

Town of Randolph

Planning Board Minutes

January 5, 2017

Members Present: Arlene Eisenberg, Roberta Arbree, John Scarinza, Robert Ross and John Turner

Public Present: None

Call to order: The meeting was called to order at 7:02 by Chairman Scarinza

Minutes of December 1, 2016 – On a motion from Arlene with a second from Robert, all members voted to approve the minutes as presented.

Work Session:

Driveway Regulations – The board reviewed the driveway regulations with the suggested addition from the Board's attorney which supports the 750' driveway length limit (attached).

Signs – The board reviewed the proposed changes to the sign ordinance (attached).

New Business: Roberta would like the board to look at establishing Steep Slope and Ridgeline Protection Ordinances. She reviewed regulations from OEM. Current soil regulations limit what grade percentage can be built, however, lots on Durand Road can exceed a 25% grade. The board will not have time to have these changes ready for this year's warrant, the board agreed to review them for potential changes next year.

Adjournment: On a motion from John Turner with a second from Robert Ross, the board adjourned at 7:40s.

Respectfully submitted,



Michelle M. Lutz

January 9, 2017

Driveways

3.07 DRIVEWAY: A private access way serving one or two dwellings or lots, except in the case of an open space development, which may have up to four dwellings served by one driveway.

5.00 **DRIVEWAYS:** Under the authority conferred upon it by RSA 236:13 (V) the Randolph Planning Board adopts the following requirements:

- a) Driveways shall not exceed 750 feet in length. The spirit, intent and general purpose of this requirement is to assure the availability of emergency services, including fire protection, to the property to be served by the driveway, and, generally to limit and prevent development which would be located at greater distances from maintained highways, in order to preserve public safety and the rural character and appearance of the Town, and to prevent undue increases in the costs of providing town services.
- b) There shall not be more than two driveways on any one lot.
- c) The location of the connection between a driveway and a public street or road shall be selected in order to provide the greatest degree of safety to the traveling public and in order to provide an all season safe sight distance of 299 feet in either direction to a driver entering a public street or road from a point ten feet outside the shoulder of such public street or road, and if that sight distance cannot be obtained, the location selected shall be that which the Planning Board, or the Board of Selectmen in the exercise of its delegated authority under Article XI, determine to be the safest.
- d) All driveways should connect to a public street or road at, or as close as possible to, a 90 degree angle with the center line of the street or road.
- e) All driveways that connect to a public street or road in locations that have or require a side drainage ditch, shall have a culvert of a size, length and guage specified by the Town Road Agent. Inlet and Outlet ditches shall be required as needed for good drainage.
- f) No portion of a driveway shall exceed 12% in slope.
- g) At a distance of six feet from the shoulder of the public street or road to which it abuts, a driveway shall be a minimum of six inches lower than the shoulder grade and, at a distance of 20 feet from the shoulder, no more than 18 inches higher than the shoulder grade.
- h) Driveways that abut a paved public street or road shall be constructed with paved aprons which are as wide as the driveway and at least 5 feet in depth (and deeper, if considered necessary by the Selectmen) as measured perpendicularly from the edge

of the street or road pavement. The paved apron shall be constructed in such a way as to protect the edge of the street or road pavement from deterioration.

- i) The owners of property to which a driveway is appurtenant shall have continuing responsibility for preserving the all season safe sight distance from the junction of a driveway with a public street or road for keeping hedges, fences, stone walls or other installations within, or at the boundary of, the public right of way from obstructing the view of a driver entering the public street or road. The Planning Board, or the Selectmen in exercise of its delegated authority under Article XI, may issue orders to property owners to enforce this requirement.

11.03 DRIVEWAY PERMITS: Pursuant to the authority conferred upon it by RSA 236:13 (V) the Planning Board hereby delegated the responsibility for enforcing the driveway regulations contained in this Ordinance to the Randolph Board of Selectmen.

- A) A driveway permit shall be obtained from the Selectmen before construction or substantial alteration of any driveway or private street is begun, unless the street or road to which the driveway connects is a state highway, in which case submission of a written permit issued by the state commissioner of transportation under RSA Chapter 236 shall constitute full compliance with the requirement of this section.
- B) Driveway permits shall be subject to the relevant provisions of Article V (Area Regulations) and to other applicable state and local requirements.
- C) An application for a driveway permit shall:
 - 1) Describe the location of the driveway or private road, its proposed connection to a street and measures to be taken to protect the safety of the traveling public,
 - 2) Describe any drainage structures needed to protect streets or abutting properties
 - 3) Establish grades that adequately protect and promote the drainage and winter snow plowing of the street and that permit a safe and controlled approach to the street in all seasons of the year; and
 - 4) Include any other terms and specifications which the Selectmen may consider necessary for the safety of the traveling public
- D) The Selectmen may require the town road agent to review the application for a driveway permit and to inspect the site and make recommendations. They may also require the town road agent to inspect the site during construction.

Signs

3.31 **PURPOSE:** Provide standards for size and treatment of signs to protect against detrimental visual impact, provide a focus on transportation safety and maintain the rural character and scenic beauty of the community as reflected in the Master Plan.

3.32 **SIGN:** Any placard, billboard, poster or other structure which is visible from a public street and is erected for the purpose of conveying a message by means of words or graphic symbols, and the word "signs" includes advertising signs and temporary signs, as defined in Section 6.02.

3.33 **SPECIAL EXCEPTION.** A use of a building or lot which may be permitted under this Ordinance only upon formal application to the Board of Adjustment, and subject to the approval of that Board, when such use would not be detrimental to the public health, safety, and general welfare and only in cases where the words "Special Exception" in this Ordinance pertain.

6.02 SIGNS AND OUTDOOR LIGHTING.

A. All signs, except temporary signs and signs covered by subsection G, below, shall require a permit from the Board of Selectmen, issued in accordance with section 11.03.

B. The word "sign" shall have the meaning ascribed to it in Article III, while an "advertising sign" is a sign erected, for the purpose of publicizing a product or a service or of inviting, attracting or directing customers to a commercial establishment; and a "temporary sign," is a sign which is displayed in connection with a specific event and which will cease to be relevant after such event occurs or is completed.

C. The area of a sign shall consist of the area of one side of such sign, including the surface containing a message plus any framing or molding and any air space contained within it, but excluding the supporting structure.

D. All uses other than those referred to in subsection H shall be allowed three advertising signs, one of which may be freestanding.

E. All signs, except temporary signs, shall be constructed of durable materials and shall be maintained in good condition and repair at all times.

F. Signs may be attached to buildings or be free-standing; but may not exceed 16 square feet in area and may not extend above the roof line of any building to which they are attached or, if free-standing, shall not be more than 15 feet in height; provided, however, that any sign erected to advertise a business which directly abuts Route 2 may have one of the permitted signs exceed 16 square feet in area, but shall not exceed 24 square feet.

G. Signs may not be on a vehicle or trailer located for the purpose of advertising a business on-site. Signs shall not interfere with the line of sight for street traffic nor with the passage of

bicyclists or pedestrians, and shall be located outside of a road right-of-way or at least 15 feet from the near edge of the paved or graveled surface of such road, whichever distance is the greater.

H. Signs on and indicating the existence of private property, including but not limited to those forbidding, regulating or guiding trespassing and hunting, and informational and directional signs relating to hiking trails and other recreational activities, are permitted, but shall be no larger than 2 square feet in area.

I. Advertising signs are not permitted unless they advertise a business located in the Town of Randolph and unless they are located on the premises where the business is carried on except as provided in subsection K below.

J. Existing residential uses and home occupations continued in accordance with section 4.01, residential uses allowed as of right under Section 4.02(A) and home occupations permitted as special exceptions under Section 6.01 are allowed one advertising sign, not to exceed five square feet in area which contains the name and nature of the business carried on within.

K. The selectmen may authorize or establish multi-sign poles at street or road intersections, shall adopt uniform standards for the signs to be attached thereto, and may allow any business located in Randolph to attach a single panel to each such pole for the purpose of directing the public to the premises where such business is being carried on; and such panels shall be allowed in addition to any other advertising signs permitted under this Section.

L. Temporary signs, including real estate signs, construction signs and banners, shall conform to these regulations, and shall be removed by the person or organization responsible for putting them up within 7 days after the occurrence or completion of the event to which they relate; if not so removed such signs may be confiscated by the selectmen and the cost thereof recovered from the responsible party. Political signs are considered to be temporary signs and shall be treated in conformity with this section, except to the extent that state regulations provide otherwise.

M. External lighting on premises is permitted but shall be restricted to the minimum necessary to ensure safety and security or provide information, and shall not adversely affect adjoining property owners or the community.

N. Lighting of roads, driveways, parking lots, pedestrian ways or other facilities used by occupants or the public shall be directed downwards and shall be designed to avoid interference with the night vision of persons using public streets.

O. Lighting of signs for nighttime informational purposes is permitted but such signs shall be lighted by continuous, uninterrupted illumination only and shall be so designed that the light is not visible outside the premises.

P. Flashing lights, internally illuminated, moving or mechanical objects or signs, and electronic signs are not permitted for advertising or other purposes, except as used or authorized by public authorities to warn of danger and except for temporary decorations put up in

connection with holidays, religious practices or other special occasions which do not adversely affect adjoining property owners or the community and which are removed within a reasonable time after the occasion to which they relate.

Q. Outdoor lighting, used for the illumination of a sign, shall not be installed in such a manner that the beam shines upward into the night sky.

R. The Randolph Site Plan Review Regulations may contain or authorize allowances with regard to specific uses governed by those Regulations which are inconsistent with the provisions of this Section; and those allowances shall prevail only to the extent of such inconsistency.

11.04 SIGN PERMITS

A. A permit from the Selectmen shall be obtained from the Selectmen before the erection or display of any sign requiring such permit under Section 6.02 (A).

B. The application for a sign permit shall describe the size of the proposed sign, the material of which it is to be made, whether it is to be attached to a structure or free-standing, its height above the ground and the height of the roof line of any building to which it is to be attached.

C. The application shall describe the location of the proposed sign in relation to the right-of-way of any adjacent street or road and demonstrate that it would not interfere with the line of sight for street traffic or the passage of pedestrians or bicyclists.

D. Applications for the installation of advertising signs shall describe the size of the proposed sign, the business being advertised and whether the permit is requested for an existing use permitted as of right under Section 4.01 or 4.02(A), the proposed location of the sign and the message to be displayed.

E. If the sign is to be lighted, the application shall include a description of the method of illumination, the hours during which lights will be on and the location of the light or lights in relation to any nearby public thoroughfare and any adjacent residential properties.