


CITY OF CLAREMONT
Planning Board Meeting
 Monday, February 13, 2006, 7:00 p.m.
 City Council Chambers, City Hall, Claremont, NH

Minutes Draft
Accepted w/Corrections at 2/27/06 Meeting

Meeting called to order by Chair, Anita Engel at 7:00 pm.

I. Roll Call:

Present: Anita Engel, Alan Grigsby, Ralph Swift, Frederick Kuriger, Erwin Caplan, Russell Fowler, Lori Richardson

Absent: Mayor Scott Pope (excused), Allan Berggren (excused), Heather Bopp, Jim Hanson, Peter Guillette

City Representatives: Jerry Coogan, City Planner; Suzanne Ripka, Boards and Commissions Coordinator; Peter Chase, Fire Chief

II. Appointments:

- Lori Richardson is appointed for Allan Berggren.

III. Minutes of January 23, 2006 meeting

Motion: To accept the minutes of 1/23/06 as presented

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

IV. New Business:

- **Roger R. Landry, 111 C Route 2, Neoga, Il 62447** – Applicant desires Site Plan approval for the expansion of use to accommodate the outdoor storage and display of residential wood boilers/furnaces at **143 Charlestown Road, Claremont NH 03743**. Tax Map 165, Lot 4, Zone B2
 - Mr. Coogan presents that Mr. Landry also resides in Alstead, NH and gives a brief history explaining that approximately 2 yrs ago the applicant made an application to store 4 to 5 outdoor furnaces on the Koffee Kup site. Initially processed as a change of use without site plan review by the Planning Board. Due to business expansion an amended site plan is being presented as warehouse distribution and outdoor furnaces. The city has received a letter from abutter, Mr. Mans, regarding the ROW being blocked. The complaint has been researched by design professional Randy Roads. The plan was revised to show both the deeded ROW and the ROW that is currently in use.
 - Mr. Coogan states that this is an existing site located on the “gateway” into the built up area of Claremont. The site should be attractive with seasonal plants and grass, sidewalks, existing drainage, 10.1 parking spaces are required and the site plan shows 11.
 - Mr. Coogan recommends that the board accept the plan as complete.
 - Mr. Caplan requests explanation on where ROW and storage is located
 - Mr. Fowler questions if Mr. Mans has been informed, Mr. Coogan states Mr. Mans has been out of town but his representative is aware that the original plan has been revised in order to resolve his concerns.

Motion: To accept plan as complete

Made By: Mr. Grigsby **Second:** Mr. Kuriger

Vote For: Chair Engel, Mr. Grigsby, Mr. Swift, Mr. Kuriger, Ms. Richardson

Vote Opposed: Mr. Caplan, Mr. Fowler

Motion Passes

Open Public Hearing:

Abutter	Mailing Address	Map	Lot	Noticed	Public Hearing
Roger Landry - <i>present</i>	RR 2 111 C, Neoga, Il	165	4	2/1/06	2/13/06
M&W Soils - <i>present</i>	PO Box 1466, Charlestown, NH	165	4	2/1/06	2/13/06
Mans Family Realty	48 Dewey Beach Rd, Sunapee, NH 03783	165	5, 6	2/1/06	2/13/06
Marianne Lemieux	PO Box 657, Claremont, NH 03743	165	19	2/1/06	2/13/06
Nicholas Marro	141 Charlestown Rd, Claremont, NH 03743	165	3	2/1/06	2/13/06
Bryant Credit Union	380 River Street, Springfield, VT	165	20	2/1/06	2/13/06

Close Public Hearing

- Randy Rhoades of M&W Soils and Engineering presents for the applicant, and hands out the most recent plan revision to the board and states that the ROW is the only change. Mr. Rhodes points out the 18 ft ROW deeded parallel line off rear property lines. The ROW that is currently in use by Mr. Mann is not a legally recognized drive and the original plan did show a row of furnace storage located within the ROW in question; this has been eliminated. Approximately 60 units shown are not definite but show a layout that works for maximum use. Configuration is being used now, limited access for lift truck being able to move. Mr. Mans has been approached about swapping the ROW currently in use to the deed recognized ROW.
- Mr. Grigsby questions if the number of furnaces displayed is actual. Mr. Landry responds that there are currently 12.
- Signage questioned by Mr. Grigsby. Applicant responds that current sign will be maintained.
- Mr. Grigsby questions if interior of building will have a new business or be leased. Mr. Rhodes explains that the interior is being used by Koffee Kup and there will be no change in use. Not a high traffic business, Koffee Kup side is drivers. Chair Engel questions if parking is sufficient. Confirmed by Mr. Coogan that the traffic and egress were addressed at the TRC meeting.
- Mr. Fowler questions if approved this evening and Mr. Mans disagrees where will it go then? Mr. Fowler prefers to hear from Mr. Mans prior to making a decision. Mr. Coogan states that Mr. Mans concerns have been addressed by the deeded ROW and other ROW remaining accessible.
- Mr. Kuriger questions if there are snow storage issues. Applicant agrees to remove snow, is not currently a problem.
- Mr. Caplan points out that there should not be furnaces lining either drive. Mr. Coogan states that concern can be a condition of approval.

Motion: To approve site plan

Mr. Fowler states that he does not want to approve the plan because if Mr. Mans objects it should return to the board. Mr. Grigsby states that if Mr. Mans does have an issue when he returns to the area he can bring his concerns to the board at that time. Chair Engel agrees.

Made By: Mr. Grigsby **Second:** Mr. Kuriger

Vote For: Chair Engel, Mr. Grigsby, Mr. Swift, Mr. Kuriger, Ms. Richardson

Vote Opposed: Mr. Caplan, Mr. Fowler

Motion Passes

- **City of Claremont, Claremont Municipal Airport, 448 Sullivan Street, Claremont, NH** - Applicant desires Site Plan approval of the Airport Master Plan for 3 T- hangars (6 units each) and 9 additional hangars. Tax Map 117, Lot 16, Zone I1.
 - Mr. Coogan presents that the City of Claremont is the applicant and that cities are exempt from land use regulations but Claremont feels it is a good policy to seek approval. Back in November 2005 the City requested approval for 1 hangar. Due to increasing demand for more hangar space it appears prudent to have one site plan that covers all potential hangars to save time and resources. Dufresne - Henry representative Janice Gould will present.
 - Mr. Coogan explains that the airport is a secure facility and governed by state and federal regulations. FAA and DOT have to sign off on ultimate development plan. Any applications for hangars received in the future would have to conform to Master Site Plan that is currently being proposed. Mr. Coogan considers the site plan complete. Mr. Kuriger questions what if someone wants to come in and construct a large hangar. Mr. Coogan responds that they would have to follow the Master Plan.

Motion: Accept the plan as complete

Made By: Mr. Kuriger **Second:** Mr. Fowler **Vote:** Unanimous

- Mr. Coogan distributes the terminal plan that was approved by the FAA and Dot.
- Mr. Fowler rules to suspend rules for abutter's role call for Public Hearing since there is only one person present besides the applicants. Chair Engel requests that abutters indicate present and there was no response. Public Hearing opened and closed.

Abutter	Mailing Address	Map	Lot	Noticed	Public Hearing
Richard Love	PO Box 448, Dillsburg, PA 17019			2/1/06	2/13/06
Wayne McCutcheon	492 Washington Street, Claremont, NH	117	4	2/1/06	2/13/06
John Phelps	PO Box 1293, Claremont, NH 03743	130	2	2/1/06	2/13/06
Sacorly's Real Property Trust	169 Pleasant Street, Claremont, NH 03743	130	22	2/1/06	2/13/06

Claremont Concord Railroad	PO Box 1598 Claremont, NH 03743	131	240	2/1/06	2/13/06
Lyme Investment Company	9 Claflin Circle, Hanover, NH 03755	117	1	2/1/06	2/13/06
BIS Realty	85 Plains Road, Claremont, NH 03743	117	5	2/1/06	2/13/06
Michael Satzow	PO Box 1415, Claremont, NH 03743	117	6	2/1/06	2/13/06
Sinclair Machine Products, Inc.	PO Box 30, Claremont, NH 03743	117	9, 13, 14	2/1/06	2/13/06
Herbert and Chloe Rourke	PO Box 3, Claremont, NH 03743	105	18	2/1/06	2/13/06
Ralph and June Silva	393 Sullivan Street, Claremont, NH 03743	105	19	2/1/06	2/13/06
Roger LaCasse	394 Sullivan Street, Claremont, NH 03743	105	21	2/1/06	2/13/06
Arlene St Pierre	396 Sullivan Street, Claremont, NH 03743	117	12	2/1/06	2/13/06
City of Claremont	58 Opera House Square Claremont, NH 03743	117 118	2, 16 22	2/1/06	2/13/06
Ascutney Aviation	448 Sullivan St, Claremont, NH 03743	117	16	2/1/06	2/13/06
Junction House Properties LLC	492 Washington Street, Claremont, NH	117	4	2/1/06	2/13/06
Michael L. Lemieux	PO Box 846, Claremont, NH 03743	117	3	2/1/06	2/13/06
Recycling Services, Inc.	PO Box 305, Claremont, NH 03743	129	3	2/1/06	2/13/06
Tony and Gloria Gray, Sr.	Airport Hill Road, Claremont, NH 03743	106	2	2/1/06	2/13/06
Sherman and Cheryl Ouellette	PO Box 1518, Claremont, NH 03743	117	7	2/1/06	2/13/06
Optimum Manufacturing Corp	PO Box 1456, Claremont, NH 03743	117	16	2/1/06	2/13/06
Belfon Machine Company, Inc.	PO Box 669, Claremont, NH 03743-1456	129	1	2/1/06	2/13/06
Linzer Products Corp.	PO Box 9002, Wyandanch, NY 11798	117	16-2	2/1/06	2/13/06
Recycling Services Inc.	PO Box 305, Claremont, NH 03743-0305	129	2	2/1/06	2/13/06
Neil H Daniels, Inc.	PO Box 246, Ascutney, VT 05030-0246	117	16	2/1/06	2/13/06
Costa Precision MFG Corp	PO Box 990, Claremont, NH 03743	117	16-5	2/1/06	2/13/06
Central VT Public Service Corp	77 Grove Street, Rutland, VT 05701	118	23, 24	2/1/06	2/13/06
Bernard & Pauline Ouellette	PO Box 439, Claremont, NH 03743	118	25	2/1/06	2/13/06
Ralph and Diana Simoneau, Jr	PO Box 1506, Claremont, NH 03743	118	21	2/1/06	2/13/06
Richard & Lorraine Bonneville	PO Box 473, Claremont, NH 03743	118	20	2/1/06	2/13/06
Donald and Francine Emerson	855 Hanover Street, Manchester, NH 03104	118	19	2/1/06	2/13/06
Leon and Janet Morin	PO Box 354, Claremont, NH 03743	118	18, 17	2/1/06	2/13/06
Donna Simoneau	35 Woonsocket Avenue, Claremont, NH	118	16	2/1/06	2/13/06
William and Elaine Brodeur	29 Woonsocket Avenue, Claremont, NH	118	14	2/1/06	2/13/06
Andrea N Shaw	19 Woonsocket Avenue, Claremont, NH	118	11 10	2/1/06	2/13/06
John and Loretta Yurek	13 Woonsocket Avenue Claremont, NH 03743	118	7	2/1/06	2/13/06
Shawn and Star Eitapence	1 Woonsocket Avenue Claremont, NH 03743	118	2	2/1/06	2/13/06
Kimie LeBlanc Trust Trustee Frank R LeBlanc, Jr	366 Sullivan Street Claremont, NH 03743	118 106	1,8 3	2/1/06	2/13/06
Ricky and Cynthia Daxter	428 Sullivan Street Claremont, NH 03743	117	15	2/1/06	2/13/06
Andre Lemieux	9 Woonsocket Avenue Claremont, NH 03743	118	6	2/1/06	2/13/06
Tony and Gloria Gray, Sr	377 Sullivan Street Claremont, NH 03743	105	20	2/1/06	2/13/06

- Fire Chief, Peter Chase presents that prior to Mr. Love approaching him for a hangar last year there had been no interest in the last 30 years. Initial hangar sparked interest in the airport and as a result the City initiated the process to obtain FAA and DOT approval for a Master Plan. A construction policy was devised along with a standard lease. The property will remain city owned airport while hangars are leased. A standard construction policy was drawn up with engineers from Dufresne-Henry and a proposed Master Plan was created. There is currently a waiting list of 10 private parties interested in hangars. The intention is to use one side of the abandoned runway for municipal hangars and the other side for private hangars. Airport advisory board provided input. The approval process was lengthy due to the amount of authorization and review required. The City, DOT and FAA have now all signed off on the plan. Anytime accepting state and federal funds there are many criteria that must be met prior to approval. Chief Chase anticipates municipal hangar and 2 or 3 private hangars should be built by the spring. One of the outcomes will be that the airport becomes more self sufficient.

- Mr. Fowler questions if all the hangars will be uniform. Chief Chase states the plan will not dictate size but uniformity will be color, doors, siding, shape, roofing, and other requirements.
- Janice Gould presents for Dufresne – Henry and gives brief description of plan, how originated and which document is the Ultimate Layout Plan that was approved. This plan needs to be signed by city, DOT and FAA and has been signed by all 3 parties. Ms. Gould readdresses size and location questions. Location could be a bit different than what shows on the plan. Once revised plan was approved and hangar constructed the plan would be adjusted to show changes. Other items are parking and access road. There is automobile parking to accommodate all 27 hangars. There are security measures for vehicle traffic to avoid driving onto runway when in use. The plan intends to maximize development in the area. Discussion regarding proposed plan and private company located on city land.
- Chair Engel questions what will happen to the existing hangars. Chief Chase responds that they will remain.
- Mr. Swift questions if there is a long range plan regarding utilizing for eating establishment or other things of that nature. Chief Chase responds that this plan is strictly oriented toward airplane and hangar usage. Mr. Swift questions if airport would be a portion of the City of Claremont Master Plan. Ms. Gould confirms

Motion: to approve the site plan

Made By: Mr. Fowler

Second: Mr. Swift

Vote: Unanimous

- Mr. Fowler questions if in the future will private applicants have to go before board for hangar approval. Chief Chase states that now that the plan is approved they will not.

IV. Other:

o Continue Discussion on Master Plan Update Process

Chair Engel turns meeting over to Mr. Coogan regarding Master Plan discussion.

- o Mr. Coogan goes over highlights from last meeting and requests if there are items of note that should be added. In light of the fact that new Public Works Director coming on board it would be best to give Mr. Temple time to adjust prior to coming to board meeting.
- o Mr. Coogan distributes population projections. Discussion regarding handout – population declining since 1990 but at a constant from 2000 to 2004. Chair Engel questions what OEP bases projections on. Mr. Coogan states based on trends. Mr. Grigsby pointed out projection for Cornish and Plainfield would expect that numbers would be larger due to Dartmouth Hitchcock proximity. Mr. Coogan stated that Mayor Pope had mentioned need for good data at the last meeting.
- o Mr. Coogan distributes tax sheet handout and discussion on comparable communities – Charlestown, Lebanon. Less population but higher tax base – interesting for comparison – valuation. Water and sewer capacity is another factor that should come into play. Chair Engel states good question for public works is if public utilities are in good repair.
- o Mr. Coogan requests discussion on goals and objectives in previous Master Plan. Mr. Grigsby states that about 1 ½ years ago there was a discussion regarding transportation. General consensus was that it should be included in master plan discussion.
- o Mr. Swift questions if there is a Sullivan County Master Plan. Sullivan County Lake Sunapee Council has finalized a regional overview. Mr. Swift questions if there is a copy. Mr. Coogan verifies that there is one in the Planning Office.
- o Mr. Grigsby points out population increase projection data in Sullivan County – would like to see rational for such a dramatic growth. Mr. Coogan states that part of thinking is that NH is growing - part analysis and part speculation. Discussion regarding rational for growth estimates. Chair Engel points out that Claremont has a large population base to consider in decision making process. Mr. Coogan responds that Claremont may follow similar trends as Concord and Manchester.
- o Mr. Swift states that various types of development will be attracted to Claremont based on city policy and that it is important to consider what type of development Claremont is looking to attract.
- o Chair Engel questions if it is wise to create a vision first and then tweak the plan or create a plan vision and then work around – Mr. Coogan responds that the plan would be tweaked according to data that has been collected and vision then plan is tweaked. Short term goals – 2 to 3 years – certain parts of zoning would need to be dealt with.
- o Mr. Swift states that another approach to visioning is to ignore current and look at what the City would like to be in 10 years. May need to look in this manner.

- Mr. Coogan would like to see visioning session in spring or fall – 2 day component – then have person return in a week or month. Mr. Coogan is to compile data and suggests City Department heads meet with board for input. Board discussion regarding importance of involving facilitator, community, school board members and superintendent along with City Department Heads.
- Mr. Grigsby expresses disappointment regarding meetings no longer being televised and that CCTV will train but volunteers are needed in order to do so. Mr. Swift suggests setting aside Master Plan monies in order to pay someone to film the meetings.
- Mr. Kuriger questions if a timeline should be developed in order to support the process. He points out that the 1991 plan is old and wonders how long the master plan was a viable document which leads to will the upcoming plan be utilized. Mr. Kuriger suggests that 5 years be a more viable timeframe with a more simplified document. Mr. Coogan states that the community must buy into the plan in order to make it real. Mr. Kuriger questions whose job it is to carry out the Master Plan and how can the Planning Board become more proactive. Discussion regarding role of City Council and Department Heads.
- Mr. Coogan states that the best plan of action may be intensive land use and vision in the first 2 years and then constantly working on the Master Plan. An example being, Washington Street there may be a possible need for a service road behind retail establishments in order to reduce problematic traffic
- Chair Engel requests schedule of when City Department Heads will attend Planning Board meetings.

V. Reports of Boards and Committees

- Lori Richardson reports that the last HDC meeting was a workshop and they reviewed their plan.

VI. Communications:

- OEP having annual conference on April 2nd

VII. Adjournment

Motion: to adjourn

Made By: Mr. Caplan

Second: Mr. Swift

Vote: Unanimous

Respectfully Submitted By,

Suzanne Ripka
Boards and Commissions Coordinator