


**CITY OF
CLAREMONT**
Planning Board Meeting
Monday, May 22, 2006, 7:00 p.m.
City Council Chambers, City Hall, Claremont, NH

MINUTES

Meeting called to order by Chair Engel at 7 pm.

I. ROLL CALL

Present: Anita Engel, Alan Grigsby, Ralph Swift, Fred Kuriger, Erwin Caplan, Jim Hanson, Russell Fowler, Lori Richardson, Chhouen Prach

Absent: Mayor Scott Pope (excused), Peter Guillette (excused), William Regan

City Representatives: Jerry Coogan, City Planner; Suzanne Ripka, Boards and Commissions

II. APPOINTMENTS

Lori Richardson appointed for Vacant Seat. Ms. Richardson submitted an application to fill the full board seat.

III. MINUTES OF MAY 8, 2006 MEETING

Motion: To accept the minutes of May 8, 2006

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

Mr. Grigsby, Mr. Fowler and Mr. Hanson abstain due to not being present at May 8, 2006 meeting.

IV. NEW BUSINESS

1. **Colonial Plaza Realty Trust (A.K.A. LaValley Building Supply, Inc.), P.O. Box 267, Newport, NH -**
Applicant desires Site Plan approval to convert an existing 159,120 SQ. FT. steel manufacturing building located at **143 Twistback Road, Claremont, NH 03743** into a Modular Home Manufacturing Facility, Tax Map 94; Lot 59; Zone I1.

Mr. Coogan presents that the previous use was industrial but there was no site plan review. He states that the city currently requires site plan review due to concerns such as truck traffic and road conditions in residential area. Traffic engineer Stephen Pernaw to present results of study this evening. As a result of the information the applicant will install 4 ft widening to NH 103, utilize several traffic flaggers and avoid traffic during morning and afternoon school bus routes. Mr. Coogan goes on to explain that the Department of Public Works (DPW) concern is the structural strength of the residential street and if it is able to continue to support truck traffic. Chair Engel questions if not having this information affects the completeness of the application. Mr. Coogan responds that it does not. NH DOT has prescribed routes and regulations. Mr. Coogan concludes that the application has sufficient information to begin the process.

Motion: To accept the site plan as complete

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

Mr. Coogan distributes to the board additional information that was provided by Stephen Pernaw.

Wayne McCutcheon presents for the applicant and distributes a 1990 site plan that he will be referencing. The plan shows where an electric line comes in using the letter E. Sewer is shown from point of origin, water lines from Twistback Rd, both fire and domestic. Building is well protected for fire including a Retention pond. Parking/storage of modular boxes will be outside, parking lot across from site is proposed use for box storage, and other fill area is proposed storage of finished boxes prior to shipping. Existing 8 ft. overhead doors will be replaced with 20 ft. overhead doors with one being 18 ft overhead due to existing steel eyebeams. Landscaping is existing and there will be no change except for the removal of one crabapple tree. Drainage is in place and functioning, fill is not located in jurisdictional wetland, lights are freestanding, low density and do not glare on neighborhood.

Mr. Kuriger questions building entrance and employee parking. Mr. McCutcheon responds that of the 72 spaces the majority of parking will be employee and points out office location. Gated facility and gate will be locked most of the day. Mr. Fowler questions if the Fire Department would have a key. Mr. McCutcheon verifies that all safety departments will have keys.

Mr. Stephen Pernaw, Civil Engineer, specializing in traffic, presents that his office was contacted in February to evaluate truck traffic flow. Mr. Pernaw explains that he published 3 products dated March 16, 2006 which summarized recommendations. Memos published on April 1, 2006 and May 19, 2006 give an overview of the existing site, Route A and Route B with route B judged as being better route, shorter with less complications. The route runs north on Route 103, illustrates turning path of largest truck and trailer along with the tire path. The front right tire of the tractor would be on edge of pavement if hauling largest trailer. Mr. Pernaw's suggestion is to add paved shoulder to Route 103, recommended width is 4ft for a couple hundred feet. Recommended a series of flaggers be used, 3 series, exit from facility, citizen turn – to avoid side streets, flaggers at each street, once bridge reached (section 3) the traffic would be temporarily stopped on Route 103. Laval leys researched bridge maximum load which is 80,000 pounds. The proposed use is less than previous use, previous use carried loads of 40,000 pounds and LaValleys would be 16,000 pounds and less frequent. Mr. McCutcheon and Mr. Pernaw inform the board that M&W Soils will prepare road quality information.

Mr. Hanson questions turn onto North Street and if flaggers would be required. Mr. Pernaw states it is outside of the study area, but would think that if flaggers are needed they would be used. Mr. Grigsby questions if the 16 ft x 60 ft trucks can clear Twistback Road and Citizen Street posts that are on a resident property. Mr. McCutcheon to review if posts are in ROW or on property line. Mr. Grigsby questions how clear zone would be achieved. Mr. Pernaw responds that someone will have to knock on doors and request that vehicles be moved. Mr. Grigsby states that incoming trucks could be more than 16,000 pounds. Mr. Grigsby's concern is regarding incoming truck traffic along with outgoing. Mr. Grigsby questions if trucks would be prohibited from turning right. Confirmed by Mr. Pernaw. Mr. Hanson questions overhead trees being trimmed and such, Mr. Pernaw responds that it is outside of study. Mr. Hanson questions if another under drain will be put in to accommodate adding onto the shoulder. Mr. Pernaw responds that M&W will pursue.

Abutters list read.

Lot ID	Owner Name	Owner Address	Owner City
94-61	VERMONT LOG BUILDINGS INC -	PO BOX 1500	CLAREMONT NH 03743
94-58	SAUCIER JAMES L	153 TWISTBACK RD	CLAREMONT NH 03743
94-65	RONALD AND JANICE NELSON	146 TWISTBACK RD	CLAREMONT NH 03743
94-55	CLYDE JR AND CAROL MARSH - <i>present</i>	505 CASH ST	CROYDON NH 03773
94-48	PAUL AND IRENE LAMBERT	1 FOSTER PL	CLAREMONT NH 03743
94-64	ALFRED AND MARGARET VILLERS HAROLD GERALDINE	132 TWISTBACK RD	CLAREMONT NH 03743
94-59	COLONIAL PLAZA REALTY	PO BOX 842	CLAREMONT NH 03743
94-50	PHILLIP & DIANNE WALKER	16 CITIZEN ST	CLAREMONT NH 03743
94-54	VIGER JR DONALD A	34 CITIZEN ST	CLAREMONT NH 03743
94-53	LYNNE & BRUCE YOUNG	30 CITIZEN ST	CLAREMONT NH 03743
94-66	CLAIRE & ROBERT DOLE	150 TWISTBACK RD	CLAREMONT NH 03743
94-51	THIBAUT GINGER ET AL	18 CITIZEN ST	CLAREMONT NH 03743
94-60	RODNEY & RITA TILTON	125 TWISTBACK RD	CLAREMONT NH 03743
94-52	JOSEPH AND VIRGINIA OUELLETTE	22 CITIZEN ST	CLAREMONT NH 03743
94-56	VEILLEUX LEONARD E	42 CITIZEN ST	CLAREMONT NH 03743
94-63	CHESTER & RUBY MAGOON	PO BOX 794	CLAREMONT NH 03743
	WAYNE MCCUTCHEON	425 WASHINGTON ST	CLAREMONT NH 03743
	STEPHEN PERNAW	47 HALL ST SUITE 3	CONCORD NH 03301

No abutters or audience members wish to speak. Public Hearing opened and closed.

Mr. Grigsby states that a good neighbor move may be for the applicant to pave the road from site entrance to Route 103. Mr. Coogan responds that it could be a condition of approval that the applicant report back with results of report and that applicant pay for recommended improvements. Mr. Hanson states that the trucks move right along and would not impede traffic long, concern is that water is addressed, drainage and shoulder expansion. Lori Richardson voices concern regarding the board requesting that the applicant pay for something

that was done by the prior owner. Mr. Fowler concurs with Mr. Grigsby because the incoming trucks will have more weight than outgoing and this should be addressed. Mr. Grigsby responds that when original Holson Burnes was built truck traffic may not have been a concern. Chair Engel questions distance that would possibly need to be repaved. Mr. Pernaw responds 1700 feet. Mr. Kuriger questions cost. Mr. Grigsby responds that the cost at the TRC meeting was estimated at \$30,000. Chair Engel questions if these concerns were raised at the TRC meeting. Mr. Coogan confirmed and stated that the applicant is aware of possibility. Chair Engel questions if this is information they should wait for. Mr. McCutcheon states that owner's choice is to conditionally approve based on results of soil survey and DPW approval. Mr. Coogan states that the director of DPW is fine with this type of action if the survey addresses sub base and condition of paved surface. Board discussion regarding option of conditional approval. Mr. Kuriger requests clarification on if incoming trucks will handle more than 80,000 lbs which is load limit for bridge.

Motion: To approve the site plan with the following conditions of approval:

1. Provide a "clear zone" along the west side of Twistback Road to accommodate trailer overhang;
2. Verify with the NH DOT by letter that the bridge on Citizen Street can structurally accommodate the loads;
3. Install a four-foot paved shoulder area along NH 103 (north of Citizen Street) to provide additional maneuvering area for left-turn movements from Citizen Street;
4. Utilize several duly authorized "flaggers" to sequentially control traffic flow along Twistback, Citizen and NH Route 103 as the delivery truck departs the site;
5. Avoid tractor trailer traffic movements during the morning and afternoon school bus route;
6. Provide engineering details for the widening of Lower Main Street for the review / approval of DPW;
7. Provide adequate security for site improvements;
8. Agree to make all necessary improvements to City and State roads necessary to accommodate the traffic movements;
9. Repair any City and State roads that damaged by the traffic movements.

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

2. **Bryant Credit Union, 380 River Street, Springfield, VT** - Applicant desires Site Plan approval for a 2,348 SQ. FT. single-story bank branch with one (1) drive-up window at **142 Charlestown Road, Claremont, NH 03743**, Tax Map 165; Lot 20; Zone B2.

Mr. Coogan presents that the proposed site will have a shared driveway, city may be extending sidewalks, drainage plans and improvement to be done, will be doing landscaping, and an attractive building due to location in gateway to community. Applicant has invested around \$100,000 in city storm water improvements. City water and sewer, fire chief recommended proper 911 protocol be provided, snow storage is not shown in plan, screened outside dumpsters, met with TRC on April 11, believe sufficient to accept as complete.

Motion: To accept the site plan as complete

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

Randy Rhoades, M&W Soils, presents that the plan has changed slightly and distributes new plans to the board. Mr. Rhoades states that the only substantial change is the rear parking lot has been eliminated. Deeds reflect drive in common which the bank has offered to repave, existing private water and sewer will be replaced with city water and sewer. There will be only 4 employees so 15 parking spots are more than adequate for use instead of the originally proposed 24. Mr. Rhoades informs the board that it is his understanding that the city will be upgrading the road next year. Currently speaking with other property owner that shares common drive regarding possibly naming street now in order to avoid having to make changes when a 3rd building is built on the drive and 911 mandates change. Mr. Rhoades explains drainage plans to the board. Drainage currently comes directly out onto Charlestown Rd the plan does not increase natural run off, proposing drainage swale, under drain system around back of lot, catch basins, elevations set so that water would pond over lawn and parking before city street. Lighting under canopy, along front and ends for pedestrian traffic. Mr. Grigsby questions depth of swale. Mr. Rhoades responds 1 ft deeper than area around and 3 to 4 ft below parking lot with a capacity of 3300-3400 cubic feet. Mr. Coogan questions if snow storage is shown, plan is that it would be pushed off edge unless interferes

with business then removed. Sloped granite curbing to be used. Proposing dedicated right and left turning lane on private/common road.

Jerry Cross, President, Bryant Credit Union, informs the board that they are able to move to Claremont because as they are now a federal charter credit union as of last year. Mr. Cross gives a brief overview and concludes that he hopes to be open by mid-September 2006.

Abutters list read.

Lot ID	Owner Name	Owner Addr	Owner City
165-20	BRYANT FEDERAL CREDIT UNION	380 RIVER ST	SPRINGFIELD VT 05156
165-21	CAIRNS CD IRREVOCABLE TRUST	45 SAN REMO DR	S BURLINGTON VT 05401
165-22	COMM ALLIANCE OF HUMAN SVS	PO BOX 188	NEWPORT NH 03773
165-4	ROGER R LANDRY ENTERPRISES LLC	143 CHARLESTOWN RD	CLAREMONT NH 03743
165-19	LEMIEUX MARIANNE	PO BOX 657	CLAREMONT NH 03743
165-18	LACASSE O VFW POST #808	150 CHARLESTOWN RD	CLAREMONT NH 03743
165-3	MARRO NICHOLAS C	141 CHARLESTOWN RD	CLAREMONT NH 03743
165-17	MANS FAMILY REALTY LLC	48 DEWEY BEACH RD	SUNAPEE NH 03782
	M&W SOILS ENGINEERING, INC		CHARLESTOWN, NH 03603

Public Hearing

James Neilson, Ward 1, CEO of NH Federal Credit Union expresses that he is looking forward to Bryant Credit Union moving to the community, welcomes Mr. Cross and wishes them well with the plan.

Public Hearing closed

Motion: To approve the site plan as presented with the condition that the applicant provide adequate security for site improvements (drainage, parking, landscaping etc.).

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

V. OLD BUSINESS

- **Continue Discussion on Master Plan Update Process** - Mr. Coogan informs the board that Mr. French suggested organizing a Master Plan Steering Committee to help initiate the process. Chair Engel would like to use funds from the budget to place an ad that would involve citizens in the master plan process. Mr. Coogan expresses that what seems to have worked in other communities is a Friday night meeting (pot luck), meet Saturday morning and then revisit 3 to 4 months later. Other communities have had good participation – offering food and drink. Chair Engel thinks there should be a school board representative. Chair Engel suggests that Mr. Coogan meet with her next week to compile list of possible participants. Mr. Swift suggests finding new blood and give opportunity for input to those that do not currently serve on a committee. Chair Engel states that suggested names are emailed to Jerry. Mr. Fowler suggests Claremont Savings Bank, Clay Hawkins. Fred Kuriger clarifies that the Steering Committee would be driving the entire process. Mr. Coogan verifies. Chair Engel states email Mr. Coogan, newspaper ad, Grigsby adds newspaper story. Board discussion regarding recruitment methods and CCTV filming of meetings. Mr. Grigsby does a segment on CCTV in conjunction with the ad. Mr. Fowler questions if the UVLSRPC will assist. Mr. Coogan confirms.

IV. ADJOURNMENT

Motion: To adjourn

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

Meeting adjourned at 8:35 PM.

Respectfully Submitted By,

Suzanne Ripka