



**PLANNING BOARD MEETING**  
Tuesday, December 18, 2018 7:00 PM  
Council Chambers, City Hall

**MINUTES**  
**Approved 1/14/2019**

Mr. Wahrlich called the meeting to order at 7:00 PM and asked for a roll call.

**I. Roll Call**

**Present:** Marlene Boisclair, Bruce Kolenda, Charlene Lovett, David Putnam, Richard Wahrlich, David Pacetti

**Absent:** Allen Damren, William Greenrose, Nick Koloski

**City Staff:** Olivia Uyizeye, UVLSRPC

**II. Review of Minutes**

**A. November 26, 2018**

**Motion:** To accept

**Made by:** Mrs. Boisclair      **Second:** Mr. Putnam

**Vote:** Unanimous in favor

**III. Old Business**

**IV. New Business**

**A. Conceptual discussion with Frank J. Barrett Jr. regarding property on Broad Street**

Jay Barrett, of Barrett Architecture in White River Junction, Vermont, presented what he termed “fast and dirty visuals” to describe a couple of development options for the Turning Points Network (TPN) facility at 231 Broad Street. Mr. Barrett said he was looking for design direction from the board.

TPN has outgrown their facilities on School Street and 231 Broad Street meets their particular needs for privacy and discretion. The building has a desirable location with nice landscaping and a quiet, peaceful atmosphere. The building is accessed from the rear off of Breck Avenue. This property was recently gifted to TPN.

The adjacent property at 227 Broad Street is potentially available as well.

TPN is weighing the pros and cons, examining what could work; and reviewing economical options of developing the two properties. There are no detailed architectural plans at this time.

Both properties were developed in the 1850s. Each has a full 2-story house with a porch, an ell and a garage in back.

Mr. Barrett described two possible development options:

1. Demolish the house at 227 Broad; remove the ell and barn from the rear of 231 Broad. Construct a new 2-story addition on the rear of 231 Broad that would extend onto the lot at 227 Broad. Add more parking to the rear of both lots.
2. Retain houses at both 231 and 227 Broad. Remove ell and barn from rear of both and construct a new 2-story addition that would connect both houses. Additional parking in the rear of both lots.

Funding will come from grants, fund raising and the sale of the property on School Street.

At this point Mr. Barrett asked for feedback from the board.

Mayor Lovett approves of the project as a whole, but preferred to see the house at 227 Broad be kept intact. The deep front lawns and 1800s houses on Broad Street are what give Broad Street its distinct character and are best retained.

Mr. Putnam said he agreed with Mayor Lovett. The City Center Committee wanted development in this neighborhood to fit into the setting. It is a critically important neighborhood in the City Center. He, too, preferred keeping both buildings or, at the least, designing the addition so it fits into the neighborhood if 227 were to be taken down. Mr. Barrett said the addition could be made to look like the houses on the street.

Mr. Barrett repeated that they are still in the very early stages on this project. He will be meeting with the TPN board the next day to start crunching numbers.

There were no further questions from the board.

Mr. Barrett complimented the City for the work on the Goddard block. He said everyone has been tremendous to work with; everyone is very professional and “top drawer”. He said it has been a true pleasure to do work in Claremont.

#### **B. Housing study update**

Olivia Uyizeye from UVLSRPC was present to update the board on the housing study. The residential survey has been completed and the board received a summary of the results. Ms.

Uyizeye asked the board for some feedback on the summary. Mayor Lovett said she needed more time to study the data as the board had only just received it. She suggested that board members review the data and send their comments/questions/observations to deForest who can convey them to Ms. Uyizeye. The board could then discuss the matter more fully at a future January or February meeting.

Mr. Wahrlich asked Ms. Uyizeye if anything stood out from the data to her. Ms. Uyizeye said that cost of housing appears to be a major driver; that people prefer ownership to renting; that accessibility is very important; and that more senior housing is needed. Taxes are also a big issue.

Mr. Putnam took issue with what he considered terms that are too vague such as “accessibility” and “ok” housing. He felt the board needed some specific standards to go by.

Ms. Uyizeye said she can try to refine the employer survey to address these concerns, but warned of the danger of making the survey too long or complicated. She said she was impressed by the number of people who took the time to complete the residential survey as it actually took 10-15 minutes to complete – a rather lengthy time for such a survey.

The question was raised as to how many low income and section 8 units there are in the city and how many people are waiting for these units.

It seems people are drawn to the services that are available here. Also, it’s a walkable city center so it is a favorable living location for those who do not own a car or are unable to drive.

There is a clear need for senior housing.

Mr. Putnam said the city needs:

- to get people to move here and work in the upper valley;
- residents to improve their homes;
- better quality homes.

This housing survey data will be used to review the city’s zoning and subdivision ordinances and site plan regulations.

### **C. Appendix J – Claremont Road and Street Requirements**

Mayor Lovett said the board should have received Appendix K (Claremont Road and Sidewalk Construction Specifications) not Appendix J. Mayor Lovett said she would like to form a subcommittee to update the city’s plans for its sidewalks right away. She said she

would like to eliminate the hodgepodge appearance of sidewalks styles and have the board define what it wants the community to look like.

Mr. Wahrlich said he wanted the new city planner, DPW, and the city manager to be part of the discussion. He doubted that the board could influence anything beyond the type of materials used in constructing the sidewalks as design standards are set by the ADA requirements.

**V. Reports from Boards and Commissions**

**VI. Other**

**VII. Correspondence**

**VIII. Adjournment**

**Motion:** To adjourn the meeting

**Made by:** Mr. Putnam **Second:** Mrs. Boisclair

**Vote:** Unanimous in favor

The meeting adjourned at 8:19 PM.

Respectfully submitted,  
*deForest Bearse*  
Resource Coordinator