



Planning Board Meeting

Monday September 11, 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

I. Roll Call

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

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

Absent: Fred Kuriger, Peter Guillette, Chhouen Prach

II. Appointments

No alternates or Appointments

III. Minutes of August 14th, 2006 and August 28th, 2006 Meeting

Motion to: Minutes of August 7, 2006 approved at previous meeting as amended. Minutes of August 28, 2006 Meeting approved as is

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

IV. New Business:

- **Gary LeClair, 137 Maple Avenue, Claremont, NH** - Applicant desires an amended Site Plan approval for the existing 3210 SQFT, Auto Repair, Tire Sales and Retail Office and 800 SQFT of Warehouse space at **137 Maple Ave, Claremont, NH 03743**, Tax Map 130; Lot 45 & 46; Zone B2.

Mr. Coogan advised that this property was formerly Jones Auto Repair and Sales. Mr. Coogan worked with Mr. LeClair about a year ago and the Pleasant Street site was in disrepair with issues regarding outside storage of junk vehicles and tires. Mr. LeClair recognized that this site was too small for what he was doing and purchased the Maple Avenue property which is better suited. The site plan for Jones Auto received Planning Board approval in 2005 and this application is for an amended site plan. There are 2 driveways off the property on Maple Avenue for entering and exiting to the site. There is a concrete side walk. It is an existing 2 story building. The uses for the property are auto repair, office and warehouse storage. There is 800 square feet of warehouse storage for tires. There will be a grass area in the front of the building; there will also be a stockade fence for

screening cars to be serviced in the rear. There is a proposed 20ft drainage easement for an 18" pipe. City water and sewer serve the site. The building will have exterior lighting. The parking requirements is 12 spaces and the plan calls for 18 spaces. There is a paved area in the front and the back of building will be gravel. There is a space for a proposed sign and snow storage is shown in the southwestern section of the site plan. The plan calls for 6ft stockade fence screening the outside dumpster and propane tank. Some site improvements have been made although more needs to be done. Paving, striping and landscaping need to be completed and Mr. LeClair agreed to complete the work by November 15th and that could be a condition of approval. The hours of operation are 8am to 7pm hours. The neighborhood is attractive and is upgraded. This site should compliment the existing neighborhood characteristics. Mr. Coogan recommended the plan be accepted as complete.

Mr. Fowler asked if this is the only business operating out of this building as he had seen something about a sign shop last fall. Mr. Coogan advised that, to his knowledge, there are no other businesses listed on the application.

Mr. Patrick Dombroski advised he has no knowledge of any other business at the property as his focus was on the site plan only. Mr. Fowler asked Mr. Coogan if another business is operating out of the building, does that fact affect the application. Mr. Coogan advised it could affect this application if it is a retail business that would generate additional parking. Mr. Coogan advised that the application has no mention of a sign business and it specifically states that the use is for auto repair, tire sales and a retail office. Mr. Grigsby advised that they could make it a condition of the approval that there is only an auto and tire repair business. Mr. Coogan advised that the board should act on the site plan as presented.

Motion to: accept plan as complete.

Made By: Mr. Swift

Second: Mr. Grigsby

Vote: Unanimous

Motion Passed

Mr. Dombroski advised that the only thing he has done is the site plan. He can only help with the site itself, such as boundaries, physical features, etc. Ms. Richardson asked if this is going to be tire repairing or is it selling autos also. Mr. Coogan advised that it appears to be only tire and auto repair. Ms. Richardson advised that if the lot is used for car sales, then parking for autos for sale maybe an issue. If the front lot is for auto resale, that only leaves 6 spaces, three spaces on the side and three in the back. Mr. Coogan advised that Mr. LeClair has not completed the striping for the parking and that should be a condition of approval. Mr. Coogan and Ms. Engel also advised that the application does not reference auto sales. Mr. Fowler advised that you can see outside that there are autos for sale as none of the vehicles appear to be registered. Mr. Coogan advised that he does not recall the business receiving a license from the NH DMV to sell used cars. Mr. Fowler advised that the name does clarify the actual business. Mayor Pope advised that the Board has questions and no one is present to provide answers.

Motion to: Continue this application to the next meeting so they can have someone present who can answer their questions

Vote: Mayor Pope

Second:

Mr. Grigsby

Vote: Unanimous

Mr. Grigsby advised that there is a fenced in area for 20 vehicles in the rear and he is wondering if they will be parts cars or junkers and he understands that Mr. LeClair needs to be there to

answer those questions. Mr. Grigsby advised that used car sales lots need a certain number of parking spaces for sales and a certain amount of spaces for customers and that needs to be designated on the site plan. Mr. Grigsby advised that the location of the 20 cars needs to be indicated. Questions concern:

1. A second business at the 137 Maple Avenue site;
 2. Possible used automobile sales on site;
 3. Potential for used automobile sales in the future and
 4. The area noted on the plan for 20 “service vehicles” --- is that area dedicated for junked vehicles or is it for vehicles being serviced or a little of both?
- **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

Mr. Coogan advised that Planning and Development staff have met with the applicant about six months ago and Ms. Erin Darrow, P.E., the applicant’s engineer at that time, provided the staff with some engineering on Case Hill Road and the proposed private road. The applicant is proposing to have a private road serve four new lots. If this was going to happen, the City needs the required engineering information for the proposed private road. This information was submitted 6 months ago, although when this subdivision application was submitted, the required engineering information was not provided. Mr. Coogan wrote a letter to Mr. Lemieux advising him that that the subdivision application was not complete and requested the required information. Mr. Lemieux advised that he would like the application to be continued to the next meeting and he would like to meet with the TRC on September 12, 2006. Mr. Coogan has advised Mr. Lemieux that the City needs the engineering information when he attends the TRC meeting. Mr. Grigsby advised that he thought that Erin Darrow, P.E. was the applicant’s engineer on this project. Mr. Coogan advised that when the application was submitted, it only included Mr. Dombroski’s surveyed site plan.

Motion to: Continue the above subdivision application to September 25, 2006.

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

Mr. Coogan advised that there are a number of issues that need to be addressed, such as the Case Hill road improvements, proposed private road, connection with City water and the applicant’s responsibility to bring utilities to the site. In order to protect the City’s interests, Mr. Coogan recommends that a 3rd party engineer review the application for technical compliance.

V. Reports of Boards and Commissions

Mr. Coogan advised that the NH Office of Emergency Planning conference is scheduled for late October in Waterville Valley, NH. He encourages all Board members to attend.

VI. Adjournment

Motion to: Adjourn

Made by: Mr. Caplan

Second: Mr. Swift

Vote: Unanimous

Meeting Adjourned at: 7:30 pm

Respectfully Submitted,

Michelle Aiken

Boards and Commission Coordinator