



Planning Board Meeting
Monday, April 22, 2013
Council Chambers, City Hall at 7:00 pm

MINUTES
Approved 5.13.13

I. Roll Call

Present: Peter Guillette, Richard Wahrlich, William Greenrose, Rusty Fowler, Bruce Kolenda, James Neilsen IV, Ken Harlow (alt), James Short (alt)

Absent: Victor Bergeron, Ruben Ramirez, Andy Austin

City Staff: Michael McCrory, Interim City Planner; Kelly LeBlanc, Administrative Assistant

Mr. Short will sit in for Mr. Ramirez.

II. Review of Minutes April 8, 2013

Motion: to approve minutes from April 8, 2013

Made By: Mr. Greenrose

Second: Mr. Short

Vote: Unanimous

III. Old Business

- Claremont City Center Project – Review of Site Plan Regulations

Mr. McCrory stated the City Council did the first reading for Ordinance 532. The Review of Site Plan Regulations is still in process. Standards are being discussed for major, minor, and situations where a site plan is not needed.

IV. New Business

- **(PB2013-0004) Jonathan & Leighann Root**, Claremont, Request for special use permit under Chapter 22 of the City Code. **Property Location:** 44 Pleasant Street, Tax Map 120, Lot 83, Zoning District B-1.

The subject property is the present site of a yoga studio with a second story office space. The Owner wishes to reconfigure the second story to be a one-bedroom apartment, which will require some renovation work on-site to meet the building and fire safety codes.

Mr. McCrory stated the zoning district became MU for this application since it was submitted. The property was originally listed as B-1 which no longer exists in the Zoning. This is the first permit for a residence over a commercial use with the new zoning regulations.

Motion: to consider this application complete

Made By: Mr. Kolenda

Second: Mr. Greenrose

Vote: Unanimous

The items in the new Zoning Ordinance that pertain to this application are Division 6 – Special Use Permit Sec. 22-100 & 22-101 in addition to Sec. 22-387.1 for Residential Units in a Mixed Use District.

Mr. Fowler asked if the applicant was notified as they were not present. Mr. McCrory confirmed they were.

The board briefly discussed building codes. It was presented that the owners of this space have maintained the building to code to the best of their ability.

Mr. Short inquired about a second means of egress. Mr. McCrory stated they are replacing a rear door and this might be the fire exit. Life Safety code will need to be met for permits. Mr. Fowler stated there is a letter attached to the application stating that all fire requirements have been met. Chair Guillette reminded the board that the second condition states, “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 application submitted for review and all conditions of approval.”

Open Public Hearing

No abutters present

Close Public Hearing

Mr. Wahrlich inquired about parking. Mr. McCrory confirmed that there is parking on site. Posted tenant parking could be made a condition if the board desired.

Motion: to approve the application for a Special User permit under Chapter 22 of the City Code with the following Conditions Subsequent: (1) The applicant shall obtain and receive approval for all necessary permits as determined by the City of Claremont Planning and Development 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 application submitted for review and all conditions of approval, and (3) The residential unit shall be for lease at no less than the market rate in any year, as established by the U.S. Department of Housing and Urban Development and published annually in the Federal Register, and (4) assigned parking for the residential unit shall be posted.

Made By: Mr. Greenrose

Second: Mr. Fowler

Vote: Unanimous

V. Adjournment

Motion: to Adjourn

Made By: Mr. Fowler

Second: Mr. Short

Vote: Unanimous

Meeting adjourned at 7:35 PM
Minutes Respectfully Submitted by Kelly LeBlanc