

Wilmington Planning Commission

Meeting Minutes

Monday March 9, 2020 at 4 p.m.

Open Meeting

In attendance: Cheryl LaFlamme, Tom Consolino, Meg Staloff, Angela Yakovleff
Mike Tuller, Zoning Administrator

Visitors: none

Reorganization of Board – elect Chair, Vice Chair and Clerk

Mike opened the meeting at 4:08pm. He asked for nominations for board positions.

Tom nominated Cheryl as chair.

Angela seconded.

No discussion.

In favor: Cheryl, Meg, Tom, Angela

Opposed: none

Abstain: none

Cheryl nominated Meg for Vice-Chair.

Angela seconded.

No discussion.

In favor: Cheryl, Meg, Tom, Angela

Opposed: none

Abstain: none

Meg nominated Angela as Clerk.

Cheryl seconded.

Discussion: none

In favor: Cheryl, Meg, Tom, Angela

Opposed: none

Abstain: none

Possible Additions to the Agenda

Tom made a proposal.

He spent time on several Committees on Windham Regional Board.

These had statements of goals and purpose, and objectives.

He would like to see the Planning Commission work on developing goals and objectives, and defining our purpose. He would like to accomplish this before next year's Town Meeting. Cheryl likes this idea. She would like to see more involvement from Windham Regional. She noted they used to send representatives to attend our meetings. She will invite John Bennett to our next meeting on March 23, 2020.

Because we did not complete the report on zoning ordinances changes at our last meeting, the Public Hearing will be postponed.

Public Comment

None

Approve Minutes from February 24, 2020

Tom made a motion to accept the minutes of February 24, 2020 meeting.

Meg seconded.

In favor: Cheryl, Tom, Meg, Angela

Opposed: none

Abstain: none

Continue discussion on ZO Section 822L

Meg did some research on the sign ordinance in our present zoning plan. She noted the wording of various sections that address signage. The Board reviewed these and discussed her suggestions for possible changes.

She thinks we should give some guidance to the zoning administrator and applicant. We could eliminate 822L, require a permit with restrictions, rewrite to more clearly define (i.e. wording, alignment with definition.)

Change "Window Displays" to "Window Signs."

If we take it out then all signs would need to be permitted according to 833.

Cheryl asked why Meg recused herself from this matter when we voted at the last meeting.

Meg doesn't want to be seen as garnering favor on one business or another in her work with Wilmington Works.

Cheryl thinks the percentage in 822L needs to be removed from the ordinance. She thinks we should just say, "Window signs are not required to get a permit." Signs up prior to the ordinance change could be grandfathered.

Angela asked Mike if this would make his job more difficult.

He thinks it would look like selective enforcement.

Suggestion: 1. 823K could read – "Window Signs-Any number of signs displayed in, or affixed upon windows"

2. All window signs are exempt.

3. Delete 833L. Add to 823K-**Window signs**. All window signs as defined in Article X are exempt.

Discussion: Suggestion 3 is most succinct. Appendix 3 needs to be changed to Article X. Delete 822L. Create 823K.

Old Business

Cheryl recommended that meeting dates be set for the second and fourth Mondays at 4:00 PM.

All are in agreement.

Mike thinks we should address blight. There are some buildings in town that are not following the zoning ordinance. These can be cited. You don't have to address this from the inside. Focus can be targeted to specific areas. Blight is referenced in the Goals of the Town Plan under Economic Development, Goal 8, Policy 3, Action 8.3.4.

Meg suggested we all read over the Town Plan and see what we should address this year.

Cheryl reviewed Mike's reports. She wondered why some things are repeated from prior month. He is still addressing these actions.

Cheryl questioned what is happening with the Sitzmark. Mike said it is ongoing.

Next Meeting – March 23, 2020 4:00 PM

Public Hearing on Zoning Ordinance changes

Cheryl will write the report on zoning ordinance changes to be approved on the March 23, 2020 meeting. It has to go to the Select Board, abutters, WRC, and State Department of Housing and Community affairs before the hearing. This must be done 15 days prior to the hearing date. We will try to set the date for April 13.

Adjournment

Meg made a motion to adjourn at 5:19 PM.

Tom seconded.

In favor: Cheryl, Tom, Meg, Angela

Opposed: none

Abstain: none

Respectfully submitted,
Angela Yakovleff, scribe