



**CITY OF
CLAREMONT**
Business Corridor Project Steering Committee
Tuesday, April 22, 2014 at 5:00 p.m.
The Visitor's Center
14 North Street
Claremont, NH

MINUTES
Approved 5/12/2014

I. Roll Call

Present: David Putnam, Victor Bergeron, Martin Davis, Roz Caplan, Thomas Rock, Richard Wahlrich

Absent: Russell Fowler, William Greenrose, James Feleen

City Staff: Michael McCrory, Nancy Merrill

II. Introductions

Motion: to accept the agenda.

Made by: Mr. Davis **Second:** Mrs. Caplan **Vote:** Unanimous

Motion: to approve minutes from March 25, 2014.

Made by: Mr. Davis **Second:** Mr. Bergeron **Vote:** Unanimous

III. Old Business

- Scenario Planning Update
MMcCrory did not bring results from the Scenario Planning work, but indicated the scenarios were completed and the outputs need to be processed. DPutnam asked about mapping of those outputs and NMerrill agreed the mapping would help with visualization of the results.
- Adoption process for regulations
MMcCrory noted the grant period for this project is over June 30 and the goal is to provide draft language in May for the Committee to review and discuss in May and June. It would be best to have a public session in early June to present the project findings.

RCaplan asked the purpose of the hearing and DPutnam responded the hearing will provide the public the opportunity to learn about the proposed regulations and respond with comments.

DPutnam asked about time extension for the project. MMcCrary said no, but the intent is to provide an action plan for the process after the end of June – Planning Board, Legal Review, and City Council review would be after the termination of the grant. MMcCrary noted he will be providing an update for the project to the Planning Board during the April 28 Planning Board meeting.

MMcCrary will send a calendar request for meetings to the Committee members. Tentative dates: May 12, possible meeting week of May 27.

- Guidelines for the City
Lighting – MMcCrary explained there will be guidelines and regulatory changes for lighting. MDavis asked if the regulations would integrate Dark Sky Initiative standards and MMcCrary stated that the regulations and guidelines would acknowledge the intent of the Dark Sky Initiative without the extensive regulatory standards associated with it. NMerrill commented that abutters for Site Plan applications have complained in the past about excessive lighting on certain projects and this will help address that issue. The lighting would be directed downward.

DPutnam asked about residential lighting and impacts on neighbors. MMcCrary responded there are no standards about nuisance for neighbors. MDavis asked about reduction of late night reduction in lighting - NMerrill responded that the City is looking at this for the parking garage in downtown where there will be the opportunity for new LED fixtures to reduce to 40% output during after hours.

BFolta asked if there would be changes to the regulations that may affect the entire City. NMerrill identified the changes to the sign regulations and the lighting regulations may affect other properties in the City. He noted the distance between guidelines and regulations is short and the Committee should be careful about the political implications.

NMerrill explained there are issues that arise these days that require the City to take some action to address the issues. For example, stormwater issues are an increasing concern with more frequent extreme events and citizens calling the City to complain about flooding from neighboring properties.

TRock observes that guidelines are useful because they may not apply to all situations and they give the City the capacity to be responsive to certain conditions on a case-by-case basis. DPutnam concurred stating the guidelines are the best step for the City at this time. BFolta asked about clarity about how new

regulations may apply to the City and DPutnam agreed that there would be mapping necessary to clarify the affect of the program.

The guidelines enable property owner education without requiring layers of additional professional services and unnecessary construction costs. DPutnam asked about the applicability of the guidelines. The Planning Board could use the guidelines to assist their review of the site plan proposals. Without guidelines there is no common discussion point. Regulations may impose rigid standards that may not apply to that site. VBergeron commented there is a difference between regulations and guidelines and the latter approach is a preferred option. RWahlrich likes how guidelines encourage property owners to think outside the box and have creative solutions. TRock commented there needed to opportunities for variability in design like signs.

- **Public Outreach**
Public meeting June 3. Postcards should be sent to affected areas. The location for the public meeting will be the River Valley Tech School – Goodrich Community Room. Confirmation pending.

The Committee provided input on the presentation to the Planning Board. Clarifying the impacts to the individual zones would be important. The focus changes: zoning, stormwater, lighting, signage, landscaping. DPutnam noted that guidelines are important to explain.

IV. Adjourn: Meeting adjourned at 6:10 PM