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**Planning Board Meeting Minutes  
Thursday, January 11<sup>th</sup>, 2018 at 7:00 p.m.  
Bristol Town Office**

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*Committee Members present: Andrea Cox, Robert Cushing, Patricia Jennings, Benjamin Pendleton, Jason Lord (Alternate) and Andrew Poland (Alternate)*

*Absent: Jeff Eilenberg*

*Also present: Joseph Rose and Jessica Westhaver*

*Public: None*

**The meeting was called to order at 7:00 p.m. by Andrea Cox, Chairperson.**

**New Business –**

- Joseph Rose, CEO, presented a Shoreland Zoning Application for Martin – Map 004 Lot 133 (59 Lupine Road) – Shoreline Stabilization; Rip Rap Construction. Rose stated all State permits have been approved.
- VOTE: (Benjamin Pendleton obtained himself from final vote) Cox made a motion to approve the Shoreline Stabilization; Cushing seconded; the board voted unanimously to approve the application.

**Old Business –**

- Sign Ordinance Suggestions for presentation to the Selectmen
  - Rose spoke with Town Council on setting up a time frame for existing signs to be removed in accordance to the current Sign Ordinance proposal. Council reviewed and stated it was allowable to have such a limitation.
  - The Board reviewed the Sign Ordinance survey that was presented to the public. It was noted that 69.3% of the 88 surveys submitted are against digital illuminated signs. A majority of the comments submitted speak to character of the Town, and safety and ability to read such signs.
  - Sign Ordinance can be placed in within the Land Use Standards Ordinance to cover the entire Town, including the Shoreland Zones. Shoreland Zoning Ordinance will default to the more restrictive ordinance.
  - Board agrees to have the ordinance state the following:
    - Existing signs are allowed to stay in place until they need to be replaced or no longer than 5 years from the ordinance date.
    - No scrolling or flashing
    - Set a time limit of when existing signs would be allowed to turn on and when they are required to turn off every day
    - Screens cannot change more than every 10 minutes

- Shoreland Zoning Ordinance:
  - The board reviewed the changes made to the SZO to indicate all zones covered in regards to signs.
  - Cox request Westhaver to review all old minutes to see if there were other edits discussed for the SZO.
  - The board all agreed the current state of the amendments pending there are no other amendments needed which may be found through prior to minutes.
- Rose discussed a conversation with Colin Clark regarding Shoreland Zoning 20% lot coverage in regards to properties that have a street in between the shore and the property. The question posed was the requirement of the 20% lot coverage limitation when there is adequate drainage through a street design. Clark was going to discuss with others in his department. Rose shared this with the board for informational purposes only and no action is currently needed.

Meeting adjourned at 8:00 PM. The next meeting tentatively scheduled for Thursday, January 18<sup>th</sup>, 2018 if agenda items are presented.

Respectfully submitted,  
Jessica Westhaver  
Staff Liaison

PLANNING BOARD APPROVED: \_\_\_\_\_