



Planning Board Meeting
Monday November 13, 2006, 7:00 p.m.
City Council Chambers, City Hall, Claremont, NH

Meeting Minutes

Meeting Called to order by Chair Anita Engel at 7:00 pm

Roll Call

Present: Fred Kuriger, Mayor Scott Pope, Ralph Swift, Anita Engel, Alan Grigsby, Lori Richardson, Russell Fowler, Erwin Caplan, Peter Guillette, Richard Warhlich,
City Staff: Gerald Coogan, City Planner, Michelle Aiken, Boards and Commissions Coordinator
Absent: Chhouen Prach

I. Minutes of October 23, 2006 Meeting

Motion to: Minutes of October 23, 2006 Meeting approved
Made by: Mr. Swift **Second:** Mr. Fowler **Vote:** Unanimous

Grigsby & Richardson abstained from voting on minutes as they did not attend the last meeting.

II. Old Business

- **Michael Lemieux & Fred Gregoire, 519 Jarvis Hill Road, Claremont, N.H. —** Applicants desire Major Subdivision approval for existing 14.70 acre lot on Case **Hill Road, Claremont, NH 03743**. Proposed Lot 1 to contain 1.13 acres. Proposed Lot 2 to contain 1.89 acres. Proposed Lot 3 to contain 1.45 acres. Proposed Lot 4 to contain 3.50 acres. Proposed Lot 5 to contain 3.68 acres. Proposed Lot 6 to contain 5.00 acres. Map 159, Lot 46; Zoning District: RR.
- **Letter from Erin Darrow requesting a continuance to the November 27, 2006 meeting**

Mr. Coogan advised that the application is not complete and the applicant requested a continuation.

Mr. Grigsby suggested a motion to continue application to the next meeting on November 27, 2006. Mr. Swift advised that he felt it would be better to provide more time and suggested a continuation of the application to December 11, 2006.

Motion: to continue the application until the December 11, 2006 meeting
Made by: Mr. Swift **Second:** Ms. Richardson **Vote:** 7-1

Mr. Kuriger – Aye
Mayor Pope – Aye
Mr. Swift – Aye

Chair Engel - Aye
Mr. Grigsby – Nay
Ms. Richardson – Aye
Mr. Fowler – Aye
Mr. Caplan - Aye

III. New Business

- **City of Claremont, 14 North Street, Claremont, NH 03743** - Applicant desires Minor Subdivision from 50.2 acre lot for approval of a new 10,985 SF lot for a Booster Pump Station. Tax Map 142, Lot 2, Zone R1. Owner of record is Claremont Country Club.

Mr. Coogan advised that this is a minor subdivision and meets all the subdivision regulations and zoning requirements.

Motion to: Accept the plan as complete

Made by: Mr. Grigsby **Second:** Mr. Fowler **Vote:** Unanimous

Bruce Temple the Director of Public Works advised that under the City's Capital Improvement Program (CIP) an important component is improvements to the City's system. At present, the City has a water tank in the Bible Hill area. This comes off of a booster station at the bottom of Bible Hill. Currently the City is in the process of designing a new booster station which is located near the maintenance facility for the Claremont Country Club. The City will purchase the property from the Claremont Country Club. The building is being designed and will be approximately 14-16 feet wide and 20-24 feet long. The determination will be made once the final design is put together. The building will be architecturally pleasing. The City expects to have the project out to bid March/April time frame and should be under construction in mid summer.

Mr. Grigsby asked if there would be anything else besides this building on this lot. Mr. Temple advised that there will not be. Mr. Grigsby asked if there will any parking. Mr. Temple advised that the City is using the access in front of the building and there will be a small turn around for maintenance trucks. Mr. Temple advised that there is one common access used by the Water Department and the Country Club. Mr. Temple advised that the booster station is used to pump water up into the tank. The old station needs to be replaced.

Mr. Grigsby asked if there is a way to access this tank from this site. Mr. Temple advised that there is an entrance to the tank on the Ledgewood development and that will remain as it is. Mr. Temple advised the old tank will be disassembled.

Mr. Fowler asked if there will be any shrubbery, etc. Mr. Temple advised that there will be some screening; the City will leave the existing tree line with some shrubbery.

Open public hearing

Closed public hearing

Motion: Move to approve application

Made by: Mr. Grigsby **Second:** Mr. Fowler **Vote:** Unanimous

IV. Other Business:

o Masterplan Advisory Committee introduction

Mayor Pope advised that invitations for the Master Plan Advisory Committee were mailed. Of the nine initial contacts, he received 8 positive and 1 negative response. More invitations to a broader spectrum of the community will be sent out.

The Following are some of the members who have accepted:

Mr. Fred Kuriger – on behalf of Valley Regional Hospital

Mr. Greg Stowell – As a business in the Industrial Park

John DeTore – Small Business owner - Boy Kid Hobbies

Tracy Pope – Past history dealing with Master Plans and representing the ZBA

Jaqueline Guillette – Superintendent of Schools

Steve Wood – Conservation Commission

Mayor Pope advised that he is looking for a member from the Planning Board and City Council. He is also waiting to hear from the Chamber of Commerce and is looking for two citizen representatives.

Mayor Pope asked members of the Planning Board if any would like to serve on the committee.

There is a handout from Charlie French, the Key Master Plan Steering Committee Tasks. They need a group to help plan the forum. The oversight of the committee is by the Planning board.

Mr. Coogan advised that the Planning Board needs a group like the Master Plan Committee (MPAC) consisting of 8 to 10 people to help with the forum. The handout advises that food encourages attendance. Eight people on the MPAC could encourage 5 or 6 people each to attend the forum for a turnout of say between 50 to 100 people. Mr. French's role will be to help plan the forums, structure it and train facilitators. They would have small groups of 8 to 10 persons to discuss different topics. The attendees could break out into transportation, economic development groups or sub areas, such as downtown, Washington St, the industrials zone, etc. The committee will determine the best approach to organize the public forum. It could be a Friday night and maybe Saturday morning there would be a breakout session between 9 and 12.

Once the ideas are out they would have a report, which could help lead to a survey or provide the basis for the Vision Statement. Mr. French advised that it takes about 2 to 3 months to plan for a forum. His role is to help with public participation, forums and the survey. It is very important to get the community involved and it should be broad based.

Mr. Coogan advised that each community member wears a different hat and each brings their special information and a unique background. Mr. Coogan advised that Mr. French is willing to meet with them although we have to have an agenda.

Ms. Pope asked if Mr. Coogan was suggesting that we should meet once before they meet with Mr. French to identify questions. Mr. Coogan advised it would be good to have an organizational meeting with questions they would like to ask Mr. French.

The Master Plan is not a legal document; it is an advisory piece of information for future policies of the City.

Mr. Pope requested 7 copies of the 1991 Master Plan and the Economic Development Amendment. Mayor Pope also advised that there is a CD and VHS tape available of the last meeting where Mr. French presented.

V. Report from Boards and Commissions

Ms. Richardson advised that the Historic District Commission has an application to demolish St. Mary's convent and that meeting has been continued to November 20, 2006.

VI. Communications:

- **Upper Valley Lake Sunapee Regional Planning Commission – Fiscal Year 08 Funding Request and Annual Report for 2006**

Mr. Coogan advised that this is a summary of their work program for the year. He also wanted to mention that they are working on some traffic studies and a proposed truck route.

Chair Engel asked if in the budget process the Planning and Development office identifies how Claremont has been affected by their work. Mr. Coogan advised that this is their report; UVLSRPC has been of some benefit. The RPC prepared a Comprehensive Economic Development Strategy (CEDS), which makes the area eligible for the federal EDA funding. They are working on the transportation issues, some of which is a direct benefit and some is an in-direct benefit. Chair Engel advised that she was not questioning the value of the UVLSRPC.

- **DES** – Letter from Melanie Wheeler, Re: Follow up site visit, Recycling Services, Inc
- **DES** - Letter to Steven Cohen from Melanie Wheeler, Re: Site Visit to Advanced Recycling

Mr. Coogan advised that there was a complaint about an oil spill near wetlands. Apparently with the transfer of ownership, the shredder which shreds the autos will not be used and the oil problem should not exist.

- **Email Communication, Re: Quiznos No Left Turn Sign**

Mr. Coogan advised that the site plan requires a no left hand sign and the owner agreed to install one.

Mr. Grigsby asked about the construction of the storage facility. There is supposed to be drainage pipe through the middle of the site. Mr. Coogan advised that the abutter of the property called and expressed concern because for many years she has been receiving drainage from the abutting property. Mr. Randy Rhoades from M&W Soils and the new owner provided a new plan to change the drainage in order to provide a better flow; the abutter seems to be happy with it. At the last meeting, the Board received a letter from M and W Soils and an updated site plan. Mr. Grigsby advised that there appeared to be a lot of water around this site this weekend. Mr. Coogan advised that the area has a lot of wetlands.

Chair Engel asked if there was a time table for the new business that is proposed for the front of Home Depot. Mr. Coogan advised that the business, Tedechi Food Stores, will be coming to the planning board in the next few months. There are two additional lots for development.

VII. Adjournment

Motion to: Adjourn

Made by: Mr. Grigsby

Second: Mr. Swift

Vote: Unanimous

Meeting Adjourned at: 7:47 pm

Respectfully Submitted,

Michelle Aiken

Boards and Commissions Coordinator