



Planning Board Meeting
Monday, October 14, 2013
Council Chambers, City Hall at 7:00 pm

MINUTES
Approved 11 12 2013

I. Roll Call

Present: Peter Guillette, Richard Wahrlich, Victor Bergeron, William Greenrose, James Short (alt)

Absent: Bruce Kolenda, James Neilsen IV, Rusty Fowler

City Staff: Michael McCrory, Interim City Planner; Danielle Coolidge, Minute Taker

James Short will sit in for an open seat.

II. Review of Minutes September 9, 2013

Motion: to approve the minutes from the September 9, 2013 meeting with the following corrections: 1) Note that Mr. Short sat for seat one 2) Correct when the public hearing opened and closed.

Made By: Mr. Greenrose

Second: Mr. Short

Vote: Unanimous

III. Old Business

[Moved to next meeting of the planning board]

- **Zoning Updates** - Review of corrections to the recently adopted City Center Project zoning amendments.
- **Draft Site Plan Regulations** - Discussion of draft amendments to the Site Plan Regulations.
- **Staff Review of Approved Site Plans**

Mr. McCrory stated that they have begun reviewing approved site plans and have found some applicants are not in compliance with the conditions of approval. He has made contact with the applicants to discuss the inconsistencies with the site plan approvals.

Mr. Greenrose asked if Mr. McCrory could generate a summary report of the violations found so that the Planning Board could analyze what violations are common problems.

Mr. McCrory stated that making quick summary of common issues would be a reasonable request.

IV. New Business

- **(PB2013-00011) Waldemer & Henryka Helicki, Claremont, NH** – Applicant seeks approval for a lot line adjustment. **Property Location:** 187 & 193 Twistback Road, Claremont, NH, Tax Map/Lot 94-3 & 94-4 Zone R-1.

Motion: to accept application as complete.

Made By: Mr. Greenrose **Second:** Mr. Short **Vote:** Unanimous

The proposed lot line adjustment, is a type of minor subdivision. This lot line adjustment will not change the area of either parcel affected by the lot line adjustment.

Open Public Hearing

James Fleury, an abutter located at 173 Twistback Road, Claremont, NH Tax Map/Lot 94-6, was present and requested clarification concerning why he was notified via certified mail about the proposed lot line adjustment if it was not going to affect his property lines.

Mr. Guillette informed Mr. Fleury that all abutters are notified whenever an applicant comes before that board because in some circumstances what an applicant is proposing to do on their own land can have an effect on abutters and the board takes that into consideration.

Close Public Hearing

Mr. Dombrowski, the land surveyor for the applicant, stated that the lot line adjustment was simply pivoting the current property line and he felt the application was very straightforward.

Motion: to approve the application for a lot line adjustment with the following conditions: (1) The applicant shall submit two copies of the approved Minor Subdivision to the Planning and Development Office in accordance with the Subdivision Regulations and suitable for recording at the Sullivan County Registry of Deeds.

Made By: Mr. Bergeron **Second:** Mr. Short **Vote:** Unanimous

V. Adjournment

Motion: to Adjourn

Made By: Mr. Greenrose **Second:** Mr. Wahrlich **Vote:** Unanimous

Meeting adjourned at 7:18 PM

Minutes Respectfully Submitted by Danielle Coolidge