



Planning Board Meeting
Monday, May 13, 2013
Council Chambers, City Hall at 7:00 pm

MINUTES
Approved 5.28.13

I. Roll Call

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

Absent: Victor Bergeron, Ruben Ramirez, Andy Austin, James Neilsen IV, Ken Harlow (alt)

City Staff: Michael McCrory, Interim City Planner

Mr. Short will sit in for Mr. Ramirez.

II. Review of Minutes May 13, 2013

Motion: to approve minutes from April 8, 2013

Made By: Mr. Fowler

Second: Mr. Short

Vote: Unanimous

III. Old Business

- Claremont City Center Project – Review of Site Plan Regulations

Mr. McCrory gave a presentation on the new Site Plan Regulations. Standards for the review will be addressed (e.g. when a building permit would be necessary but not a site plan review, minor site plan, major site plan). Submission requirements are in process. Discussions tonight will be discussed at the next meeting.

When Site Plan is not required:

- Non-residential/Commercial - building changes but no change of site operations and no greater impact to city services.

Minor Review (TRC):

- New construction or addition less than 3,000SF
- Non-residential Sites & Multi-Family – any new or improved surfaces
- Placement of less than 0.25 acre fill
- By determination of City Planning Staff
- Water & sewer less than 50% increase
- Compounding – in a specific site with a series of changes – if the accumulated changes would customarily fit into a site plan review the last change would go to a major site plan review. If there is a proposal the board could decide to step back 5 years and assess the changes or do an amended site plan.

Major Review (PB):

- Multi-family (3+ units)

- More than 3,000SF new construction
- Subdivision
- Parking expansion for a site (Adding 3+ spaces)
- 50% increase in water/sewer
- Waivers
- Parking (more than 20 spaces)
- Site plan would be recordable (whereas the minor plan will not be recordable)

If a waiver is sought, even if it meets TRC, the PB is the only body that can consider a waiver.

The TRC can move any application to major if they feel the Planning Board should be involved.

- Washington Street Access Management Study – Discussion

Chair Guillette and Mr. Fowler sit in on the Traffic Advisory Committee. At the last meeting Mr. McCrory presented on the Washington Street Access Management Study at this meeting. Chair Guillette stated at this point they would not be looking to change lane geometry. An even distribution of traffic lights, however, might improve the traffic/safety conditions. At this point, roundabouts are not a good option. Mr. McCrory stated the draft report is in process and will be presented to the PB as a public meeting. Because of timing, the presentation of the final will likely be in July 2013. A copy will be posted online. Once this is completed, the City will be reviewing the B-2 zoning districts. This will be the Business Corridor Project.

IV. Reports from Boards and Commissions

V. Other

Peter Guillette and Richard Wahrlich attended the OEP conference in May 11, 2013. The sessions can be reviewed online.

VI. Correspondence

Christine Walker, UVLSRPC, informed Chair Guillette that there will be telephone surveys for the Granite State Future. Calls will be going out to some of the Claremont Public.

VII. Adjournment

Motion: to Adjourn

Made By: Mr. Fowler

Second: Mr. Greenrose

Vote: Unanimous

Meeting adjourned at 8:15 PM

Minutes Respectfully Submitted by Kelly LeBlanc