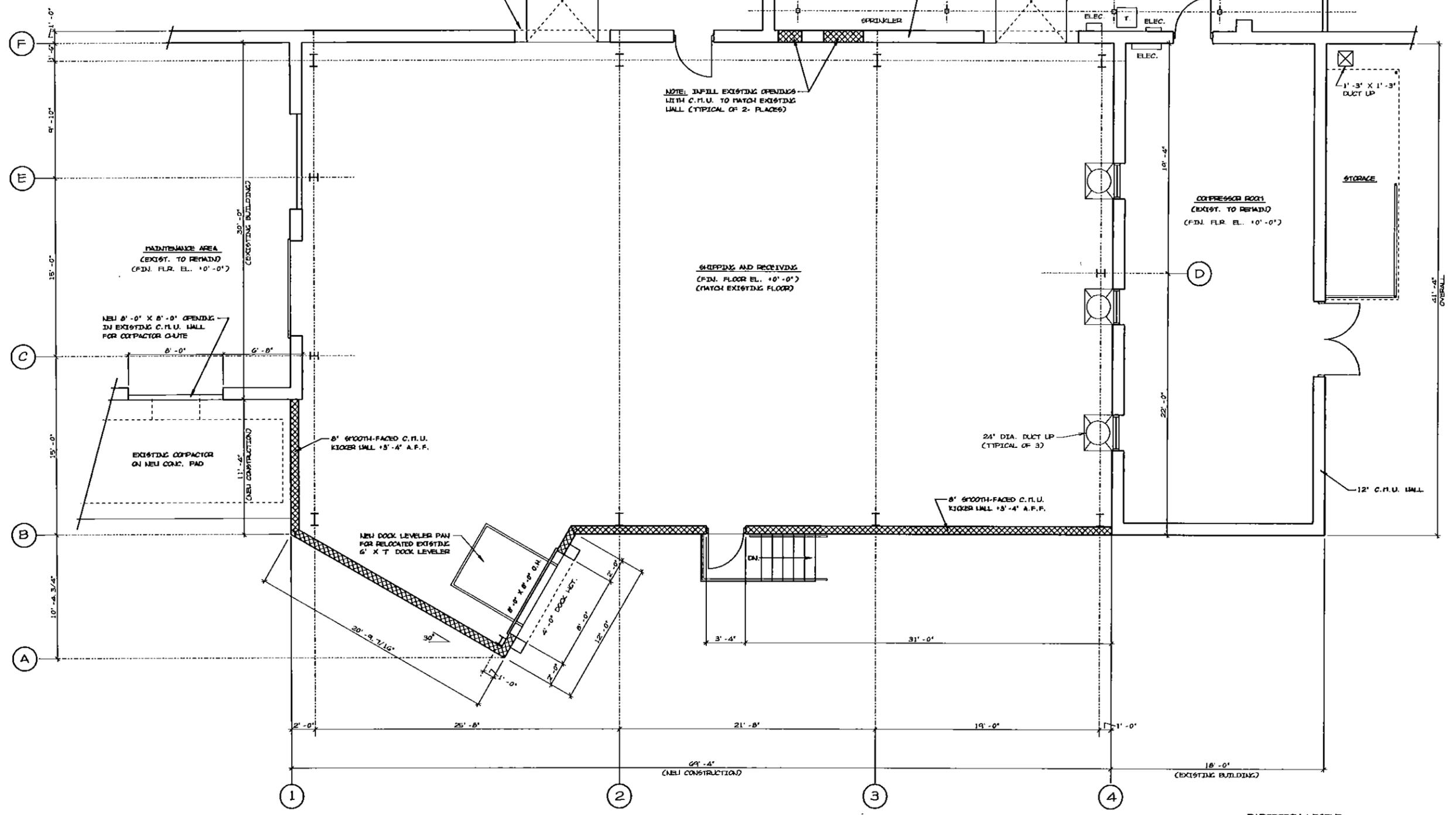
MANUFACTURING AREA
FIN. FLOOR EL. +0'-0" (REF.)
(EXISTING TO REMAIN)

NOTE: REMOVE EXISTING 6' X 7' DOCK LEVELER.
INFILL AREA WITH COMPACTED GRAVEL AND 6"
POURED CONC. FLR. SLAB W/ FIBER MESH.

NOTE: REMOVE EXISTING 6' X 7' DOCK LEVELER.
INFILL AREA WITH COMPACTED GRAVEL AND 6"
POURED CONC. FLR. SLAB W/ FIBER MESH.

NOTE: REMOVE EXISTING O.H. DOOR

NOTE: INFILL EXISTING OPENINGS
WITH C.M.U. TO MATCH EXISTING
WALL (TYPICAL OF 2 PLACES)



CAD ARCHITECTURAL DRAFTING SERVICES
PHONE 603-899-2322
FAX 603-899-2323
22 LORD HILL RD.
RINDGE, N.H. 03461

REV. NO.	DESCRIPTION OF REV.	REV. DATE

PROJECT: PRE-ENGINEERED BUILDING ADDITION
COORS TEK, INC. ADDITION
RIFORD, NH
SUBJECT: FIRST FLOOR PLAN
NEW CONSTRUCTION

JOB NO. 121498
SCALE: AS NOTED
DATE: 12/10/12
DWG. BY: T.J.L.
CHECKED: EREKDET

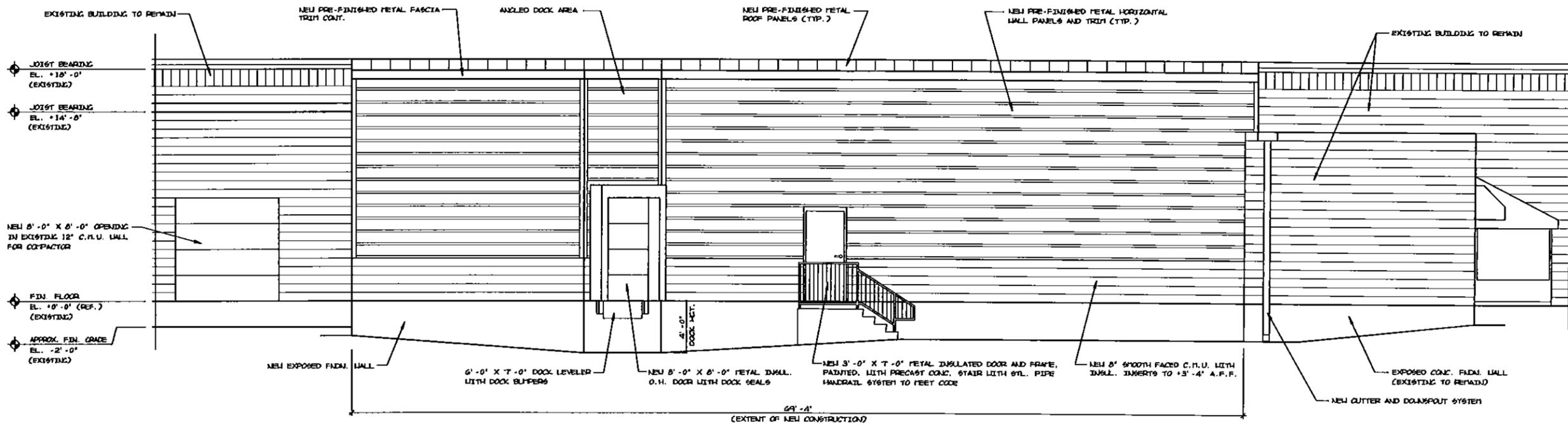
SHEET NO. A-1

FIRST FLOOR PLAN- NEW CONSTRUCTION
SCALE 1/4" = 1'-0"

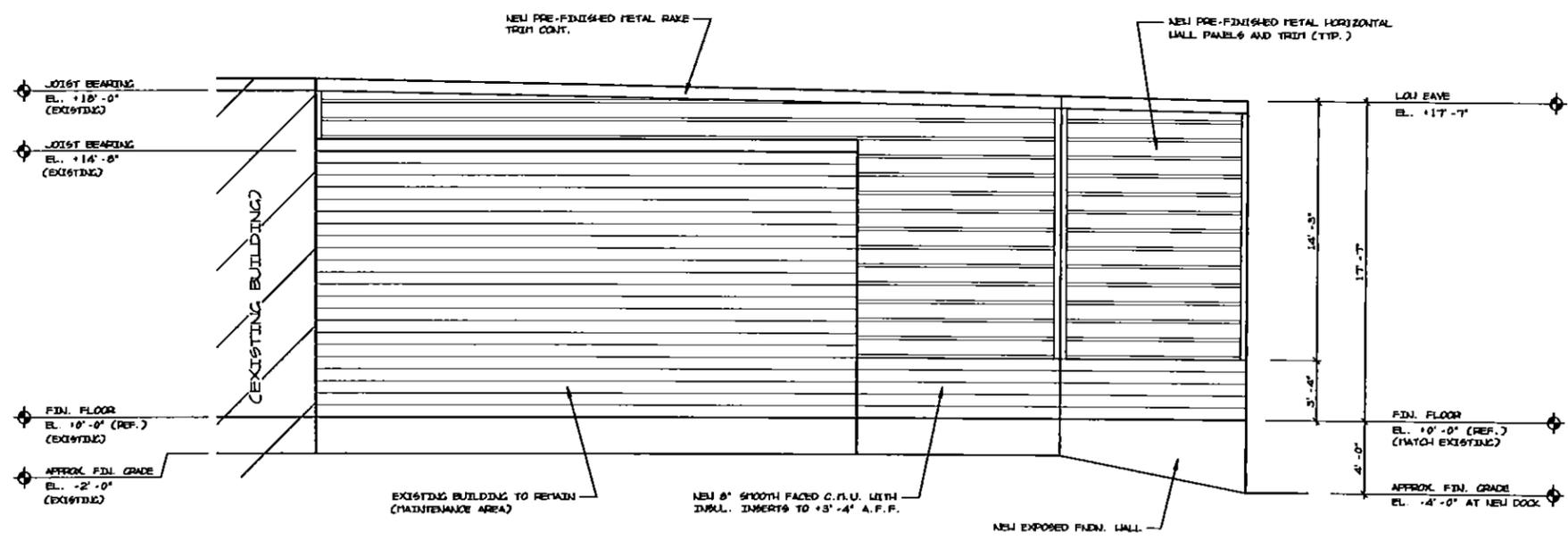
PARTITION LEGEND

 — EXISTING PARTITION TO REMAIN

 — NEW 8' OR 12' C.M.U. WALL



REAR ELEVATION- NEW CONSTRUCTION
SCALE 1/4" = 1'-0"



RIGHT SIDE ELEVATION- NEW CONSTRUCTION
SCALE 1/4" = 1'-0"

CAD ARCHITECTURAL DRAFTING SERVICES

22 LORD HILL RD. PHONE 803-899-2322
RINDGE, N.H. 03461 FAX 803-899-2323

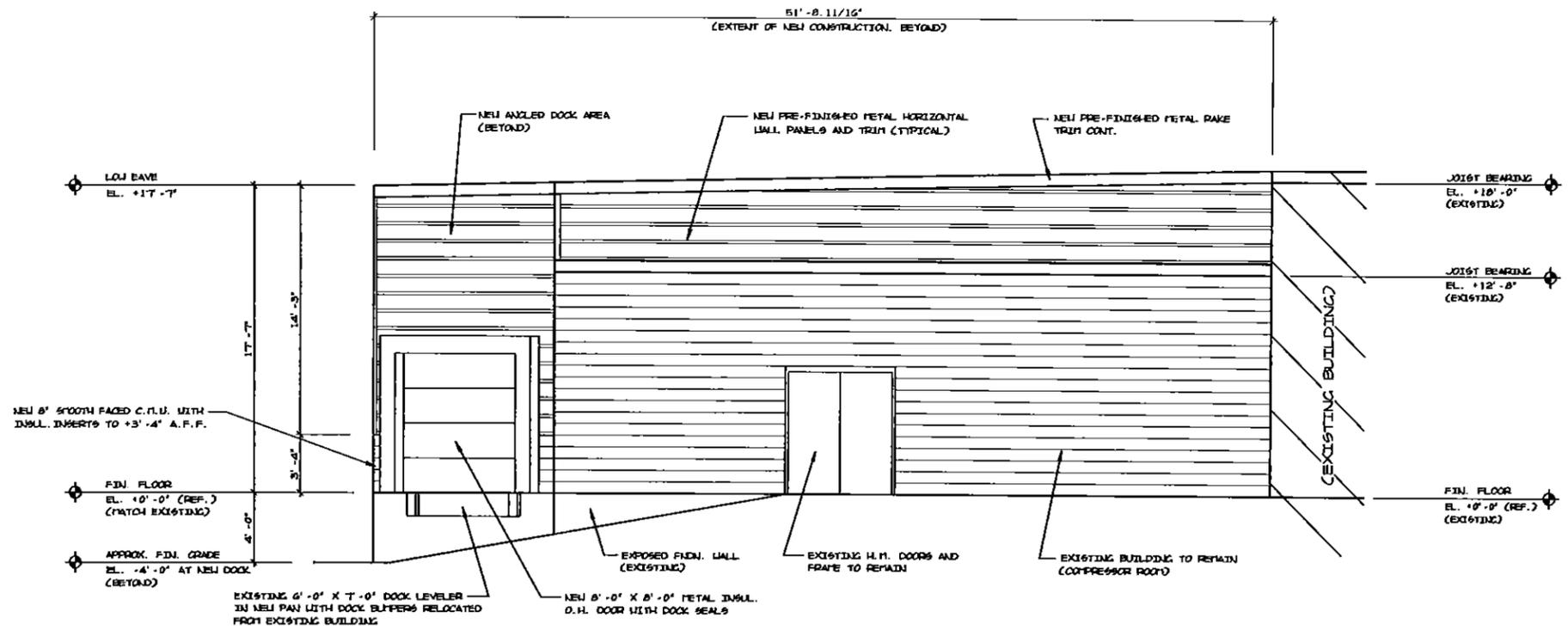
REV. NO.	DESCRIPTION OF REV.	REV. DATE

PROJECT: PRE-ENGINEERED BUILDING ADDITION
COORS TEK, INC. ADDITION
 POLYPOD, NEW HAMPSHIRE

REAR AND RIGHT SIDE ELEVATION

JOB NO. 121898	SCALE: AS NOTED	DATE: 12/10/12	DWG. BY: T.J.L. [CHECKED]
----------------	-----------------	----------------	---------------------------

SHEET NO. **A-2**



LEFT SIDE ELEVATION- NEW CONSTRUCTION
SCALE 1/4" = 1'-0"

CAD ARCHITECTURAL DRAFTING SERVICES

22 LORD HILL RD.
RINDGE, N.H. 03461
PHONE 603-899-2322
FAX 603-899-2323

REV. NO.	DESCRIPTION OF REV.	REV. DATE

PROJECT: PRE-ENGINEERED BUILDING ADDITION
 CLIENT: COORS TEK, INC. ADDITION
 SUBJECT: NEW WAREHOUSE
 LEFT SIDE ELEVATION

JOB NO. 12149B
 SCALE: AS NOTED
 DATE: 12/10/12
 DRN. BY: T.J.L.
 CHECKED:

SHEET NO.
A-3



STAFF MEMO

Planning Board Meeting

January 15, 2013

Agenda Item # 3 Ducal Development, LLC – North River Rd & Mont Vernon St – Map 8, Lot 52;

Public Hearing for design review of a proposed senior housing development consisting of twenty-four (24) independent units

Background:

Ducal Development, LLC was first before the Planning Board in April of 2012 for a discussion on a proposed 24 unit senior housing development. The applicant came before the Planning Board again on October 16th, 2012, as a referral application from the Milford Zoning Board of Adjustment, to discuss concerns the ZBA had with ten (10) development standards as listed in Sections 7.07.4 Minimum Standards for Development and 7.07.7 Other Standards for Development of the Senior Housing Development regulations.

On November 15, 2012, by a vote of three (3) in favor and one (1) opposed, the Milford Zoning Board of Adjustments granted conditional approval to Ducal Development, LLC to construct and operate a Senior Housing Development. The request met all criteria for a special exception with a condition that the density on site is not to exceed 24 units (48 bedrooms) (ZBA Case #2012-28).

Ducal Development, LLC is back before the Board for a first design review meeting for a proposed senior housing development of 24 units (40 bedrooms) located at the intersection of North River Road and Mont Vernon Road. The current conceptual configuration indicates 10 detached units, 3 duplexes, and two 4-plex. The site is served by municipal water and is subject to a sewer extension.

Site Information:

Ducal Development, LLC, of Nashua, New Hampshire is the owner of Map 8 Lot 52, located at the northwesterly corner of the intersection of North River Road and Mont Vernon Road. Both North River Road and Mont Vernon Road are State roadways at this location. North River Road is also a designated Scenic Road along the parcel's frontage. The parcel is zoned Residence "A" and is approximately 4.5 acres in size. The site has been utilized as a single-family residence, and the existing brick home dates back to the 1820s with subsequent additions and remodeling over the years.

Senior Housing Developments are an Acceptable Use by Special Exception in the "A" District. Density is based on a bedrooms/acre calculation, and whether there is both municipal water and sewer. Although the conceptual plan does not indicate unit size or number of bedrooms, if there is both municipal water and sewer Senior Housing Developments are allowed a maximum density of 30 bedrooms/acre.

Please find the attached plan and minutes from the ZBA meeting on November 15, 2012.

Interdepartmental Reviews:

Fire Department- After review of the aforementioned site plan, we cannot offer Fire Department approval based on the following conditions:

1. The site access does not meet the requirements of NH State Fire Code, NFPA 1, Uniform Fire Code 2009 Edition, Chapter 18, Section 18.2.3.4.4 and Exhibit 18.6. The site would require a looped roadway, cul-de-sac, T or Y turn around extending 50' to either side as measured from the edge of the roadway.

**The project engineer and developers have met with the Fire Department to discuss the 50' turnarounds on site. As a result the revised plans demonstrate a proposed fire hydrant at the North River Road access point and bump outs for ladder truck turns.

Environmental Coordinator- The Ducal Development project will require extensive stormwater design and permitting. It appears that they have given some preliminary consideration (infiltration basins) but more design detail will be required. This may be a good candidate for permeable pavement to assist in stormwater management and because it will provide for easier ice control with a reduced reliance on deicing salts.

DPW- N River Road and Rte 13 are state maintained highways so I don't have much to comment on. One thing that I see is to make sure there is an ADA compliant sidewalk ramp on the south side of N.River Road at the proposed crosswalk, and some kind of a sidewalk connecting to the project.

Ambulance- After review of the aforementioned site plan, ambulance provided the following comments:

1. Ensure noted gate on North River Rd. side is installed to prevent 'cut thru' traffic from Rt. 13 or North River Rd. Ensure Emergency Services are provided with a key to any lock.
2. Units should be individually numbered with a sufficiently large enough font and illuminated for easy recognition.
3. Install signs at the two drives with unit numbers identifying the units along those drives.
4. Ensure unit entrances have straight and wide access, including unit doors for patient extrication.

Zoning- My understanding is that the current site plan (received 01/10/13) submitted for the Planning Board's review is preliminary and reflects up to the minute discussions between staff, the engineer, and developer. The overall 'concept' for the development has remained constant during a lengthy process thus far. The current plan incorporates and addresses many of the larger concerns,

discussions, and decisions to this point. Additional detailed engineering will be forthcoming once site design details are worked out in accordance with the Senior Housing criteria (Sec. 7.07) and the Development Regulations.

The Zoning Board granted a special exception for this project as a Senior Housing Development on November 15, 2012, with the condition that density is not to exceed 24 units (48 bedrooms).

Building- No issues yet, will need building plans for further review.

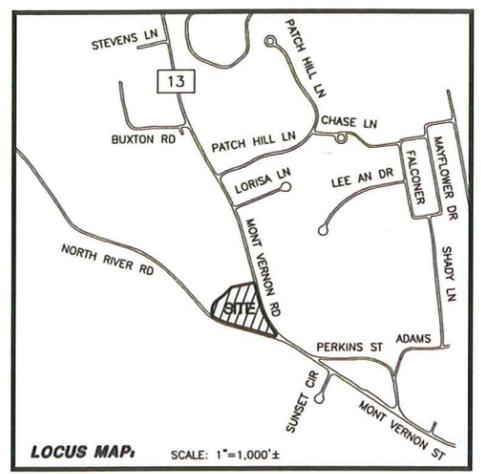
No comments were received as of January 10, 2013 from Police, Water Utilities or Assessing. The Heritage Commission and Conservation Commission's regular meetings were held after staff memos were distributed, if any comments come in, Staff will let the Board know at the meeting.

Staff Recommendations:

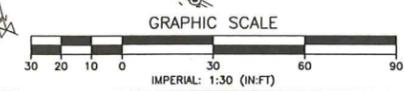
Please note Interdepartmental Reviews were sent out with the originally submitted plan. The applicant has since submitted a revised plan to the office which the Board will be reviewing at the January 15th meeting.

Since this is the first of several possible design review meetings the Board should use this time to work out any concerns regarding site layout and design with the applicant. Additional detailed engineering plans such as drainage, landscaping and utilities will be forthcoming once site design details are worked out in accordance with the Senior Housing criteria (Sec. 7.07) and the Development Regulations. The intent here is to work with the applicant and discuss any site layout concerns the Board may have.





- NOTES: PROPOSED IMPROVEMENTS**
- THE OWNER OF RECORD OF TAX MAP 8 LOT 52 IS DUCAL DEVELOPMENT, LLC, 2 SKY MEADOW ROAD, NASHUA, N.H. 03062. SEE H.C.R.D. VOL. 8397 PAGE 2268 DATED 02/17/2012.
 - THE PURPOSE OF THIS PLAN IS TO DEPICT IMPROVEMENTS FOR A PROPOSED SENIOR HOUSING DEVELOPMENT ON LOT 8-52-1. THE SUBDIVISION OF 5-52 & 8-52-1 IS PENDING AND IS SUBJECT TO A SEWER EXTENSION.
 - TOTAL AREA OF PARCEL BEING SUBDIVIDED IS 199,522 S.F. OR 4.58 ACRES WITH LOT 5-52 CONTAINING 184,522 S.F. (4.24 AC) AND LOT 8-52-1 CONTAINING 15,000 S.F. (0.34 AC.)
 - ZONING FOR THE PROPERTY IS RESIDENCE "A" DISTRICT. MINIMUM LOT SIZE IS 40,000 S.F. WITH 150 FEET OF FRONTAGE. SETBACKS ARE 30 FEET FRONT AND 15 FEET FROM SIDE AND REAR LINES.
 - THE EXISTING TOPOGRAPHIC LOCATIONS SHOWN ARE THE RESULT OF A FIELD SURVEY PERFORMED BY THIS OFFICE IN JANUARY & FEBRUARY, 2012.
 - HORIZONTAL ORIENTATION IS BASED UPON REFERENCE PLAN NO. 1 NOTED HEREON. VERTICAL DATUM IS NGVD 1929.
 - THE PARCEL LIES OUTSIDE OF THE FLOOD HAZARD AREA PER THE HILLSBOROUGH COUNTY F.I.R.M. COMMUNITY PANEL NUMBER 33011C0486D, EFFECTIVE DATE SEPTEMBER 25, 2009.
 - THE LAYOUT SHOWN IS THE RESULT OF DESIGN CONSIDERATIONS PER INPUT FROM: THE TOWN OF MILFORD, ZBA, PLANNING BOARD, COMMUNITY DEVELOPMENT STAFF, TRAFFIC SAFETY COMMITTEE, FIRE DEPARTMENT AND SEWER & WATER COMMISSION AS WELL AS THE NH DOT DISTRICT 5 OFFICE AND NH DES ALTERATION OF TERRAIN DEPARTMENT.
 - PARKING CALCULATIONS:
 1 SPACE PER BEDROOM:
 UNITS 1 - 13 (2 BEDROOMS), NUMBER OF BEDROOMS = 26
 UNITS 14 - 21 (1 BEDROOM), NUMBER OF BEDROOMS = 8
 UNITS 22 - 24 (2 BEDROOMS), NUMBER OF BEDROOMS = 8
 TOTAL NUMBER OF BEDROOMS = 40
 1 ADDITIONAL SPACE FOR EVERY 4 BEDROOMS = 10
 TOTAL NUMBER OF PARKING SPACES REQUIRED = 50
 TOTAL NUMBER OF PARKING SPACES PROVIDED = 50
 EACH UNIT HAS A GARAGE SPACE OR HAS ACCESS TO A DETACHED GARAGE SPACE
 - TOTAL LOT IMPERVIOUS AREA = 65,658 S.F. (33.6%)
 - TOTAL AREA OF CENTRAL GREEN = 15,829 S.F. (8.6%)
 - THE COMMUNITY ROOM SHOWN HAS TWO FLOORS WITH A TOTAL FLOOR AREA OF 1,200 S.F.
 - OPEN SPACE CALCULATIONS:
 13.3. GROSS OPEN SPACE = 118,951 S.F. (64.4%)
 13.4. OPEN SPACE LESS LIMITED COMMON AREA AROUND BUILDINGS = 102,404 S.F. (55.5%)
 13.5. OPEN SPACE LESS LIMITED COMMON AREA AND DRAINAGE = 72,843 S.F. (39.5%)
 - SEE MILFORD ZONING BOARD OF APPROVALS SPECIAL EXCEPTION CASE # 2012-28, GRANTED NOVEMBER 15, 2012.



MERIDIAN
 LAND SURVEYORS
 SCIENTISTS
 LAND PLANNERS

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SENIOR HOUSING
 SITE PLAN
 DECEMBER 17, 2012

DUCAL DEVELOPMENT, LLC.
 MAP 8 LOT 52
 MILFORD, NEW HAMPSHIRE
 SCALE: 1" = 30'

SP-1
 SHEET
 FILE: 101M06B.dwg
 PROJECT: 101.06
 SHEET NO. 1 OF 1