



Planning Board Meeting
Monday, September 22, 2008
Council Chambers, City Hall at 7:00 pm

Meeting Minutes
Approved 10/13/08

Meeting Called to order by Planning Board Chair Alan Grigsby at 7:00 pm

Mr. Grigsby wanted to notify everyone that the Master Plan Committee will hold a meeting on September 30, 2008 at the Visitor's Center

I. Roll Call

Present: Deborah Cutts, Paul LaCasse, Alan Grigsby, Adam Burke, Erwin Caplan

Absent: Richard Wahrlich, Peter Guillette, Lori Richardson, Brian Rapp

City Staff: Eric Giles, City Planner; Katrina Spaulding, Administrative Assistant

II. Review of Minutes

- Monday August 25, 2008 public meeting minutes

Motion to: Approve the August 25, 2008 meeting minutes as amended.

Made by: Mr. Lacasse

Second by: Mr. Burke

Vote: Unanimous

III. Continuation

- **(PL2008-00016) Dale Decato, 104 Elm Street, Claremont, NH** - Applicant desires Site Plan approval to convert an existing 1296 sqft warehouse space into a retail flooring showroom located at 104 Elm Street. Tax Map 107; Lot 290; Zone R-2.

Mr. Giles states that this was a continued application. The Board wanted more details regarding the parking and signage. Mr. Giles showed a power point demonstrating snow storage and parking. The signage will be set 6 feet back from the property line and 6 feet high. It will be 15 square feet and meets all zoning requirements. Eric says this is sufficient to satisfy his recommendations. Mr. Grigsby asked if there will be any change to the curb cut. Mr. Giles said there is no change in the curb cut. Mr. Grigsby asked about the landscaping and if there were any provisions. Mr. Giles said there are none. Mr. Grigsby asked about the surface and Mr. Giles said he thought the applicant wanted it to be blue stone. Mr. Grigsby said the site is pretty tight for fitting the parking that he is suggesting. The minimum driveway area is 18 feet according to Mr. Giles. Mr. Burke asked if there was one curb cut and Mr. Giles said there would be one curb cut but two ways to enter and exit the parking lot. Mr. Giles said Mr. Decato will need a driveway permit to verify the qualifications of the driveway. Mr. Grigsby said the entrance to the site is in a slightly deteriorated condition right now. Mr. LaCasse wanted to know where the trash would be placed. Mr. Decato said there wouldn't be much trash and it would be taken off site as acquired and therefore a dumpster was not needed. Mr. Decato said there is no lighting on the building. There isn't any proposed lighting; it is just a showroom during daylight hours.

Ms. Cutts asked if this was in the historic district. And Mr. Giles said it is not.

Motion to: Accept the plan as complete

Made by: Mr. Burke

Second: Ms. Cutts

Vote: Unanimous

Open Public Hearing

Abutters - None present

Public Hearing Closed

Mr. Grigsby asked to discuss the three issues open for discussion: Landscaping, paving, and lighting. He suggested a Site Specific condition of adding a light to the front of the building to illuminate the ramp, be put into place. Mr. Grigsby feels the parking should be changed from five spaces to six. It is felt the landscaping around the property could be designed to shield the abutting property. Another condition (#9) could be added requiring some planting of flowers around the store sign. Mr. Grigsby suggested that the driveway be paved without curb stops. Jiffy Mart is paved and it would be more uniform if the area was contiguous. This can be added as Condition #10, paving the parking area. If the application would be approved it would be with the standard conditions and 10 site specific conditions. The sign will not exceed 16 square feet however the applicant only wants a 15 square foot sign.

SITE SPECIFIC CONDITIONS -

1. The applicant shall reconstruct the driveway access, including all design, paving and landscaping facilities according to the standards of the City of Claremont Public Works Department and Fire Department.
2. The applicant shall clearly delineate five (5) angled 9x19 off-street parking spaces including ADA compliant spaces along the property's eastern border. For angle parking, the length of parking spaces shall be increased as specified by the City of Claremont Public Works Department. The applicant may satisfy this condition by entering into a shared parking agreement with the adjacent eastern property owner. **The shared parking agreement shall be approved by the Planning Board at a subsequent hearing and recorded with the Sullivan County Registry of Deeds.** – Deleted from original conditions.
3. The applicant shall shield all lighting so as to not intrude onto adjacent properties and away from streets.
4. No sign, or related outdoor fixture, shall be so placed as to focus light directly into the eyes of any occupant of any vehicle.
5. No sign, or related outdoor fixture shall be so placed as to focus light into any window of any residence.
6. Signs may be illuminated during any hours in which the establishment is opened.
7. The applicant shall have only one affixed or hanging sign not exceeding fifteen (15) square feet in area identifying the business.

Motion to: Approve the application for site approval with the standard conditions and 10 site specific conditions.

Made by: Ms. Cutts

Second: Mr. Burke

Vote: Unanimous

IV. New Business

- **(PL2008-00020) ML120-72 LLC, Kevin Lacasse, PO Box 823, New Hampton, NH** – Applicant desires Site Plan approval for 9,859 sq ft. on upper two levels to be renovated into high end living space, located at 51 Pleasant Street, Claremont. Tax Map 120; Lot 72; Zone B- 1.

Mr. Paul LaCasse wanted it to be known there is no relationship between the applicant and himself and there is no conflict of interest. There will be 13 residential units on the 2nd and 3rd

story of the building. The applicant is requesting that the facility be served by 20 parking spaces. This would work out to roughly one parking space per bedroom. The surrounding land use is B-1 commercial. Under the review and findings the application is complete as submitted and meets all the goals and objectives of the Master Plan and future land uses map. Under zoning compliance the minimum number of parking is 2 spaces per dwelling unit or 1 ½ spaces per bedroom. Under the calculations it turns out the site needs 26 parking spaces to comply with the ordinance. There are a total of 20 spaces available with one handicapped space. Following the site plan review criteria for the adequacy and safety of the parking, the parking is the only issue with the application.

The Site Plan as proposed does show the building purchased by the applicant to show 10 more parking spaces and proposing to convert one space for ADA compliance. There will be a dumpster located beside this parking space. Mr. Grigsby asked if the dumpster would be screened. Mr. Giles said it will not. The additional parking spaces are behind the building recently purchased and there will be four spaces stacked in two rows for a total of eight with an additional two to the west. He wants to insert an additional space. He has 32 feet and needs 36 feet to create an additional parking space. This would only allow for 18 of the proposed 20 parking spaces Mr. Giles said. Mr. LaCasse asked about the parking for the second building Mr. LaCasse purchased. Where would the needed space for the commercial retail parking spaces come from. Mr. Giles said this would be a different time of the day for usage and the retailers would have on street parking. Mr. Paul Lacasse asked if the applicant would have to go before the zoning board for the residential usage of the building. Mr. Giles stated this is a special use residential permit there is no need to go before the zoning board.

There is another location for a parking space in the back of the second building on school Street but it would be blocking an egress exit. According to Mr. Giles, all criteria for review has been met other than the traffic circulation and parking.

Ms. Cutts said this will be 13 units one of which does not meet the minimum requirements. It was later confirmed that the units are all in compliance with the minimum requirements. There are 26 parking spaces needed and realistically there will be only 18 available. Ms. Cutts doesn't think there would be any place for emergency vehicles to pass through. The official access according to Mr. Giles is the entrance from Pleasant St. The Fire Chief said this would fit the emergency services vehicles. Ms. Cutts asked about the other dwelling sizes in the building now. The first floor is commercial. The second and third floors were at one time used as residential and office space.

Mr. Grigsby said at this time there are two levels of concerns. One is the parking for downtown and whether or not the plan works for the building.

Mr. Burke asked if there was alternative overnight parking. Mr. Giles said the applicant would have to share leased spaces with the City, which is not an option, or Rite Aid would need to allow for some overnight parking. Mr. Grigsby said Rite Aid is not very receptive to this idea.

Mr. Caplan mentioned that school street has some parking that is available.

Motion to: Accept the plan as complete

Made by: Ms. Cutts

Second: Mr. Lacasse

Vote: Unanimous

Mr. Kevin LaCasse said his units provide workforce housing and he will be adding ten one bedroom units and three two bedroom units. He believes all the units meet the minimum size requirements. There is large lobby below that opens all the way up to the roof. The building

will be entirely upgraded to meet all code requirements. There will be an elevator, and sprinklers. Mr. Lacasse said he knew parking was going to be an issue. He looked at asking for a variance and then he looked to leasing spaces from the city. He tried securing parking spaces from various retailers and he didn't have any luck. He wanted to try and turn the lower level into parking spaces however he didn't think it would work and ruin the aesthetics of the building. He decided to purchase the abutting property and utilize the extra space for more parking. The Latchis only had 10 parking spaces and this purchase allowed for Mr. LaCasse to double the parking options. This gave 1.25 parking spaces per bedroom. Although it is under the required, Mr. LaCasse feels this is manageable. The current development of the Mill district will require more housing and he believes his project will allow for more options for new Claremont residents.

Mr. Paul LaCasse asked about the parking behind School Street and having the parking double stacked. Mr. LaCasse said those spaces would be designated together for a single living unit. The shuffling would remain among the living units.

Abutters Roll Call: None present

Open Public Hearing

Nick Koloski, downtown property owner, wanted to ask a few questions. He wanted to know if this was truly going to be high end housing. He wants to know if the parking situation would be a problem and mentioned this currently is a problem with merchants and parking at the present time. The Cities of Portsmouth and Concord address the parking garage situation. He is concerned with stacking parking spaces and was hoping for an alternative solution.

Mr. John Detore owns a business next door to the Latchis theater building. He wants to promote more housing but does see a problem with parking. He knows regardless of the intentions, people will park in the public parking and this will limit the spaces for the retail businesses. Perhaps some signage would help to indicate where there is public parking.

Close Public Hearing

Mr. Grigsby is concerned with the long term objective and this needs a comprehensive approach. The neighbors to Mr. Lacasse are not interested in renting additional parking spaces to the property owner. Mr. Grigsby said there should be rental of City parking spots during the evening hours, or odd, even parking. Mr. Grigsby said something should be done for the future parking issues.

Ms. Cutts asked if there were any creative ideas from the City standpoint to increase the parking options. What are the options for Mr. LaCasse to pursue. Ms. Cutts believes there may not be an interest in the area to rent with the constraints already in place of having parking problems. She is concerned about stuffing that many cars in the limited space available.

Mr. Grigsby said there is the option to continue the application to allow for a site visit and to seek out other options with the City of Claremont for alternative options for parking.

Mr. Burke is downtown every day in his business and the parking is discouraging. Mr. LaCasse said he wouldn't mind investigating the options but there could be leased lots to the other owners of the downtown buildings.

Ms. Cutts asked did the property owner approach Rite Aid she feels the lot is underused and maybe they would respond to contact from the City of Claremont.

Mr. LaCasse asked what Mr. Giles could tell the board about the 10 spaces the City owns. Mr. Giles feels this would be showing other property owners that are landowners on Pleasant Street unfair selection. Mr. Giles agrees with the board that there needs to be an efficient use of the spaces however there hasn't been a reasonable solution. The relationship according to Mr. Grigsby would be between the City and the Tenant not the property owner.

Mr. Grigsby wants to know what the arrangement was between the City of Claremont and the previous tenant at Tattras on Sullivan Street when the business was downtown.

Motion to: Continue to the next Planning Board meeting until October 13th for clarification on the parking options.

Made by: Ms. Cutts **Second by:** Mr. Caplan **Vote:** Unanimous

V. Reports from Boards and Commissions

VI. Correspondence

- Report from Eric Giles regarding: Special Use Permit for Residential Uses for (PL2008-00020) ML120-72 LLC, The Latchis Theater Building, 51 Pleasant Street, Tax Map 120; Lot72; Zone B-1
- NHDES – Alteration of Terrain Permit WPS-8210 approved with conditions for MacLeay Prentiss Properties, LLC, Tax Map 165, Lot 16, Zone B-2, Claremont

VII. Other

- Fall Planning and Zoning Conference – Saturday October 25th at The Mountain Club on Loon Lake (Please return to Katrina by September 26th), The City of Claremont will pay Registration Fees.

Mr. Andrew Austin wanted to comment that cars are going to become smaller in size and people are going to start minimizing the number of vehicles families are keeping. He feels the future will lend itself to these aspects.

VIII. Adjournment

Motion to: Adjourn

Made by: Mr. Burke **Second:** Mr. LaCasse **Vote:** Unanimous

Meeting Adjourned at: 8:00 PM

Respectfully Submitted,

Katrina Spaulding
Administrative Assistant