



**Planning Board Meeting**  
Monday, October 26, 2009  
Council Chambers, City Hall at 7:00 pm

**Meeting Minutes**  
**Approved 11/09/09**

**I. Roll Call**

**Present:** Peter Guillette, Erwin Caplan, Paul LaCasse, Deb Cutts, Lori Richardson, Adam Burke, Richard Wahrlich, Catherine MacKenzie, Erwin Caplan, Brian Rapp,

**Absent:** Andrew Austin

**City Staff:** Mike McCrory, Interim City Planner; Katrina Spaulding, Administrative Assistant

**II. Review of Meeting Minutes from October 12, 2009**

**Motion to:** Approve the October 12, 2009 meeting minutes as amended.

**Made by:** Deb Cutts      **Second by:** Paul LaCasse      **Vote:** Unanimous

**III. New Business:**

- **(PL2009-00013) Charles & Brenda Saunders, 8 Melrose Street** seeks a Lot Line Adjustment approval for two lots on Melrose and Belding St. Tax Map 95, Lot 106, and Tax Map 95, Lot 107, Zoning District R-2.

**Project Description:**

The applicant proposes a lot line adjustment between two existing lots, 9 Melrose Street and 90 Belding Street. This is a form of a Sub-Division and treated in the same manner.

**Preliminary Planning Considerations:**

The proposed lot line adjustment will increase the Saunders lot (95-107) to 0.27 acres and decrease the Smolnik lot (95-106) to 0.35 acres. The resultant lot dimensions comply with minimum criteria for the Residential II zoning district. The application materials submitted sufficiently addresses the submission requirements under the City of Claremont Subdivision Regulations.

**Standard Conditions:**

1. The applicant shall file for approval of the Final Plat in accordance with Section 4.09: Final Plat of the City of Claremont Subdivision Regulations.

Thomas Dombrowski, Surveyor, presented individual copies of the lot line adjustment and clarified where the new property boundaries will be located.

Applicant wants to purchase approximately 30 feet of property from Dorothy Smolnik, which is 11,500 square feet. This will allow for more land for the Saunders to improve their setbacks to do improvements to their existing garage.

There is a shed on the Smolnik property that will need to be moved as it will be on the Saunders property. It is quite small and easily moved.

**Motion to:** Accept the Application as complete

**Made by:** Adam Burke

**Second by:** Paul LaCasse

**Vote:** Unanimous

Open Public Hearing

Close Public Hearing

**Motion to:** To approve the lot line adjustment as submitted with the condition the shed be moved to meet current setbacks on Smolnik property.

**Made by:** Deb Cuts

**Second by:** Paul LaCasse

**Vote:** Unanimous

- **(PL2009-00014) Old Church Road Real Estate, 136 Maple Avenue**, requests a Waiver of Site Plan for Tax Map 130, Lot 119, Zoning District B2. Location **136 Maple Avenue**.

### **Project Description:**

The Applicant seeks a waiver from Site Plan Review for the addition of approximately 24 parking spaces to the site. The additional parking will meet existing parking demands. The expanded parking will convert approximately 3,960 square feet of lawn to parking.

### **Preliminary Planning Considerations:**

The applicant is relying on an existing site plan and will nominally increase the on-site parking. This petition to the Planning Board for a waiver from Site Plan Review meets the criteria laid-out in Article VII of the Site Plan Regulations.

Planning Staff have conducted a site visit to review the proposed area to be converted to parking. It is the understanding of the Staff that the Department of Public Works will be involved in the construction process to ensure proper execution of storm water best management practices.

With the existing site layout the parking is on the side radius of the curve currently. This will not substantially change the character of the proposal. There weren't any site measurements done to verify the 9 x 19' requirements would be met for parking sizes.

Mr. LaCasse asked if there were any requirements for the lot coverage or grass area and Mr. McCrory said this only applies to the building footprint. Mr. LaCasse said there needs to be a 10' setback from the vehicles and the storage of propane tanks. Mr. McCrory doesn't believe this applies to parking and parked cars.

As a waiver request, this doesn't not need a motion by the Planning Board to accept the application as complete.

Kevin Onella, from Lempster, was present to represent National Field Reps. He said he is certain there is more than 10' to the top of the propane tanks and where the parking lot is going to end. There will be (9) bollards constructed around the tank. 3,960 square feet of lawn will be disturbed for the parking and will be to the right hand side of the building

Deb Cutts wanted to know what the limitations of the board would be if this is merely a waiver request. She wanted to know if the questions or additions were going to be added, was this possible of a waiver. Peter Guillette said it was his understanding the Board could in fact accept a waiver pending conditions being added to it if so voted.

Mr. LaCasse said he looked at the site on his way by the building and it appears the parking is located to the right of the building and not on the left as the plan seems to show it on the left. The correction is the parking will be on the right and will be diagonal marked spaces.

Brian Rapp asked if there were any previous restrictions to the original site plan regarding parking. Peter Guillette said the original copy of the plan isn't available but parking doesn't typically have any conditions.

Mike McCrory saw the original Site Plan and because the application is for a waiver, it doesn't appear to have any reason to refer to the original site plan.

Mr. Guillette asked if it would be appropriate to approve the waiver as long as there aren't any restrictions on the original plan. Mike McCrory said it would be ok to approve pending the research. Mr. McCrory will review that information with the applicant.

Mr. LaCasse also wanted to verify the propane tank is inspected with the fire chief to guarantee NFPA approval for the above ground tanks.

Adam Burke asked if conditions were actually allowed to be added to a Site Plan Waiver request. Deb Cutts also is concerned about this process.

Mike McCrory said we are seeking assurances by the applicant to meet the request of the Planning Board and when doing this the staff follows up with the applicant to keep the action in place.

**Motion to:** Approve the Site Plan Application Waiver with the added conditions of staff reviews with the Fire Department and the NFPA for the propane tanks as well as the review of the original Site Plan to verify there aren't any parking restrictions.

**Made by:** Adam Burke

**Second by:** Paul LaCasse

**Vote:** Unanimous

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

Adam Burke said the Conservation Commission had 4 students speak to the Board that attended camps funded by the Commission.

Mr. Guillette went to the conference at Loon Mountain and mentioned the work force housing presentation he heard was excellent. He will hand out information to the other board members.

#### **V. Other**

#### **VI. Correspondence**

Peter Guillette wanted to make the public aware of a meeting scheduled for October 27th at the Sugar River Tech Center there will be a panel meeting with guests regarding the tax cap and items which will be on the ballot on November 3<sup>rd</sup>. Tomorrow evening also the chair of the Planning Board and Zoning boards will attend the Open space meeting at the Visitors Center.

November 3<sup>rd</sup> is voting day.

## **VII. Adjournment**

**Motion to:** Adjourn

**Made by:** Paul LaCasse

**Second:** Brian Rapp

**Vote:** Unanimous

Meeting Adjourned at: 7:30 P.M.

Respectfully Submitted,

Katrina Spaulding  
Administrative Assistant