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4 **Members Present:**

5 Doug Knott, Chairman
6 Tim Finan, Vice Chairman
7 Pete Basiliere, Member
8 Janet Langdell, Member
9 Elaine Cohen, Alternate Member

4 **Staff:**

Jason Cleghorn, Town Planner
Darlene Bouffard, Recording Secretary

10
11 **Excused:**

12 Susan Robinson, Member
13 Paul Amato, Member
14 Dave Freel, Selectmen's Rep

15
16 This meeting was conducted pursuant to the State of New Hampshire Emergency Order #12 pursuant to
17 Executive Order 2020-04. As such, the meeting was conducted in person and on zoom.

- 18
19 **1. Call to order:** Chairman Knott called the meeting to order at 6:30 p.m. indicating that tonight is for
20 review of one application and review of two proposed zoning amendments. D. Knott asked that E. Cohen
21 vote in the absence of P. Amato tonight.

22
23 **2. Public Hearing:**

- 24
25 a. **Case SP2021-23 Jeremy Bradler/Justin Benson** (owner/applicant) Minor Site Plan
26 review for a change of use for a private gathering space. The parcel, Map 25, Lot 44 is
27 located at 263 Union Square #2 in the Commercial "C" zoning district.

28
29 T. Finan moved to accept the application for review. P. Basiliere seconded. All were in
30 favor. Motion passed. J. Langdell moved no potential regional impact. E. Cohen
31 seconded. All were in favor. Motion passed. J. Cleghorn read the abutters list. There
32 were no abutters present or on Zoom.

33
34 Justin Benson, presenting the application, said he is looking to have a gathering space for
35 business owners 4-5 times per year and otherwise it will be fairly quiet. This is a space
36 that is not currently available for business owners. This will be a private club for
37 business owners to meet, without meeting at a noisy bar. It is a place to get together and
38 feel welcome. He would like to get to a place where there is enough revenue to hold
39 fundraisers for charitable groups. D. Knott asked if this will be used only 4-5 times per
40 year? J. Benson said that is when it will be filled to capacity; he has spoken to the
41 Milford Fire Chief who has said capacity would be 60 people maximum. Mr. Benson
42 said he would like to hold fundraisers a few times per year to collect for anonymous
43 charities. J. Benson has a barber shop next door and he helps where he can.

44
45 J. Benson continued to explain this is a private club with memberships, and will only sell
46 the memberships. The space will not be used for anything other than the members and
47 how it is used will vary. There is no retail being proposed. J. Langdell read the
48 Executive Summary and asked if this is being created as a non-profit. J. Benson said yes,
49 in a few months, members will meet as a Board and move forward to do the non-profit
50 paperwork. There will be no food made on site. J. Benson would like local users to
51 become members, it is a place members can go to relax. J. Benson hopes they can do
52 good things. P. Basiliere asked if the concept fits within the town ordinance? Can food
53 or alcohol be brought in? J. Benson said they might bring either in, but will not serve
54 either. He has looked into what is required to serve alcohol and found they would need to

55 be in business for one year, but that is unclear, and they would need to apply for a liquor
56 license. The Liquor Commission is involved in that. J. Benson said the LLC was filed
57 for one year ago and the non-profit has not been established yet. J. Langdell suggested
58 asking about insurance for alcohol and being a non-profit. J. Langdell asked about the
59 Fire Consultant report in the packet, has the Milford Fire Department been involved at
60 all? J. Benson said the Fire Department has been involved and will not require sprinklers
61 based on the gathering space square footage. The Fire Chief and Fire Marshall have met
62 with Justin Benson and determined that the space is smaller than the consultant originally
63 measured.

64
65 P. Basiliere asked about the Triangle Fire Consultant report regarding food and alcohol.
66 J. Cleghorn stated the two choices for fire rating are A2 rating and A3 rating, both the
67 Fire Chief and Fire Marshal inspected the space and the measurements they took were
68 what determined the A3 designation. Ken Flaherty, Milford Fire Chief, told J. Cleghorn
69 that as long as they get a liquor license, alcohol would be allowed. D. Knott said in
70 reading the staff report, he asked if all items on the staff report have been done and J.
71 Benson said they are all done or are in the process of being done except for the ramp,
72 which goes out back and was talked about and needs to be figured out in the Building
73 Permit process. J. Benson said the rear exit goes into the parking lot; but there is already
74 a ramp in the front of the building. D. Knott said the ramp is a Building Permit issue, not
75 a Planning Board issue. J. Langdell stated the ramp is an ADA requirement for having
76 two means of egress. E. Cohen asked if the windows are being left the way they are and
77 will there be a sign? J. Benson said there is no plan to have any sign, it is being talked
78 about for members to use the windows to advertise their own businesses. J. Langdell said
79 it might be a good way to advertise some of the local non-profits. J. Benson is just trying
80 to create the space and have a Board of Directors to make those decisions.

81
82 P. Basiliere said he is still not clear about the Triangle Fire Consultant report. J.
83 Cleghorn has clarity on the consultant report since the Fire Marshall and Fire Chief is
84 satisfied. According to them, this qualifies as an A3 rating because of the size. P.
85 Basiliere said if the staff and fire experts say it qualifies as an A3, then that is it. J.
86 Cleghorn said this has been discussed with the Milford Fire Department for months. J.
87 Langdell said for the next Planning Board Work Session, could the International Building
88 Code be brought for the information regarding the A2 and A3 fire ratings? D. Knott
89 asked that it be sent via email to Board members.

90
91 D. Knott opened the hearing to the public for comments or questions. There were no
92 questions or comments from the public. D. Knott closed the public portion of the
93 meeting. J. Langdell asked about parking in the back of the building, are there designated
94 spaces? J. Benson said the lot directly behind the building has spaces that he can use. J.
95 Langdell thought there were spaces of reserved parking for this building.

96
97 J. Langdell moved to approve this Minor Site Plan SP2021-23 conditioned on any
98 additional State or Town licenses that may need to occur. E. Cohen seconded. All were
99 in favor, with P. Basiliere abstaining. Motion passed 4/0/1.

- 100
101 b. **Zoning Amendments. Amend Article III – Zoning Map, Section 3.01.0 Districts to**
102 **change the designated zoning from Integrated Commercial-Industrial (ICI) to**
103 **Residential “B” for the properties identified as Milford Tax Map 11, Lots 13, 14, 15,**
104 **16, 17, 18, 19, 20, 21, and 22.** J. Cleghorn explained on November 30, 2021, the
105 Planning Board voted to Post and Publish to Warrant Article, the staff sent certified

106 letters to each of the property owners involved; all pertinent information was sent and
107 there were no inquiries on it. This is the First Public Hearing of the required two public
108 hearings. On January 4, the other two proposed zoning amendments will have their first
109 public hearing and then all four of the proposed zoning amendments will have their
110 second public hearings on January 18. J. Cleghorn stated there was one owner at the first
111 meeting that had some questions, but he has since not had any more questions. J.
112 Langdell thinks the topical language of the changes can be softened a little, it could be
113 presented to voters in a more community-friendly manner. J. Langdell feels it is a little
114 off-putting as written. P. Basiliere does not like the term “less intense” and suggested
115 using “the properties are more suitably zoned as Residence B consistent with the existing
116 abutter uses in the surrounding neighborhoods.” D. Knott opened the meeting to the
117 public. There were no comments. D. Knott closed the public hearing. J. Langdell
118 moved to modify the topical description as described. E. Cohen seconded. All were in
119 favor. Motion passed. The second public hearing will be held on January 18, 2022.

- 120
121 c. **Amend Article IV, Definitions and Article V, 5.04.1 Acceptable Uses and add new**
122 **section Article V, Section 5.04.8 Estate Lots to Include an Estate Lot as a permitted**
123 **use on a lot ten (10) acres or more in the Residential “R” Zoning District.** It was
124 suggested to make the same community-friendly change to the topical description. D.
125 Knott opened the meeting to the public. There were no comments. D. Knott closed the
126 public hearing. J. Langdell moved to modify the topical description as described. E.
127 Cohen seconded. All were in favor. Motion passed. The second public hearing will be
128 held on January 18, 2022.

129
130 **3. Other Business:**

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132 **4. Meeting Minutes:** November 2, 2021, November 16, 2021

133 J. Langdell moved to approve the minutes of November 2, 2021 and November 16, 2021 as
134 presented. T. Finan seconded. All were in favor.

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136 **5. Upcoming Meetings:**

137 1/4/22 – Regular Work Session / Public Hearing

138 1/18/22 – Regular Public Meeting and Public Hearing

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140 **6. Adjournment.** The meeting was adjourned at 7:30 p.m. on a motion made by P. Basiliere and seconded
141 by T. Finan. All were in favor. Motion passed unanimously.

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145 _____ Date: _____
146 Signature of the Chairperson/Vice-Chairperson:
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