

Town of Milton
424 White Mtn Highway
Milton NH, 03851



Planning Board
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Meeting Minutes
March 20, 2018
Emma Ramsey Center
6:30 PM

Members in Attendance: Brian Boyers, Lynette McDougall, Peter Hayward, Larry Brown, Matthew Morrill, Ryan Thibeault Ex. Officio, Bob Graham Alt.

Public Attendance:

Brian Boyers called the meeting to order at 6:30pm

Public Comment: No Comment.

Election of Officers: P. Hayward nominates B. Boyers for Chairman, L. Brown seconds the motion all in favor, motion carried.

B. Boyers nominates P. Hayward for Vice-Chairman, L. Brown seconds the motion all in favor, motion carried. Brian Boyers will be the Chairman and Peter Hayward will be the Vice-Chairman.

Adoption of By-Laws: L. Brown motions to approve the By-Laws, R. Thibeault seconds the motion all in favor, by-laws adopted for 2018.

D. Crossley brought up that the Town Planner sent out rules of procedure for the boards review, B. Woodruff added that the board can make decision at a later date in regards to that document.

Continue: Site Plan Regulation Analysis & Revision: B. Woodruff at the last PB meeting the board consensus was the start fresh and not band aid the existing Site Plan Review Regulations, because there were going to be so many changes to the current document, what is before the board tonight a draft made up about 70% from the Office of Strategic Initiatives template with some other changes, mostly from places like Moultonborough, Freedom, Temple, and some from the original site plan regulations because they are Milton centric, addressed that the board should go through the regulations page by page.

Highlighted: Certificate of Use and Occupancy- gives the final piece for developers that everything is built correctly, Site Plan Application and Review Procedure- reduces the grey area for developers if they need to come before the board, Application Requirements- standards from the model regulation, Amendment of Approval- how to do that for when a developer wants to do that, Statue of Regulations, Vesting- by substantial development, Fee Schedule- that it will be in the Land Use office, Site Plan Requirements, Access Management (table inserted that shows driveway per lot, spacing between driveways, was not in the Site Plan Regulations previously this is new, added in because it is in the State suggested model, this is step one in preparing a

memorandum of agreement with DOT for what they need to do for curb cuts on State Roads and that the Town does what they need to do, to allow a conversation with DOT/District 6, has previously done this with other towns and it has been beneficial) Page 6 #3- this is not tailored for Milton yet suggested the board takes a closer look to what the Zoning Ordinance does say and how to tailor this to Milton can pin the incentive to the required Green Space, (L. Brown asked in terms of OSD does the board have certain controls over the number of driveways, B. Woodruff replied he would not say that because this is site regulations not subdivision but could be added to subdivision regulations) Traffic Impact Analysis-what the board would want to see in regards to traffic numbers when a memo is acceptable or a full analysis is required, Design Standards and Required Improvements Checklist- much more comprehensive than what was previously in the regulations, Parking Regulation Table- applicants can ask for waivers from any of those regulations, Landscaping section- more complete than previous adds building design and layout which was missing prior asked the board to review it closely to see if they want it waivers can be granted it does allow for buildings in the village center to fit the town and still look like Milton advised to go over with a fine tooth comb, Internet Access Design and Layout, Documentation- covenants, rights of way, condominium documents, etc. to be reviewed by the Town Attorney, Waiver- spells out when the board should grant waivers and how best to, Site Inspection- new, Procedure for Applications Requiring the Zoning Board of Adjustment Action- updated that applicants do not have to go to ZBA first can go to PB first, Final Approval, General Definitions- uses land use definitions of words pointed out that it is lifted from the model regulations provided by the State, Design & Construction Standards- vehicle circulation standards new, development flow on a site, traffic design that now calls out the Green Book, Conservation scenic features new, multi-modal transportation new, G is no different than how the board had followed prior but gives the applicant the information in writing, parking standards advised the board to look at and consider paring down some of the parking standards are more urban than Milton, Landscape standards-more filled out than what was in the regulations prior, Buffering- comes from the Milton Site Plan regulations because the State model does not address buffering, Shoreland Protection- some of this could go since the Town does have current Shoreland ordinance and follows the State RSA's board should take a closer look, Water Resource Standards- important in consideration of Stormwater protection, erosion control, drainage design some might be too much for the Town and can be closer reviewed, Utilities Standards- comes from the current site plan regulations, Miscellaneous Standards- comes from the model ordinance, Solid Waste Storage- model ordinance, Snow Storage Provisions and the Commercial Signage Provisions comes from the current site plan regulations.

Board Comments: P. Hayward addressed the extension approvals, the two and one for time frame, but to forbid any further extension beyond seems excessive. D. Crossley noted that current Site Plan Regulations does only allow one year. B. Woodruff noted that this makes it less strict and there is no law that says the applicant cannot come back with the same application, board should consider if any regulations have changed. P. Hayward noted that there could be a reason to not go through the process again, to make the applicant come year after year to present a full plan does not seem to make sense provided nothing changes, feels the board should be more flexible. B. Woodruff found in the current regulations conditional approvals allow for 6 months to complete the conditions if not completed can ask for a 6 month extension and then becomes null and void.

L. Brown finds it to be clear standard what is not to like. B. Woodruff added that the board can add that there can be a third request with sufficient justification, but the applicant does not lose the right to come back before the board with an application. B. Graham questioned the purpose of have a limit. Board continued further discussion of extension of approvals. Continued discussion till next meeting.

Town Planner Comments: No further comments.

Approval of Minutes: March 6, 2018 P. Hayward motions to approve, L. Brown seconds the motion all in favor (L. McDougall and M. Morrill abstained)

Other Business: D. Crossley will have the paper work for B. Graham's renewal of his alternate position for the next meeting, the Planning and Zoning Conference is coming up in April and will send out the information again if the newly elected members would be interested in attending, informed them that the board does have training allowance in the budget.

L. Brown asked a question in regards to special exceptions and variances to the Town Planner.

L. Brown motions to adjourn, P. Hayward seconds the motion all in favor meeting adjourned at 7:13pm.

Respectfully submitted,

Dana Crossley
Land Use Clerk