

MILFORD PLANNING BOARD WORK SESSION ~ APPROVED
October 2, 2018 Board of Selectmen's Meeting Room, 6:30 PM

Members Present:

Doug Knott, Chairman
Christopher Beer, Vice Chair
Kevin Federico, BOS rep
Tim Finan, Member
Susan Robinson, Member (arrived 6:40)

Staff:

Lincoln Daley, Comm Dev Director
Darlene Bouffard, Recording Secretary
Amy Concannon, Videographer

Excused:

Paul Amato, Member
Janet Langdell, Member
Jacob LaFontaine, Alternate member
Veeral Bharucha, Alternate member

1. Call to order:

Chairman Knott called the meeting to order at 6:30 p.m. introductions were made of Board members and staff. Prior to beginning the work session, D. Knott asked when someone comes into a meeting late, shouldn't that person sit out for the rest of that case and come to the table to hear the next case? All concurred.

2. Work Session:

a. **Milford Sign Ordinance Zoning Amendments.** Language was added on page 198 to streamline the process; what is required for a sign permit was discussed in order to make it a standardized process for everyone. On page 199, the sign that requires engineering plans are usually not submitted with the site plan; many times sign applications are submitted without any plans or dimensions. Sign plans with an engineering stamp will include all of this. On page 200, a previous process that had been deleted is now being added again, signs should be part of site plan application. This ties it back to the site plan, that way the signs are included into the site plan application. D. Knott asked about a new sign on an old plan. L. Daley said a new site plan would require the sign as part of the site plan. If a new business is replacing a current sign, it is just a sign application. If a sign permit is requested, what is that process? S. Robinson arrived at 6:40 p.m. L. Daley will check on when there is denial of a sign application, but it is typically a 30 day review period. Then there is also an appeal process of 7 days. Page 202 Violations, ties into Code Enforcement. If a sign is a danger to public safety, the code enforcement officer should be able to remove that sign or have DPW remove it. The town has the right to remove a dangerous sign. If a sign is unsafe, a notice will be sent regarding its removal.

For nonconforming signs, either the town will send notice of a nonconforming sign or the official can remove it. Some of these recommended changes have come in from NRPC. Definitions should all be in the definitions section. There are different types of electronic signs, L. Daley's concern is message centers. Scrolling text is considered a message center type of sign.

Sign content is not addressed in the sign ordinance. There are some differences in the Res A and B versus Res R zones. The comments discussed tonight will be incorporated into the next draft of this ordinance. L. Daley will talk to Robin about whether the ZBA has reviewed any of these changes yet. K. Federico does not think anyone that is sick should be coming in for a meeting (Lincoln).

3. Other Business:

L. Daley indicated the lot loading easement for Chase Lane is on the agenda for the Board of Selectman who will be looking for a recommendation from the Planning Board. At the last Planning Board meeting this item was left open and more information was requested from the Wastewater department. L. Daley explained that the owner of the Chase Lane property no longer lives there but at the time the subdivision was done it was thought the two water systems could be connected. L. Daley talked with Kevin Stetson, WWTF Director, and found that on the Chase Lane site the stub cannot be extended and on the other side (Falconer) it cannot be extended. Kevin said that end of town is over capacity and at the other end it would have to cross over someone else's property,

therefore it would be very challenging to extend from either end. K. Stetson feels it is not a good idea to connect and it would create the need for town maintenance. In order to have a private septic and well, the owner would need to use a portion of Chase Lane for the square footage. T. Finan asked how much square footage is needed? L. Daley answered 8000 sf. The easement on Chase Lane is what is required to meet the square footage. This is a very unique situation and should not be repeated.

K. Federico moved to allow the Chase Lane lot line easement as requested. T. Finan seconded. All were in favor. Passed unanimously.

4. Adjournment

The meeting was adjourned at 7:45 p.m. on a motion made by K. Federico and seconded by T. Finan. All were in favor.

Signature of the Chairperson/Vice-Chairman: Date: _____

MINUTES OF THE 10/2/18 WORK SESSION WERE APPROVED ON 10/23/18