



**Planning Board Meeting**  
Monday November 27, 2006, 7:00 p.m.  
City Council Chambers, City Hall, Claremont, NH

**Meeting Minutes**

**Meeting Called to order by Chair Anita Engel at 7:01 pm**

**Roll Call**

**Present:** Fred Kuriger, Mayor Scott Pope, Ralph Swift, Anita Engel, Alan Grigsby, Lori Richardson, Russell Fowler, Erwin Caplan, Peter Guillette, Richard Wahrlich

**City Staff:** Gerald Coogan, City Planner, Michelle Aiken, Boards and Commissions Coordinator

**Absent:** Chhouen Prach

**I. Minutes of November 13, 2006 Meeting**

**Motion to:** Minutes of November 13, 2006 Meeting approved as amended

**Made by:** Mr. Grigsby      **Second:** Ms. Richardson      **Vote:** Unanimous

**II. New Business**

- **Landmark Land Sales, Charlestown, NH 03603** - Applicant desires Lot Line Adjustment on Alden Road, **Claremont, NH 03743**. Proposed Lot 1, Map 182 Lot 7 to contain 25.4 acres. Proposed Lot 2, Map 183 Lot 1 to contain approximately 120 acres. Zone AR.

Mr. Coogan advised that Landmark Land sales own 35.4 acres and desires to transfer 10 acres to Donald Clifford who will own 120 acres. The lot is in forestry use.

Mr. Grigsby asked if this action will make it possible for Mr. Clifford to develop his lot for residential use because the lot now has legal frontage on Alden Road. Mr. Coogan advised that he could use it for residential use but the office has been advised that his intent is to use it for forestry.

**Motion to:** Accept the plan as complete

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

Travis Royce with Landmark Land Services asked Mr. Clifford his intentions and Mr. Clifford advised him that for the long term, the intent is for the site to produce quality timber. He has a long term forestry Management Company.

Open Public Hearing

Closed Public Hearing

**Motion to:** Approve the plan

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

- **Randy McNeil, 99 Clay Hill Road, Claremont, NH 03743** - Applicant desires Minor Subdivision approval for existing 3.26 acre lot. Proposed Lot 1 to contain 1.0 acre with existing house. Proposed Lot 2 to contain 2.26 acres. Tax Map 69, Lot 16, Zone R1.

Mr. Coogan stated the property is on the corner of Paddy Hollow Road and Clay Hill and the applicant desires to divide it into 2 lots, with Lot one being 1.0 acres with the existing house and the garage. Lot two is 2.26 acres and there is a NH DES 4000 SF septic area on both plans. The subdivision received DES approval. There is an existing water line and the exact location will be determined by DPW.

**Motion to:** Accept the plan as complete

**Made by:** Mr. Kuriger      **Second:** Mr. Swift      **Vote:** Unanimous

Mr. Wayne McCutcheon advised that there is a water line that crosses the property and DPW determined the location. Lot 2 is undeveloped and if it is developed at some point the owner will use City water. There is a 4,000 SF septic shown on both lots; if the existing septic system should fail, another one could be constructed. Mr. McNeil stated the DPW did not have an issue with the location of the proposed access. The entry is accessible and with improvements, DPW will grant a driveway permit.

Ms. Richardson advised that there is a letter in the packets written by Mr. Coogan to the City's Attorney Jane Taylor stating that there is a preexisting non-conforming building that does not meet current set back requirements. It is allowed because it pre-dates the City's zoning. Mr. Coogan advised that zoning was adopted in Claremont in 1978 and Ms. Taylor advised that because it was pre-existing, the building is allowed.

Mr. Grigsby advised that the plan shows a road identified as Dustin Heights which is not constructed. Mr. McCutcheon advised that it is a paper street that was never constructed and that it will never be constructed. The site has wet lands involved and he is sure this road will never be constructed.

Mr. Swift asked if that means that the second parcel must meet all zoning requirements from this point forward. Mr. Coogan advised that any new development will have to meet all zoning requirements.

Open public hearing

Closed public hearing

**Motion to: Approve the plan**

**Made by:** Mr. Kuriger      **Second:** Mr. Swift      **Vote:** Unanimous

- **700 Main Street, LLC, Ashland, NH 03217-** Applicant desires Site Plan approval to renovate unoccupied apartment building and complete renovations to city standards at 700 Main Street, **Claremont, NH 03743.** Tax Map 69; Lot 66; Zone R-1.

Mr. Coogan advised that this property has a long history with the City. It was sited by the Fire Department for over 75 different deficiencies in 2002 and the owner at that time was non responsive. The City took the owner to court and the court decided the owner needed to make all the improvements requested. Mr. LeCasse purchased the property and has agreed to prepare a full site plan, to complete a full rehabilitation and meet all appropriate building and fire codes. The site plan identified a ¾" water line but now will be upgraded to 2" because in order to accommodate the required sprinkler system. The existing septic system will be used and if that system was to fail the applicant could connect to the Pleasant Valley Estates sewer line when it is installed. The applicant is very interested in making this an attractive building and noted the property's historical significance. .

**Motion to:** Accept the plan as complete

**Made by:** Ms. Richardson    **Second:** Mr. Kuriger    **Vote:** Unanimous

Mr. LeCasse stated he purchased the property and has worked closely with the building inspector Ken Walsh and Captain Cullen Downing of the Fire Department on the project. He replaced the roof and cleaned up the lot.

Mr. Bolduc, an engineer with GSE engineering, presented a revised site plan with changes to the water line for the sprinkler system. They are not requesting any waivers or variances. The lot is zoned R1 and multi family housing in this zone is allowed. There are some issues with the property because it was created back in the late 1700's, as the boundary line was defined by a barn that was raised back in 1901. GSE did its best to determine the boundary line based on historical information. They have worked with the Fontain's as to where the boundary line should be and have prepared an acceptable boundary line agreement, which will be recorded at the Sullivan County Registry of Deeds.

Mr. LeCasse desires to maintain the integrity of the site and will improve the access off of Plains Road. He has worked with Mr. Chamberlain to obtain a driveway permit. The requirements for a 7 unit multi-family building are parking spaces and there are 12 in the main area and 2 additional ones. The site provides for two areas for snow storage and a trash area just off the parking area that will be screened. There are two existing water lines, off of Plains Road and Main Street. The owner proposed a 2 inch line off Plains Road for the sprinkler system. There is an existing septic that has been in service and permitted in the 1980s. The system designer advised it has been maintained and should be in good working condition.

There is existing landscaping, buffers and vegetation between 700 Main Street and the Fontain's property. There are 3 large trees in front and one is dead and will be removed. The owner will supplement that with more shrubs and trees to show a more professional appearance. There will be 3 building mounted lights that will be directed downward and there will be a small sign that meets the sign requirements with the 700 Main Street address. Drainage patterns will be maintained, there is a steep drop off in the back. The site plan calls for improvement to the green area, maintenance of the present drainage system.

Mr. Grigsby asked if the parking areas will be gravel and will the owner consider paving. Mr. Bolduc advised that they are upgrading the gravel driveway and feel the gravel surface would be a significant upgrade from the present condition. Mr. Grigsby asked how the gravel will be delineated from the grass. Mr. Bolduc advised that it will be strictly by the surface. Mr. Fowler asked how they will delineate individual parking areas. With that kind of surface how can they control parking and make sure that they do not park on the lawn. Mr. Bolduc stated there will be no delineation of parking spaces. Mr. LeCasse stated that they increased the surface area to provide for additional parking spaces. The proposed parking meets the City's parking requirements.

Open public hearing

Mr. Robin Fontaine stated that Mr. LeCasse and he have a boundary line agreement. He supports the renovation of the building.

Closed the public hearing

Mr. Kuriger asked why the Planning Board has to approve a site plan for this property. Mr. Coogan advised that the property and building were in such poor condition that it seemed appropriate for a complete site plan and review by the Planning Board. It is a substantial project and there will be some major upgrades. Mr. Grigsby asked about the parking discussion. Mr. Coogan stated the City's site plan review regulations call for a hard packed surface and that can mean gravel or paving. Two parking spaces per unit is conservative for a 7 unit building. Small signs could identify the parking areas. Mayor Pope stated he would prefer lines showing the parking location. In the past, tenants have parked all over the site and on the grass.

Mr. Swift stated he is not in favor of black topping this property due to the building's historic nature. Chair Engel asked for clarification on the gravel material. Mr. Bolduc stated it will be a gravel surface that is a DOT specification to where the material is as strong as asphalt pavement. Mr. Bolduc stated the gravel surface will be defined by the grassed areas. Tenants want to park as close to the building as possible.

Ms. Richardson asked what is keeping a tenant from occupying two spaces since there is no delineation. Mr. LeCasse stated that could happen whether there are lines or not. If enough surface space is provided for parking, there should not be any problems. Mr. LeCasse stated he owns properties in other communities and this is never a problem as long as there are enough spaces. Also in the lease agreement, the tenant is allowed to have a maximum of two registered vehicles on site. He experiences problems when parking is delineated. If there is adequate space, it is rare to have a problem.

Mr. Swift asked if there is a designated land lord who will be on site. Mr. LeCasse advised that he has a management company, and sometimes they will appoint someone in the building to maintain the side walks, pick up trash etc. Mr. Fowler stated he will vote no because he does not think the parking is adequately delineated. Mr. LeCasse stated he is not in favor of curb stops. Installation of curb stops would diminish the historic nature of the building.

Mr. Grigsby stated that if the parking becomes a problem, there could be some recourse for the city. Mr. LeCasse stated that as a property owner he does not want anyone parking on the lawn.. Mr. Coogan advised that could be a condition of approval that parking be maintained in an orderly manner.

**Motion to:** Approve the plan with the condition that parking be maintained in an orderly fashion

**Made by:** Mr. Grigsby      **Second:** Mr. Kuriger    **Vote:** 7-1

Mr. Kuriger – Aye

Mayor Pope – Aye

Mr. Swift – Aye

Ms. Engel – Aye

Mr. Grigsby – Aye

Ms. Richardson - Aye

Mr. Fowler – Naye because the parking is not adequately delineated

Mr. Caplan - Aye

- **Peter and Cheryl Ferland, 73 Paddy Hollow Road, Claremont, NH 03473** - Applicant desires Lot Line Adjustment to Paddy Hollow Road, **Claremont, NH 03743**. Proposed Lot 1, Map 46; Lot 15 to contain 8.07 acres. Proposed Lot 2 Map 46; Lot 16 to contain 5.65 acres. Tax Map 46, Lot 15, Zone RR.

Mr. Coogan advised that this is a minor lot line adjustment which came to light when a survey was completed. Ms. Erin Darrow, on behalf of Mr. Ferland, advised that in preparing a survey for Tax Map, Lot 16 it became apparent that a pin was lacking. The pin location would have been in the middle of the driveway of TM 46-15. By adjusting the location 6.85ft to the south, it moves the boundary line to a more suitable location and it brings the garage on site within zoning setbacks. Mr. Grigsby asked about other options for the land. Ms. Darrow stated they will prepare a subdivision plan in the next couple of months..

**Motion to:** Accept the plan as complete

**Made by:** Mr. Pope    **Second:** Mr. Swift    **Vote:** Unanimous

Mr. Swift asked if this is to fix an issue or in preparation for something else. Ms. Darrow advised that they are fixing the existing lot corner. The boundary survey is in the middle of the driveway. This way it is more amiable for both lots. This is the easiest and most straight forward way to fix the problem.

Open public Hearing

Closed public hearing

**Motion to:** to approve the plan

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

### **III. Other Business**

Mr. Coogan stated the Master Plan Advisory Committee should meet. Mayor Pope stated he has sent an email trying to schedule up a meeting with Charlie French.

Mayor advised that Chouhen Prach who holds the alternate seat 7 has been removed due to poor attendance as requested by Chair Engel.

### **IV. Report from Boards and Commissions**

Ms. Richardson advised that last Monday November 20<sup>th</sup> the application to demolish St. Mary's Convent was denied. The applicant will appeal the decision to the Zoning Board of Adjustment.

Mr. Grigsby stated good progress in the Open Space committee is being made.

### **V. Adjournment**

**Motion to:** Adjourn

**Made by:** Mr. Kuriger      **Second:** Mr. Swift      **Vote:** Unanimous

**Meeting Adjourned at:** 8:21 pm

**Respectfully Submitted,**

**Michelle Aiken**

**Boards and Commissions Coordinator**