



Planning Board Meeting
Monday, May 11, 2015
Council Chambers, City Hall at 7:00 PM

MINUTES
Approved 6/8/2015

I. Roll Call

Present: Mayor Neilsen, David Putnam, James Short, Victor Bergeron, Bruce Kolenda, Neil Ward, Marilyn Harris, Chris Belvin, Richard Wahrlich

Absent: William Greenrose

City Staff: Michael McCrory, Interim City Planner

New Board members were introduced and welcomed.

II. Review of Minutes – April 27, 2015

Motion: To accept the minutes of April 27, 2014 as presented

Made by: Mayor Neilsen **Second:** Mr. Short **Vote:** Unanimous in favor

Mr. Wahrlich appointed Mr. Putnam to sit in for Mr. Greenrose.

III. Old Business

IV. New Business

- a. **PL2015-00004 Donald & Amber Menard:** Site plan for proposed 2,400 SF garage to be used as a business of auto repair, State inspection, and a maximum of 5 cars for sale on the property at **312 Old Newport Road** (Tax Map 137; Lot 1)
Zone: PR

Mr. McCrory stated that staff has reviewed the application and recommend that the Board accept it as complete.

Motion: To accept the application as complete.

Made by: Mr. Kolenda **Second:** Mr. Bergeron **Vote:** Unanimous in favor

Mr. McCrory stated that from 1985 to 2000, there was a commercial auto body shop on this property by Special Exception permit. The use was abandoned between 2000 and 2003. The applicant, Mr. Menard, would like to establish a full time (9-5) commercial auto repair business on the property. The zoning board has approved a variance for this project with twelve conditions, most of which are derived from the *Home Occupation* standards.

Mr. Menard addressed the Board. He said he has been working on cars at this property in the evenings and would like to turn his hobby into a business. He said none of his neighbors have complained about his working on the property. He wants to be able to sell cars as well as repair them. He discussed hours of operation and limitations on the total number of cars he'd be allowed to have on the property at any one time.

The abutters roll was called and the public hearing opened. There were no comments from the public, so Mr. Wahrlich closed the hearing. The Board finished their discussion of the application.

Motion: To approve the application with the following conditions:

1. The site, including the commercial auto repair use, shall be maintained in accordance with the plan titled, "Site Plan for: Donald G. & Amber G. Menard, 312 Old Newport Road, Claremont, NH," revised April 23, 2015.
2. The applicant shall obtain and receive approval for all necessary permits as determined by the Local, State, and Federal governments.
3. The approved Site Plan shall not be expanded or substantially changed without issuance of appropriate permits and approvals as determined by the Local, State and Federal governments at the time of the proposed expansion.
4. There shall be no storage or display of vehicles, equipment, or associated materials except as indicated on the approved Site Plan. Signage identifying the commercial use shall be subject to review and approval by the Claremont Planning and Development Department.
5. Site Plans are valid for two (2) years from the date of approval. If the site is not utilized in a way that is substantially in conformance with the approved Site Plan before the two-year deadline, the site plan is no longer valid and must be recertified through the Planning Board.
6. Two (2) mylars of the final approved Site Plan with amended grading and drainage features, in a form suitable for recording at the Sullivan County Registry of Deeds, shall be provided to the Claremont Planning and Development Department.
7. There shall be no more than 25 vehicles stored on the property at any one time (registered, unregistered, and those awaiting repairs)
8. Posted hours of operation shall be 8-6.

Made by: Mr. Putnam **Second:** Mr. Short **Vote:** Unanimous in favor

- b. **PL 2015-00005 Claremont Mill Redevelopment LLC:** Modify existing site plan to accommodate condominium conversion into five units with convertible space; no physical changes to any improvements on the premises at **21 Water Street** (Tax Map 120; Lots 6) Zone: MU

- c. **PL 2015-00006 Claremont Mill Redevelopment LLC:** Condominium conversion of existing multi-floor commercial building into five condominium units at **21 Water Street** (Tax Map 120; Lots 6) Zone: MU

Applications PL 2015-00005 and PL 2015-00006 were reviewed by the Board simultaneously.

Mr. McCrory stated that the owners of the building at 21 Water Street are asking to split the ownership of the building into 5 units (commercial condominiums). Nothing will change but the ownership. There will be no physical changes to anything as a result of this action.

The abutters roll was read and the public hearing opened. Comments were heard from Philip Hastings, agent for the applicant, and Rusty McClean, co-owner of the building.

Application #PL 2015-00005 for Site Plan Approval

Motion: To accept the site plan as complete.

Made by: Mayor Neilsen **Second:** Ms. Harris **Vote:** Unanimous in favor

Motion: To approve the site plan with the following conditions:

1. The applicant shall amend the plan titled, "Site Plan Modification Wainshal Condominium," dated April 16, 2015, to include supplemental information subject to review and approval by Claremont Planning and Development staff.

2. Two (2) mylars of the final approved Site Plan as amended, in a form suitable for recording at the Sullivan County Registry of Deeds, shall be provided to the Claremont Planning and Development Department.

Made by: Mr. Bergeron **Second:** Mr. Short **Vote:** Unanimous in favor

Application #PI 2015-00006 for Condominium Conversion

Motion: To accept the application as complete.

Made by: Mr. Putnam **Second:** Mr. Short **Vote:** Unanimous in favor

Mr. McCrory recommended that the Planning Board waive the process requirements for discussion and preliminary review phases. He suggested that the Planning Board accept this application as a final plat of the subdivision. He also said that the staff recommends that it be accepted as complete.

Motion: To waive the process requirements for discussion and preliminary review phases for this application.

Made by: Mr. Short **Second:** Mr. Putnam **Vote:** Unanimous in favor

Motion: To accept this application as complete.

Made by: Mr. Putnam **Second:** Mr. Short **Vote:** Unanimous in favor

Motion: Approve this subdivision with the following recommended conditions:

1. The applicant shall amend the plan set titled, "Condominium Floor Plans and Elevations, Wainshal Condominium, 21 Water Street, Claremont, NH," dated April 24, 2015, to include supplemental information subject to review and approval by Claremont Planning and Development staff.
2. Two (2) sets of mylars of the final approved condominium plans as amended, in a form suitable for recording at the Sullivan County Registry of Deeds, shall be provided to the Claremont Planning and Development Department.

Made by: Mr. Bergeron **Second:** Mr. Putnam **Vote:** Unanimous in favor

V. Reports from Boards and Commissions

VI. Other

Mr. McCrory asked the Board members to read through the subdivision regulations before the next meeting.

VII. Correspondence

VIII. Adjournment

Motion: To adjourn the meeting.

Made by: Mayor Neilsen **Second:** Mr. Short **Vote:** Unanimous in favor

The meeting adjourned at 8:11 PM.

Respectfully submitted,

deForest Bearse

Resource Coordinator