



PLANNING BOARD MEETING
Monday, December 11, 2017 7:00 PM
Council Chambers, City Hall

MINUTES
Approved 1/8/2017

I. Roll Call

Present: David Putnam, James Short, Bruce Kolenda, Marlene Jordan, Richard Wahrlich, Marilyn Harris, Allen Damren

Absent: Nick Koloski, William Greenrose, Charlene Lovett

City Staff: Michael McCrory, City Planner

II. Review of Minutes

- November 13, 2017

Motion: To accept the minutes of November 13, 2017

Made by: Mr. Short **Second:** Mr. Damren

Vote: Unanimous in favor

III. Old Business

There was no old business.

IV. New Business

- **(PL 2017-00018) Polish American Citizens Club of Claremont, 142 Main Street:**
Application for Site Plan Approval for creation of a parking lot at 142 Main Street and 29 Union Street. Tax Map 107, Lots 8 & 9. Zoning Districts: MU & CR2

Mr. Wahrlich read the public notice.

Mr. McCrory said the applicant has limited on-site parking is looking to acquire the adjacent property, demolish the structure on it, and expand their parking lot. Because the property is located in the Historic District, it had to be presented to the Historic District Commission (HDC). The HDC approved the demolition of the house with the condition that the proposed parking lot plan be presented at the HDC meeting in December.

Mr. McCrory said the plan meets the requirements for this type of plan and said it was administratively complete.

Motion: To accept the plan as complete

Made by: Mr. Short **Second:** Mr. Putnam

Vote: Unanimous in favor

Mr. McCrory said that the Polish American Citizens Club (PACC) building and part of the existing parking lot are located in the MU district. The remainder of the existing parking lot and all of the proposed parking lot are in the CR2 district. The principal use (the Club) is allowed in the MU district; the existing parking lot is considered accessory to the Club and is therefore allowed. The parking lot on the adjacent lot is not allowed as a principal use in the CR 2 district. However, if the two lots are merged, the second parking lot becomes accessory to the Club, and the zoning issue is resolved.

Mr. McCrory said that the plan had been viewed by the police and fire departments and by DPW. All have agreed that providing this additional off-street parking is good, especially in light of the upcoming Main Street reconstruction project coming in the spring. DPW had asked about drainage from the site

There were no concerns with site circulation.

The site of the new parking area is already level. Removing the house means removing impervious area. The parking lot will be gravel, which will absorb rain. This should prevent drainage off the site during storm events.

There is an intent for putting up some privacy fencing and providing some landscaping. The water and sewer lines that served the house will have to be capped. A downcast light on the utility pole will be provided to add light to the parking area. The parking is to be dedicated to serving club only.

David Pardy, Vice President of PACC said the Club had been at this location for 60 years. The Club has tried to address its need for parking by using the lot across the street (former Esersky lot) and trying to purchase the vacant lot across the street (unsuccessfully). The house next door has been vacant for many years and the owners (Melville and Bollinger) are willing to sell it. The HDC approved the demolition of the house as it has no historic value. The proposed lot will double the amount of off-street parking for the Club (16 spaces total). The existing driveway onto Union Street will be used as a secondary access to the lot and for fire department access. Plowed snow will remain on the lot. The Club closes at midnight. The proposed single light on the utility pole should be adequate along with the existing light on the back of the Club building and the lights on Leo's Market, though no lighting expert was consulted to confirm this. Handicap parking is no being provided.

There were no other questions.

The abutters roll was called and Mr. Wahrlich opened the public hearing. Roz Caplan from Century 21 said the adjacent house had been on the market for 4-5 years. The interior has deteriorated badly to where it would cost more to fix than the property is worth. She said she was very much in favor of the project.

There were no other comments. Mr. Wahrlich closed the public forum.

There was concern that if the parking lot was paved, storm water runoff could become a problem. Mr. Gentes, President of PACC, asked to speak. Mr. Wahrlich polled the Board and everyone agreed to allow re-opening of the public hearing. Mr. Gentes repeated that the house's roof created far more impervious surface than the new parking lot and that he had no intention of ever paving it. He also said that the lot would be constructed so as to facilitate and utilize existing drainage lines.

Mr. McCrory suggested that in the absence of storm water standards, the Board could add a condition to the approval that would require the parking lot to remain hardpac or gravel. The Board agreed to that idea.

Motion: To approve the Application for Site Plan Review for the merger of an adjacent lot, demolition of an existing residential structure, and expansion of its parking area at 142 Main Street (Tax Map 107, Lots 8 & 9), Zoning Districts MU & CR-2 with the recommended conditions of approval:

1. The Proposed Site Plan shall be completed substantially in accordance with the information provided by the applicant in the Site Plan Application Case No. PL 2017-00018 and testimony during the public hearing for said case.
2. The site shall be constructed and maintained in accordance with the plan titled, "Site Plan for: PACC of Claremont, NH and Melville and Bollinger, 142 Main Street, Claremont, NH" dated November 16, 2017 and as amended.
3. The applicant shall voluntarily merge the two lots: Map 107, Lot 8 and Map 107, Lot 9.
4. The existing and proposed parking lots, as depicted on the Site Plan, are in the CR-2 Zoning District. Parking is permitted as an accessory use. Future expansion of the principal use into the CR-2 Zoning District is not permitted without a comprehensive Zoning Assessment and Zoning Determination from the City of Claremont Planning and Development Department.
5. Completion of the project shall be in substantial compliance with the plans submitted for review and all conditions of approval. If Planning and Development Department staff determine the changes are substantial and warrant Planning Board review, then the applicant shall submit for Site Plan Amendment.

6. This Site Plans is valid for two (2) years from the date of approval. If a certificate of occupancy has not been issued before the two-year deadline, the site plan is no longer valid and must be recertified through the Planning Board.
7. Two (2) copies of the final approved overall Site Plan, printed on mylar and in a form suitable for recording at the Sullivan County Registry of Deeds, shall be provided to the Claremont Planning and Development Department.
8. The parking lot surface shall be crushed stone.

Made by: Mr. Putnam **Second:** Mr. Short

Mr. McCrory amended condition #6 to remove the reference to a Certificate of Occupancy.

6. If the project has not been completed before the two-year deadline, the site plan is no longer valid and must be recertified through the Planning Board.

Mr. Putnam and Mr. Short accepted the amendment.

Vote: Unanimous in favor

V. Reports from Boards and Commissions

There were no reports.

VI. Other

There was no other business.

VII. Correspondence

There was no correspondence.

VIII. Adjournment

The meeting adjourned at 7:45 PM and the Board resumed its work session.

Respectfully submitted,

deForest Bearse