


**CITY OF
CLAREMONT**
Planning Board Meeting
Monday, September 26, 2005, 7:00 p.m.
City Hall, Council Chambers, Claremont, NH

Minutes
Approved 10/10/05

Meeting called to order at 7:03 pm by Chair, Anita Engel

I. Roll Call: Anita Engel, Alan Grigsby, Mayor Scott Pope, Heather Giannuzzi, Frederick Kuriger, Jim Hanson, Erwin Caplan, Russell Fowler, Allan Berggren, Bruce Temple

Present: Anita Engel, Alan Grigsby, Mayor Scott Pope, Heather Giannuzzi, Frederick Kuriger, Jim Hanson, Erwin Caplan, Russell Fowler, Allan Berggren

Absent: Bruce Temple

II. Minutes of September 12, 2005 meeting

• **Corrections:**

1. Approved waiver motion to grant waiver of professionally drawn site plan along with made by, second and vote was not included in minutes and needs to be added.
2. Page 2 - Mr. Gruenbaum 3rd sentence - 2nd part of duplex should be referred to as 2nd unit so that it is clear that it is one building.

Motion: Approve September 12, 2005 minutes with corrections

Made By: Mr. Fowler **Second:** Mayor Pope

Vote: Unanimous

III. Old Business:

- **Landmark Natural Resources, LLC, Thrasher Road, Claremont, NH**—Appeal to the decision of the Claremont Superintendent of Highways for an access permit. Tax Map 70, Lot 48, Zoning District: AR
 - Applicant requests continuation to October 10, 2005.
 - Mr. Coogan, City Planner, presents that application requests continuation to 10/12/05 due to Dunn's request to meet with Mr. Coogan on 9/27/05 regarding agreement

Motion: To grant applicant's request continuation to October 10, 2005.

Made By: Fowler **Second:** Grigsby

Vote: Unanimous

IV. New Business:

A. Wayne and Marlene Jekubovich, 134 Clay Hill Road, Claremont, NH 03743 – have submitted an Application for Subdivision Approval, Minor; proposed Lot 1 - 1.470 acres, proposed Lot 2 – 10.113 acres . Tax Map: 57, Lot: 31, Zone: RR

1. Mr. Coogan stated that TRC did meet regarding application
2. Applicant has comments about feasibility of connection of sewer system since there will be extension of city sewer to Pleasant Valley estate. It is Mr. Coogan's understanding that this will not be possible because of the distance between the properties.
3. TRC requested additional septic information and had questions on adequacy of proposed driveway for emergency vehicle access – the smaller lot has a driveway and applicant proposes to use this driveway to access the larger lot. There is also a proposed driveway for the larger lot. There are two options.

4. TRC had question of configuration, “pork chop lot” and fact that perhaps there should be no future subdivision of lot. Applicant does not want to agree to this due to possibility of hindering future marketability. City recommendation is no further subdivisions on property.
5. The Fire Chief recommended sprinkler system because of distance from fire station– do not have basis at present due to nothing currently in city ordinance
6. Mr. McCutcheon presents for Mr. Patton whom is ill. Lot has subdivision approval from DES because of size. The information is provided on the plan with application number. The septic system can be relocated to the 4000 sq ft continuous area on lot 1 if original fails. The septic plan shows another 4k area on lot 2.
7. Access for proposed drive goes steeply immediately for a short distance and then levels at 7 grade a driveway could be put in with transitional material Reviewed questions w/city planner.
8. Chair Engel requests copy of letter of approval from DES. Mr. McCutcheon responds that one is automatically sent to the building office along with applicant it is not noted on plan yet but will be applied prior to Mylar preparation.
9. Mr. Grigsby requested clarification on the septic systems and what “if one fails means”. Mr. McCutcheon explains that there is currently a system that supports the house. The state requires a plan showing where another system could be located if current fails. Leech field square on plan is where current system is located.
10. Mr. Grigsby requested clarification on applicant’s objection to condition of city recommendation of no further subdivisions on property. Mr. McCutcheon responds that the applicant feels the condition would put a “cloud” on property at this time. If in the future someone may want to put a road in, the zones could change, city sewer could extend.
11. Mr. Kuriger questions 4000 sq ft area on lot 2 is that incase there is a house? Mr. McCutcheon stated that lot 2 has no structures one can be constructed and access, well site , septic provided if someone buys lot then they know at time of purchase a building permit

Motion: To accept subdivision application as complete

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

Vote: Unanimous

1. Open Public Hearing:

Abutter Roll Call:

Abutter	Mailing Address	Map	Lot	Noticed	Hearing
Wayne and Marlene Jekubovich present	134 Clay Hill Rd Claremont, NH 03743	57	31	9/14/05	9/26/05
Paton Surveys, PLLC Wayne McCutcheon present	492 Washington St Claremont, NH 03743			9/14/05	9/26/05
McElreavy Family Trust present	126 Clay Hill Rd Claremont, NH 03743	57	30	9/14/05	9/26/05
Paddy Hollow Realty Trust present	65 Pleasant Valley Estates Claremont, NH 03743	57	27, 29	9/14/05	9/26/05
Joanne Lemieux	415 Thrasher Rd Claremont, NH 03743	57	32	9/14/05	9/26/05
Rodney and Sylvia Miller	31 Park Ave Apt#3 Claremont, NH 03743	69	15	9/14/05	9/26/05
Ernest and Sally Boivin	39 Roberts Hill Rd Claremont, NH 03743	69	39	9/14/05	9/26/05

- **Close Public Hearing**

- Discussion:

1. Mr. Kuriger asks Mr. Coogan if the application is complete. Mr. Coogan states that he believes the plan is ready to be approved. Applicants have met all the regulations. The city solicitor has advised him to move in the direction of stating opinion not recommendations.
2. Mr. Hanson stated had stopped by the proposed driveway and it should be fine

3. Ms. Giannuzzi questions on proposed right-of-way easements if circumstance of approval. Mr. Coogan stated that this was added at request of applicant

Motion: To approve subdivision plan without conditions

Made by: Mr. Fowler **Second:** Mr. Caplan

Vote: Unanimous

B. Mark Prairie, 520 Main Street, Claremont, NH 03743 – has submitted a Site Plan Application with the proposed use being a 940 square foot Auto Sale Lot. Tax Map: 82, Lot: 4, Zone: B2, R1

1. Mr. Coogan stated that the site at 520 Main was approved in June of 1999 as a convenient store. Recent use was antique store. Adding autos would be an amended site plan. Will require new approved DOT driveway permit. New septic system design incase current system fails. Mr. Hinkley visited planning office and said he knew of no problems with septic system. Will be low use. Oil monitoring over number of years and favorable monitoring letters received. Mr. Coogan recommends the Board accept the plan as complete with information provided.

Motion: To accept the site plan as complete

Made by: Mr. Grigsby **Second:** Mayor Pope

Vote: Unanimous

2. Mr. Prairie and Mr. Dombroski step forward. Mr. Dombroski gives information that proposed hours are Monday – Saturday 9am to 7pm. 5 customer parking spaces provided at west end, 42 display cars, and exterior light at entrance of building.

3. NH DOT- expect letter any day regarding site plan – originally proposed parking in front on state property but denied by NH DOT. The plan was redesigned to accommodate denial and resubmitted.

4. The septic design is not fully complete. There is a location near NW corner of property is proposed site. Existing tank with outlet pipe where it goes do not know – it has been pumped and maintained – Jack McKenzie has maintained – Mr. Hinkley has pumped every other year – ground is very well drained – was never an approved design – building has been there since the 50s – if failure a new system would have to be designed per state law. It would not have to put in right away but if failure must be in with in 90 days. Property is served by city water. Mr. Prairie stated that there is only one toilet and one sink – no other drainage and no other usage. Mr. Prairie has checked septic and drainage and it ran well.

5. Mr. Berggren questioned if all mechanical work will be done offsite. Mr. Prairie responded that it will and the DMV will require written contract for repairs.

6. Mr. Berggren questions snow removal and snow pile being on the river bank. Mr. Dombroski states there is a sizable area behind building for snow storage roughly behind septic area, and some snow may need to be hauled away. Mr. Prairie states that winter scales down inventory to allow for additional snow storage. Mr. Hanson questions parking area and snow removal needs to make sure snow does not get pushed into river.

7. Mr. Hanson questions how cars will be delivered. Mr. Prairie has a car dolly and will not have delivery of vehicles. Mr. Prairie stated that he will arrange vehicles to utilize space.

8. ECS has done oil testing. Mr. Hanson questions if site clean. Mr. Prairie responds that of the 8 wells on property – 7 have tested clean as of last year – should be clean by April of next year-2 tanks are out back that will stay until project completed

9. Mr. Coogan recommended accepting with conditions.

2. Open Public Hearing:

Abutter Roll Call:

Abutter	Mailing Address	Map	Lot	Noticed	Public Hearing
Mark Prairie present	72 Breakneck Rd Claremont, NH 03743	82	4	9/14/05	9/26/05
Roger and Steven Hinkley	14 Bond St Claremont, NH 03743	82	3	9/14/05	9/26/05
James and Wendy Caruso	488 Main St Claremont, NH 03743	82	6	9/14/05	9/26/05
Alfred and Vera Johnson	PO Box 865 Claremont, NH 03743	82	67	9/14/05	9/26/05

Jerry and Shirley Bly	8 Bowker St Claremont, NH 03743	70	37	9/14/05	9/26/05
John and Mary Vincent	PO Box 1654 Claremont, NH 03743	70	65	9/14/05	9/26/05
Thomas Dombroski present	19 Myrtle St Claremont, NH 03743			9/14/05	9/26/05

- **Close Public Hearing**

- Discussion:

1. Mr. Hanson would like to make sure snow does not go into the river and would like to see stockade fence. Ms. Giannuzzi agrees there should be something on backside to prevent.
2. Mr. Prairie suggests removing cars from side of property in winter and pile snow into corner in right side and ship out excess. Would like to use beauty of river as part of landscaping

Motion: To approve subdivision application with following conditions:

1. No parking of vehicles in NH State right-of-way
2. Inventory is reduced during winter months in order to accommodate snow storage in SW corner of lot. Excess snow to be removed from property at owner's expense.
3. Driveway permit approval by NH DOT
4. Septic design approval by DES

Made by: Mayor Pope **Second:** Mr. Grigsby

Vote: Unanimous

C. Mill Redevelopment Project

- **Woven Label, LLC, Mill Road, structure known as Woven Label Mill, Claremont, NH 03743** – A Site Plan Application has been submitted to rehabilitate and convert the structure. The proposed use, construction and/or modifications resulting in a 6,965 square foot, 200-seat restaurant, and 7,965 square feet in hotel meeting rooms. Tax Map: 120, Lot: 2, Zone: MUM
- **Sugar River Mills Redevelopment, Co, LLC, 29 Water Street, structure known as Peterson Mill, Claremont, NH 03743** – A Site Plan Application has been submitted to rehabilitate and convert the structure. The proposed use, construction and/or modifications resulting in 47 condominium units, 68,740 square feet of multi-family residential. Tax Map: 120, Lot: 3, Zone: MUM
- **Sugar River Mills Redevelopment, Co, LLC, 21 Water Street, structure known as Wainshall Mill, Claremont, NH 03743** – A Site Plan Application has been submitted to rehabilitate and convert the structure. The proposed use, construction and/or modifications resulting in 40,000 square feet of office space, and a 20,000 square foot hotel. Tax Map: 120, Lot: 6, Zone: MUM
 1. Mr. Coogan stated that mill redevelopment proposal is presented as one package and is not a typical site plan working in a built up urban. The mill development is a public/ private partnership program and a portion is based on the work that the city will be doing.
 2. Mr. Coogan gives description of proposed use of all 3 mills and reemphasizes that projects are dependent on themselves, each other and how the city is moving forward.
 3. Landscaping is a work in progress. The US Dept of Interior has to review final landscaping plans because tax credits are involved
 4. Will have demonstration of fire protection and emergency vehicle access
 5. Regarding parking. The city wants to better manage existing parking and traffic flow. Once the "Sawtooth" parking structure is added there will be an additional 250 spaces. Of the total spaces available (Which includes a combination of existing and proposed) 94 are required by Peterson, the Woven Label will need 52, and the Wainshall will require 120 spaces. The city does have a plan in place for a city financed project - City Council approved TIF to finance and other financing available to make possible. It is likely snow storage will be removed off site. Applicants have to obtain several DES permits along with city permits which include connection to city water and sewer. Mr. Coogan concludes that the city has been working on for 1 ½ yr and turns over to Brian Bennett of McFarland and Johnson of Concord, NH who is working on infrastructure for the city. He is also a former city employee in 1990.

6. Brian Bennett gave brief description of upgrade and improvements to water street corridor. Right now in conceptual design phase, hope to have completed by next month. Need wetland permit to upgrade storm water discharge. The design for the bridge is also in his office and currently in conceptual design. The traffic analysis has been done and is almost complete. A landscape architect is assisting with pedestrian quarters. McFarland Johnson is working closely with developers and engineers to accommodate needs.
7. Kurt Beek, City of Claremont, Planning and Development Project Manager, overseeing all city finance projects, road improvement, water sewer, and Sawtooth. Mr. Beek presented the timeline of the city portion of the project. The parking garage should be constructed by December 2006.
8. Rusty McLearn presents for Woven Label LLC and initially apologizes for his partner Alex Ray not being present. Mr. Ray is in New Orleans involved in Hurricane Katrina relief efforts. Mr. Ray has 12 restaurants (Common Man Restaurant Group) throughout the state. The Common Man in Ashland began in 1971 and is still a thriving business. Mr. McLearn states that Woven Label LLC is responsible primarily for the Woven Label. He gave a description of the building as being stout, well built, and in a great location, 2 stories, in good structural shape from their perspective will be a 200 seat restaurant, meeting room, 6 rooms of inn, covered walkway to Wainshal. Mr. McLearn gives brief description of plan. The building will be fully sprinkled and will meet all fire safety requirements. Mr. Grigsby questioned means of egress. Mr. McLearn points out on plans and stated designed per fire department requirements. Mr. Grigsby questioned plans for outside deck. Mr. McLearn responded that there will be a large slate and brick terrace with the tree that is currently there.
9. Mr. Coogan points out that site plan shows limited land because all three buildings have limited land to work with.
10. John Illick of Sugar River Mills Redevelopment presents on the Peterson and Wainshal Buildings. Mr. Illick reiterates that all three mills and infrastructure are all linked together because the entire lot is basically the footprint of building therefore there must be a good relationship with the city in order to succeed.
11. It is important to involve use of historic and new market tax credits. The courtyard area between 3 buildings is city property.
12. The space is fronts to all 3 buildings have to have utility and front yards to function – conflicting use as yard, emergency vehicles, space between buildings woven label and Peterson is very narrow, has to have sidewalks, space for emergency vehicles, will have a steady stream of traffic between Woven Label and Wainshall.
13. The Peterson will have active pedestrian circulation along the north face where front doors will be. The Wainshall will require deliveries on a regular basis. Mr. Illick points out loading dock location and reason for location.
14. In order for the Mill District to receive historic tax credits the Dept. of Interior standards must be met. Mr. Illick pointed out emergency vehicle access and pedestrian circulation including walkway to the rest of the Historic District. Mr. Illick would like to see the mill district as an integral part of downtown and it needs to be inviting. 6 to 8 foot sidewalk will be a sort of overlook – can be a very lovely spot – provide connectivity between upper and lower level with stairs. Architecture will include retaining wall between sidewalk and building to give tenants privacy. Wainshal addition of loading dock and canopy – cannot put to much on the roof – use of mechanical on roof is discouraged – will be low profile pointed out locations of transformers down below retaining wall may incorporate fencing - Peterson will have patio gardens – 8 units on 1st floor with 8 entrances – required egress pointed out.
15. Mr. Coogan stated that in his opinion the applications are complete.
16. Mr. Grigsby questions plans complete if in conceptual stage – still a work in progress.
17. Mr. Coogan explains that the properties meet all site plan review requirements. Mr. Coogan explained that the city has a development agreement and in order to start construction the buildings need site plan approval. It would not have been brought to the board if not acceptable and is the culmination of 1 ½ year effort.
18. Condo documents can be a condition of approval, along with provision that not more than one entity can own more than 25% of Peterson condos.
19. Mr. Kuriger questions if expectation is to approve, and also if usual sequence is Planning approval prior to HDC. Mr. Coogan confirmed both.

20. Mr. Grigsby questioned traffic count and parking. Mr. Coogan gives brief parking description along with the fact that the restaurant has 11 parking spaces on site.
21. Mr. Hanson states that infrastructure work depends on city. Mayor Pope questions traffic flow. Mr. Fowler expresses concerns with parking space use and how use is to be controlled. Mr. Illick states there is no privately owned parking. The Sawtooth will have designated parking for condo owners, and a substantial area for drop off in front of the Peterson so that people can drop off to unload. Mr. Illick hopes that a handful of spaces will be designated on street for 15 minute parking.
22. Mr. Grigsby questions reason for loading dock. Mr. Illick responds that office use will require loading dock - not manufacturing – not looking to add more residential.
23. Mr. Kuriger questions construction timeline. Mr. Illick stated that timelines are difficult to predict due to process from construction standpoint, will also do external work of woven label – construction challenge is logistics – a lot of work in a small space – needs space for construction aspect and logistic with city.
24. Chair Engel questions consideration of day to day operations with state building next door. Mr. Illick shares concern because of safety and how work is being done – there may have to be restrictions.
25. Mr. Kuriger questions completion date. Mr. Illick responds that they are bound by a contract with one of the tenants to have completed by December 2006.
26. Mr. Berggren questions what will happen to terrace and lower level during ice out. Mr. McLear explains that this was researched and the properties are not in the flood plain – approx 2 feet higher than floodplain.
27. Mr. Caplan mentioned that one of the dams was lowered since the most recent maps have been published and that this should give the buildings more of a clearance. Mayor Pope stated that in process of changing maps because of dam being lowered. Mr. Fowler questions city’s financial responsibility regarding project. Mr. Coogan and Mr. Lyons give brief overview.
28. Mr. Berggren questioned if it would be wise to wait for more public input. Ms. Giannuzzi pointed out that the Public Notice has been published and posted along with abutters being notified. The lack of citizen’s at the meeting is not due to not being aware, but more of a show of support and lack of objection.

Motion: To accept site plan application as complete

Made by: Mr. Berggren **Second:** Ms. Giannuzzi

Vote: Unanimous

3. Open Public Hearing:

Abutter Roll Call:

Abutter	Mailing Address	Map	Lot	Noticed	Public Hearing
City of Claremont present	58 Opera House Square Claremont, NH 03743	119/120	348/2, 5, 7, 9	9/14/05	9/26/05
SG Propane of NH, Inc.	PO Box 7000 Lebanon, Missouri, 65536	120	10	9/14/05	9/26/05
JD Bourdon Realty	91 Main St Claremont, NH 03743	120	1&2-1	9/14/05	9/26/05
The Architectural Studio	86 Chosen Vale Lane #301 Enfield, NH 03748			9/14/05	9/26/05
Pathways Consulting, LLC	PO Box 600 Claremont, NH 03743			9/14/05	9/26/05
New Branch Properties, LLC	RR 2 Box 468 East Rd Cornish, NH 03745	120	29	9/14/05	9/26/05
UK Architects, PC	23 S. Main St. Suite 2A Hanover, NH 03755			9/14/05	9/26/05

- Mike Satzow, Chairman of CDA, expresses that tonight is a historic, exciting night and that he feels that it is something that has been coming for 30 years. Compliments the developers and all involved. Mr. Satzow thanks the developers for seeing the economic opportunity that Claremont presents.

Close Public Hearing

- Discussion:
 1. Mr. Berggren questions if walkway is handicap accessible. Mr. Illick confirms. Mr. Kuriger questions on how developers view pedestrian bridge? Mr. Illick’s perspective is that short term will not affect a great deal since there is very little immediate development on north side of the Sugar River.
 2. The city owns much of the land on north bank – city would like to develop that portion –then connection will be obvious. Mr. Berggren responds that for years he has looked to develop that area as a public gathering place.
 3. Ms. Giannuzzi states that these applications are very unique because of restrictions being forced upon developers due to historic grants, federal regulations and city involvement. These developers do not have free reign because there are so many things that have to be followed to the letter on the state, federal, city levels.

Motion: To approve site plan for structure known as Woven Label Mill

Made by: Ms. Giannuzzi **Second:** Mr. Kuriger

Vote: Unanimous

Motion: To approve site plan for structure known as Peterson Mill

Made by: Ms. Giannuzzi **Second:** Mr. Kuriger

Vote: Unanimous

Motion: To approve site plan for structure known as Wainshall Mill

Made by: Ms. Giannuzzi **Second:** Mr. Kuriger

Vote: Unanimous

V. Other:

1. The NH Office of Planning is having an annual conference on Saturday 11/5/05 if interested in attending contact Suzanne Ripka.
2. Mr. Kuriger voices concern that the mills project goes before the Historic District Commission.

VI. Reports of Boards and Committees:

VII. Communications:

1. Mr. Fowler reported that he and Mr. Caplan attended the ethics portion of a Lecture Series and one thing that struck him is that they insisted that there should never be any non-public meetings. This led to a discussion and explanation of RSA that allows such meetings.
2. Update on item being discussed during non-public session portion of 9/12/05 meeting. Mr. Coogan presented that the applicant has met with the state. The state gave a 10/7/05 deadline which is the same as City of Claremont deadline.
3. Mr. Fowler requests status of Home Depot landscaping that was to be completed. Mr. Coogan understands that the site work is related to roadwork – related to widening of. Mr. Coogan will talk to developer and get more information.
4. Mr. Berggren questions chronic encroachment on rail trail by truck company on Washington Street. Mayor Pope will look into.

VIII. Adjournment

Motion: To adjourn

Made By: Mr. Kuriger
Vote: Unanimous

Second: Ms. Giannuzzi

Adjourn 9:25 pm

Respectfully Submitted By,

Suzanne Ripka