



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

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Planning Board Subcommittee Design Review Regulations 2/1/16 Approved Meeting Minutes

In attendance: Kristi St. Laurent, Dave Demers, Dan Guttman, Paul Gosselin

Absent: Brenda Behling

Staff: Laura Scott, Community Development Director

Meeting started at 4:10pm

Laura explained the purpose of the Subcommittee – draft proposed amendments to the Site Plan Regulations and Design Review Regulations to incorporate Market Square Overlay Ordinance.

There is time set aside on the 2/17 and 3/2 Planning Board agendas for workshops with the Board. These proposed amendments are scheduled for a public hearing on 3/16 after Town Meeting. If the Market Square Ordinance does not pass, the hearing will not happen.

Laura will make the minor edits to the site plan regulations and send to the Subcommittee for the next meeting. Easy to identify edits in the Design Regulations will also be done.

The major item that needs to be worked on in the Design Regulations is regarding signage. The group discussed what should be proposed and the following was agreed upon.

Wall Signs will be 60 sqft per tenant with 40sqft max located at the primary entrance to the tenant space and 20sqft max at a secondary entrance or other wall location.

Landmark Signage will be allowed fronting on I-93 with size TBD. Another landmark sign will be allowed at the main entrance to the development and can be 10' high and 60sqft in size.

Directional signs will be allowed but they need to be indicated on the site plan and Planning Board is to approve them as part of the application process. Logos and business names will be allowed and they can be no larger than 3sqft in size.

Paul asked if each building should have a freestanding sign. David felt that would be too much signage. Kristi said that the applicant can ask for a waiver to allow it and then it is up to the Board to decide if it makes sense.

Laura will make the edits for signage and send out to the group for the next meeting.

Dan agreed to look at the requirements for structured parking to see if any changes should be made.

Next meeting to be scheduled 2/15. Laura will reach out to Brenda to check her availability and confirm the time with the group.

Dan made a motion to adjourn and David 2nd the motion. 4-0 to adjourn 5:10pm

Submitted by Laura Scott