



**Planning Board Meeting**  
Monday August 28, 2006, 7:00 p.m.  
City Council Chambers, City Hall, Claremont, NH

**Meeting Minutes**

**Meeting Called to order by Chair Anita Engel at 7:04 pm**

**I. Roll Call**

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

**Absent:** Fred Kuriger, Chhouen Prach,

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

**II. Appointments**

Peter Guillette appointed by Chair Anita Engel

**III. Minutes of August 14, 2006 Meeting**

Mr. Grigsby advised that there are items on the previous meeting minutes that are in-correct and need to be changed. A revised edition was provided to Michelle Aiken, Boards and Commissions Coordinator. A revised copy will be provided at the next meeting for review.

**Motion to:** Approve minutes with revisions to be passed out at the next meeting

**Made by:** Mr.Grigsby

**Second:** Mr. Fowler

**Vote:** Unanimous

**6-0**

**Abstain from vote, Chair Engel and Ms. Richardson**

**IV. Old Business:**

- **White Mountain Children's Center, 92 Farm Vu Drive, White River Jct, Vt. -** Applicant desires Site Plan approval for a 5,500 SQ. FT one story day care facility to serve +/- 88 Students at **River Road, Claremont, N.H. 03743**. Tax Map 163, Lot 6-1, Zone I-2.

Mr. Coogan, City Planner –Applicant applied for a site plan approval and the updated plans calls for a four way intersection plan at the suggestion of the NH DOT. The DOT recommended a driveway across from the land from Ashley's landing which is owned by the CDA. The CDA met on the 28<sup>th</sup> at which the applicant provided them information regarding with two easements

(roadway and water / sewer) and came to a consensus of approval. There is also going to be a foot path from CSI for people who have children attending day care at the White Mountain Children's Center. The property will have a New England style building. There is a landscaping plan.

The drainage has been designed to channel the water away from the site and to work with existing conditions. The site is served by City water and city sewer and will have a sprinkler system. The site is flat and there will be 20 parking spaces, snow storage has been accounted for and the wetlands areas have been identified. There will be a screened dumpster. The applicant met with TRC and has worked out the driveway and the utilities. Recommend that the board accept the plan as complete and open the public meeting.

**Motion to:** Accept the plan as complete and open the public hearing

**Made by:** Mr. Swift

**Second:** Mr. Fowler

**Vote:** Unanimous

### **Open Public Hearing**

Mr. Coogan requested Ms. Erin Darrow to present to the board. Ms. Darrow passed out an updated copy of the site plan. Ms. Darrow advised that they have been working to develop a site plan that is safe for the 86 children at this property. They have been working closely with DOT and the CDA to provide a plan that is both permissible and practical. They are happy that CDA has given them a preliminary approval for easements. The basic concept is for a four way intersection with stacking room for 6 cars, adequate for emergency vehicles and also school buses in the future and to forward the traffic in a safe fashion. They are looking to emulate the natural patterns of the land as much as possible. They are going to maintain as much of the natural vegetation as possible. There are woods to the north, east and west and they will keep as much vegetation as possible. They plan to have a community garden and as funds allow the play ground will be expanded. The day care center will accommodate approximately 86 children from 6 weeks to 8 years old.

Mr. Grigsby asked if the other property will be sharing the driveway with them. Part of the easements concerns were water and sewer. Mr. Gorman of the CDA was worried about the amount of land that was going to be used and they had discussed Moving the water and sewer. Ms. Sharon-Dombroski advised that the water and sewer lines were impacted and there were existing stubs that had to be utilized. The Sewer line is about 20ft below and when they had the evaluation for the site with DOT it has led them to the conclusion that this is the simplest way.

Mr. Grigsby advised that the berm was also an issue due to limited visibility and what would they be doing to address this. Ms. Darrow advised that there will be some cutting into the berm for the utilities. They are some trees in questionable health and any unhealthy trees will be removed. Mr. Grigsby inquired if there was going to be a transformer on site. Ms. Darrow advised that it appears it will be necessary and they are working on it. Mr. Grigsby advised he did not see it on the site plan. Ms. Darrow advised that it is not on the site plan. Ms. Darrow advised they prefer to go underground with the utilities although they are still working on it as they are trying to minimize costs.

Mr. Grigsby also advised that the plan does not show a stop sign on the lot. Ms. Darrow advised the plan is conceptual and a more detailed one will follow. Although the stop sign was shown on

the original plan, Mr. Fowler thought that “caution” signs at both ends of the driveway would be appropriate. Ms. Darrow advised this topic has come up with the NH DOT and will be pursued.

### **Open public hearing**

Chief Peter Chase of the Claremont Fire Department advised that although there is a verbal agreement with the White Mountain Children’s Center he would like to state his need for a sprinkler system in the property. He would like the board to know of the Fire Department’s concern of not being able to provide adequate fire protection to this proposed facility and the necessity for a sprinkler system at this property. Mr. Chase read a letter from the Claremont Fire Department dated 8/28/06. Mr. Chase advised that The White Mountain Children's Center has met with TRC and it makes total sense that the building have a sprinkler system although it is not required by city code. Even though the code does not require the sprinkler, they are recommended. The Fire Department desires to reinforce this because circumstances can change and the center could expand beyond the 100 children, at which level a fire sprinkler system would be required.

Ms. Darrow advised that they have discussed a sprinkler system and safety is the number one concern. The type of system they install will meet code requirements although they do not want to be locked into using only a NFPA 13 sprinkler. Mr. Darrow advised that the fire sprinkler system will be adequate. Ms. Richardson asked why they do not want to use this kind of sprinkler system. Ms. Darrow advised that due to architecture and mechanical design of the building they do not want to limit themselves.

Chair Engel asked if this was included as part of their approval will they be able to work with the Fire Department to agree on an adequate sprinkler system. Ms. Darrow advised that they would work with the Fire Department.

Mayor Pope inquired of the speed limit on this road. Ms. Darrow advised that the speed limit is 40 mph and currently has a Level of Service (LOS) B rating. Mayor Pope asked what a B rating is. Ms. Darrow advised the B rating refers to the Level of Service standard provided by the Trip Generation Manual, which provides information on the delay time a driver experiences. The LOS B rating is about a 10 to 15 second delay to exit on this road. A is 0-10, B is 10-15 et cetera.

Jennifer Thomson advised that she has a daughter who attends Green Mountain Children’s Center and they are very happy with the idea that it will be coming to Claremont. They drive an hour for daycare and they feel the city needs a facility like this and it will be fantastic. She also advised she believes it will draw in more families as the city grows

Richard Paul advised he is the President of Green Mountain Children's Center and would like to thank the Board for their time and effort in this matter. Mr. Paul advised that the United Way of the Upper Valley has identified child care as a top need in this area and he is pleased that Claremont feels the same way.

### **Closed Public hearing**

Mr. Grigsby advised that the engineer stated this is conceptual and the Board would like to ensure that all items of note are properly addressed. Outstanding issues include a NH DOT

driveway permit, a NH DES wetlands permit, finalization of the two easements and installation of an acceptable fire sprinkler system, and the mylar recorded at the registry of deeds.

Mr. Fowler reiterated the need for “caution” type signs at the end of the road and maybe the applicant should explore the possibility of reducing the speed limit on that road. Ms. Darrow advised that they are discussing these issues with the NH DOT.

**Motion to:** Approve the site plan with the following conditions of approval:

1. Receipt of the NH DOT driveway permit;
2. Receipt of the NH DES Wetlands permit;
3. Finalization of the two easements (i.e. roadway and water / sewer) with the CDA;
4. Installation of a fire sprinkler system acceptable to the Building Inspector and shown as a plan detail;
5. Installation of a STOP sign at the driveway / River Road intersection;
6. Identify the power connection facility on the site plan;
7. Submittal of a complete drainage plan and grading plan and
8. Provide the City two (2) mylars in a form suitable for recording at the Sullivan County Register of Deeds.

**Made By:** Mr. Grigsby

**Second:** Mr. Fowler **Vote:** Unanimous

- **Poulin Auto Sales, 384 Washington Street, Claremont, NH** - Applicant desires Site Plan approval for a 898 SQ. FT. Office area and 3200 SQ FT Service area at **384 Washington Street, Claremont, NH 03743**, Tax Map 145; Lot 26; Zone B2. Owner of record is Robert Landry of 19 Fielding Place, Claremont, NH 03743.

Mr. Coogan advised that the abutting Ford dealership used the lot for the display and storage of vehicles and the applicant proposes a phase 1 and phase 2 approach. Phase 1 will be the sale of used cars on the lot. The concern with all proposed developments on Washington Street is traffic making left hand turns to or from Washington Street. This proposal will encourage vehicles wanting to make a left hand turn to enter or exit the site to do so at the signalized intersection at Petrin Heights Road and Washington Street. The site plan identifies three signs that state: “No Left Turn”, “No Entrance” and “No Exit”. The intent is to strongly discourage left hand turns from Washington Street to the site and from the site on to Washington Street. There is an existing sidewalk a proposed landscaping plan. There is nothing new at the property. The applicant has worked with the Fire Department and there is an area showing employee parking and the location of sign. The dumpster and propane tanks needed to be screened. Mr. Coogan advised he feels there is sufficient information on the site plan for the application to be considered complete.

Mr. Grigsby said this property is owned by Robert Landry. Mr. Coogan advised that when Phase 2 occurs, the applicant will demolish the existing buildings and will return to the Planning Board for further review and approval. Mr. Grigsby asked if there are two lots on this property. Mr. Coogan advised that the business is located on 3 separate lots.

**Motion to:** Accept plan as complete and open the public hearing.

**Made by:** Mr. Guillette

**Second:** Mayor Pope

**Vote:** Unanimous

Mr. Chris Paton from Paton advised that he is representing Poulin Auto and the application for the property to be used in the existing condition. They have been using the property for approximately 3 months as a used car sales lot. Poulin Auto is leasing the property and three lots total 1.57 acres. At this point, the owner of record, Mr. Landry, does not want to consolidate the lots; this will likely occur when phase 2 occurs. The office and sales are in front and service area in the rear, there are 5 bays in service area, 5 customer parking spaces including handicap and employee parking in rear. Mr. Grigsby asked about the access to Petrins Heights Road as there is no curb cut. Mr. Payton advised that it is grade level. Mr. Grigsby advised they will require the screening of dumpster and propane tanks. Mr. Payton advised that the screening has not really been discussed, but he is sure this will not be a problem. Mr. Grigsby asked if there will be planters to decorate the road. Mr. Payton advised that there will be seven of them. Mr. Grigsby asked if there will be any other landscaping. Mr. Payton advised there will be some crushed stone and some shrubbery.

Ms. Richardson advised that she was confused as to what they are asking for approval for. Mr. Coogan advised that they are only asking for using the property as a used car lot. Ms. Richardson asked if they are already doing this. Mr. Coogan said they were advised they could get started, but told them they must submit a site plan for approval after the fact. Mr. Fowler asked about the vehicle display area. The cars are placed facing the street and the planters will be located between the cars and sidewalk. Mr. Fowler suggested adding wheel stops. Mr. Paton advised he believes they are wooden planters.

### **Public Hearing Opened**

No one on site to speak

### **Public hearing closed**

### **Additional questions**

Mr. Grigsby advised that the dumpster and the propane tanks will need to be screened in and they will need to have wheel stops. Mr. Swift asked how do we know that this is a clean site. Mr. Fowler informed the Board as to prior uses, a garage, Green Mountain Motors and Portland Glass. Mr. Coogan advised that when the applicant submits a updated site plan for phase 2, they will likely need to conduct environmental testing.

**Motion to: Accept with the conditions of the** dumpster being screened in, wheel stops at the curb and this is the approval of phase 1 only

**Made by:** Mr. Fowler

**Second:** Ms. Richardson

**Vote:** Unanimous

## **IV. Reports of Boards and Commissions**

Mr. Coogan stated he was waiting for the Master Plan Advisory Committee to be appointed so that he can get the UNH Extension Service working on the community survey and public participation process.

Mayor Pope inquired about an e-mail from Chris Northrop was and how does that affect the board. Mr. Coogan advised that Chris is Principal Planner with the NH Office of Energy and Planning (OEP) and he provides technical assistance to local land boards throughout the state. A proposed piece of legislation will vest development projects at the time an application is submitted and is accepted as complete and Approved by the Planning Board.

On a project is vested, it is exempt and projects do need have to comply with subsequent changes in local land use regulations. The home builders lobbied together to get the legislation changed.

Mr. Coogan also advised that Advanced Recycling has been sold and Mr. Cohen will continue on for a year or so as the Manager and he will meet with the City Manager. There was a NH DES inspection about 2 months ago. They appear to be acting within their state permit. The City is concerned with heavy trucks among other items.

Mr. Fowler advised that he attended the Conservation Commission meeting and they had discussed the issues surrounding Mr. Folta. In reading all the material, he hopes that Mr. Folta will not be removed from his position. Claremont may not be getting the attention it deserves from the Upper Valley Lake Sunapee Regional Planning Commission. Chair Engel advised that she is glad that we have someone representing us and she would just like to make sure we are getting both sides of the story. Mr. Coogan advised that the City is entitled to three representatives and someone from a planning board or zoning board would make a good representative. Mr. Grigsby said that some of the questions Mr. Folta is asking are good questions and these questions should be answered.

Mr. Grigsby said that he was happy for the nomination to attend the open space cluster meeting, although he is unavailable for the first meeting. Mayor Pope advised that there will be several meetings covering the general scope of the meetings

Mayor Pope advised that he has not heard anything from the UVLRSC, and he has not had an official request to have Mr. Folta removed. The City will need to reevaluate its membership as there are activities and services already being performed. Mayor Pope would like a full review and what is the end result to the community, what is the citizenry receiving for its investment. Mayor Pope would like to identify our options for the future. Chair Engel said that you do not receive services unless you request them.

## **V. Adjournment**

**Motion to:** Adjourn

**Made by:** Mr. Grigsby

**Second:** Mayor Pope

**Vote:** Unanimous

**Meeting Adjourned at:** 8:22 pm

**Respectfully Submitted,**

**Michelle Aiken**

**Boards and Commissions Coordinator**