



Planning Board Meeting
Monday, November 9, 2009
Council Chambers, City Hall at 7:00 pm

Meeting Minutes
Approved 11-23-2009

I. Roll Call

Present: Peter Guillette, Paul LaCasse, Deb Cutts, Lori Richardson, Adam Burke, Richard Wahrlich, Catherine MacKenzie, Brian Rapp, Andrew Austin

Absent: Brian Rapp Erwin Caplan, Andrew Austin

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

II. Review of Meeting Minutes from October 26, 2009

Motion to: Approve the October 26, 2009 meeting minutes as presented.

Made by: Adam Burke

Second by: Deb Cutts

Vote: Unanimous

III. New Business:

- **(2009-00015) ML Limoges, LLC, 296 Elm Street** seeks a waiver of a site plan for an addition to an existing facility. Tax Map 107, Lot 125, Zoning District B-2. Location **286 Main St.**

Project Description

The Applicant proposes to add onto the existing office building on the property. The 18 foot x 60 foot addition will augment the existing office space in the building, which will remain as the primary structure on the property.

If there is an expansion of more than 10% of an existing facility it is required to have the planning board review.

Primary Planning Considerations

Given the nature of the proposed expansion of the existing office building and the historic use of the property it is the opinion of Staff that this proposal will not result in a Change to the existing use of the site, nor will it substantially change the traffic or parking demands on the site. The Applicant has supplied a site plan for the Planning Board to review in its consideration of the waiver request.

This property has an existing site plan and the Applicant has the right to request a waiver of Site Plan Review based on the information presented. There will be no modification of the existing site layout, except for the increased building size (approximately 60% increase).

Mr. LaCasse asked how parking would be made accessible to the facility. Mike McCrory said the applicant would be good to ask.

Mark Limoges said there will be no more traffic than there is presently. It would allow for more office and warehouse space but there won't be any more foot traffic. One driveway will be eliminated and the traffic will travel through the lower gate.

Mr. LaCasse said if the site plan is waived then he would like to see the need for the additional parking spaces be waived as well.

Mr. Wahrlich asked about site plan waiver's and if conditions could be placed on them or not. He wanted to know if this was allowable or not. Mike McCrory stated there can not be enforced conditions on a waiver but there can be an agreement made with the applicant.

Deb Cutts asked if there were any rules about what happens when you get a site plan waiver request and there were a couple of gentlemen's agreements made and not carried out, how would they be enforced. Mike said there would be enforcement by the Planning Office. Deb would like to see a clear explanation of what is allowed and what is enforceable with a site plan waiver.

Peter Guillette stated if there were to be conditions put on the applicant, then it might be a good rule of thumb to require a site plan. Otherwise perhaps keeping it off the site plan and approving the waiver without conditions.

Deb Cutts asked if the additional development will have life safety issues and will it be enforced through code enforcement. Mike stated this is already occurring and being followed up.

Motion to: Approve the site plan waiver and waive the need for additional parking spaces.

Made by: Adam Burke **Second by:** Deb Cutts **Vote:** Unanimous

- **(2009-00016) Rick Devoid, Northwood Power Equipment, Northwood, N.H,** requests a Site Plan for Tax Map 120, Lot 236, Zoning District B-2. Location **153 Washington St.**

Project Description

The proposed project includes a change in use on the property from a service station to tractor service and sales. The Applicant plans to occupy the building with no change to the building footprint or the impervious area on the site.

Primary Planning Considerations

Given the nature of the proposed use and the historic use of the property it is the opinion of Staff that this proposal will not change historic traffic or parking demands on the site. The Applicant has supplied a site plan with specific waiver requests from the Site Plan Submission Requirements.

There will be no modification of the existing site layout, except for the placement of tractors and equipment on the lawn area as a display. During Staff review of this proposal, it was noted that the traffic entering and exiting the site is of concern with regard to conflicts with Washington Street traffic.

Standard Conditions

Conditions Precedent

1. The applicant shall obtain and receive approval for all necessary permits as determined by the City of Claremont Public Works Department.
2. The applicant shall obtain and receive approval for all necessary permits as determined by the State of New Hampshire.

Conditions Subsequent

1. The applicant shall obtain and receive approval for all necessary permits as determined by the City of Claremont Building Department.
2. Prior to issuance of a Certificate of Occupancy, the owner/applicant shall notify the Zoning Administrator and Building Inspector that the project is ready for final inspection. Completion of the project shall be in substantial compliance with the plans submitted for review and all conditions of approval.
3. This Site Plan is valid for three (3) years from the date of approval. If a building permit has not been issued before the three-year deadline, the site plan is no longer valid and must be recertified through the Planning Board.

Mr. LaCasse asked about the Site plan and wanted to know if the thatched areas were grass. Rick DeVoid said it will be where the equipment is going to be parked. The inlet to the parking lot will not be changing at all. The entrance was formerly at the North end and now is at the South End. The old Site Plan was prior to acquisition of the property by the state for the widening of the road.

Adam Burke asked about the parking requirements. Mr. McCrory said for a 3,150 sq feet building this would be approximately 10 parking spaces. There are about 18 spaces available.

Mr. LaCasse asked about service to equipment and discard of old parts. Mr. DeVoid said this would be only light service to equipment and heavy repair would be sent to their Northwood, N.H. site.

Mr. LaCasse asked if they could have a revised and original Site Plan created for the record. Mr. DeVoid said they are currently in negotiations with purchasing the site and it would cost \$4,000 to have an updated plan completed according to the

Motion to: Accept the application as complete

Made by: Adam Burke **Second:** Lori Richardson **Vote:** Unanimous

Open Public Hearing

Close Public Hearing

Mr. LaCasse asked if the equipment would be new. Mr. DeVoid said they will be displaying new tractors.

Ms. Cutts asked where the entrance will be for the site. There is a concern for left turning vehicles onto Washington Street. The site has been this way and operated this way for a number of years.

Ms. Cutts wanted to know if at some time there was a stipulation placed if any new business were to open on Washington Street there would be a restriction on left hand turns. Mr. McCrory said the technical review committee did have some concerns about this conflict. He mentioned

to the Board this could be a requirement placed on the Site Plan with supporting signage indicating turn direction.

Mr. DeVoid did indicate this was safer than other areas on Washington Street as there is a traffic light and it is easier to follow or exit with the lights.

Motion to: Accept the Site Plan and approve the Waiver of the Site Plan Document prepared by a registered land surveyor and to include the standard conditions and conditions subsequent.

Made by: Adam Burke **Second:** Lori Richardson **Vote:** Roll Call

Deb Cutts - No

IV. Reports from Boards and Commissions

Mr. Guillette spoke to a recent meeting he attended for the Open Space Ordinance Committee and wanted to share his experience. He said they will look at Zoning and try to make some of the zoning requirements less restrictive. They feel there is too little land which is zoned Commercial Industrial. Mike McCrory said the next meeting for this committee will be November 23rd.

V. Other

VI. Correspondence

VII. Adjournment

Motion to: Adjourn

Made by: Adam Burke

Second: Paul LaCasse

Vote: Unanimous

Meeting Adjourned at 8:05 P.M.

Respectfully Submitted,

Katrina Spaulding
Administrative Assistant