



Planning Board Meeting
Tuesday, May 28, 2013
Council Chambers, City Hall at 7:00 pm

MINUTES
Approved 6.24.13

I. Roll Call

Present: Peter Guillette, Richard Wahrlich, Rusty Fowler, Victor Bergeron, Bruce Kolenda, James Short (alt), Ken Harlow (alt)

Absent: Ruben Ramirez, Andy Austin, James Neilsen IV, William Greenrose

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

Ken Harlow and James Short will fill in for William Greenrose and Ruben Ramirez.

II. Review of Minutes May 13, 2013

Motion: to approve minutes from May 13, 2013

Made By: Mr. Short **Second:** Mr. Wahrlich **Vote:** Unanimous

III. Old Business

- Claremont City Center Project – Review of Site Plan Regulations

Mr. McCrory gave an overview of the Planning Board's responsibility with Site Plan Regulations and how the Technical Review Committee will work. This discussion of Major/Minor Site Plans was a continuation from the last hearing.

Mr. McCrory presented a Major/Minor Site Plan Submission Criteria. Some minor plans might contain information that is useful but not necessarily required for the application.

Mr. McCrory distributed his document *Claremont Site Plan Regulations: Major and Minor Site Plan Submission Criteria* to the board for review. The City GIS mapping program, available to all residents online, has the ability to produce multiple layers of mapping information that would show approximate details. This approximation would often be sufficient for a Minor Site Plan.

Mr. Kolenda confirmed that there is no change to the major applications. Mr. McCrory stated that items considered redundant were stricken. These items are already included in the site plan review.

Mr. McCrory stated the amended site plan regulations help clarify what information is needed. The intent is to change the language to increase comprehension and improve the education process. The waiver process is also under review to increase the understanding.

Mr. Fowler asked about the empty boxes on the informational sheet. Mr. McCrory reported that these items will not be included in the minor site plan review but are required for Major Site Plan review.

Chair Guillette was concerned about landscaping in minor plans. Mr. Wahrlich mentioned that abutters would still be notified and thus have the opportunity to interject. Mr. McCrory will take a deeper look at the landscaping regulations.

Mr. Fowler inquired if more work would be placed on the DPW director and the TRC. Will this be an enforcement issue? Mr. McCrory stated the same staff that currently work on enforcement would continue to. There is not an influx if responsibility.

IV. New Business

- Washington Street Access Management Study – Presentation of Project Recommendations

PowerPoint – Mike McCrory, UVLSRPC

The draft will be presented to the advisory committee next week. The final plan will presented at the June 24, 2013 hearing of the Planning Board.

3 Segments Reviewed

- (1) North Street to Moody Ave
- (2) Moody Ave to Parsons Ave
- (3) Parsons Ave to Old Newport Road

*Segment (1) is getting a significant overhaul currently per DOT.

North Street to Old Newport Road.

- Assess current conditions
- Identify where problems exist and future problems may arise
- Provide recommendations for safety improvements
- Crash history report

Multiple Land owner and access points (Moody Ave to First St)

- Install a signal at Moody Ave
- Consolidate the two existing signalized intersections into one new signalized intersections in the vicinity of Arthur Street
- Develop principal circulation and remove redundant access points
- Relocate signal at Claremont Marketplace to westerly side of Claremont Marketplace Plaza and remove non-critical access points
- Begin work on Chestnut Street Connector

Possible Amendments to Land Use Regulations

- Site Plan & Subdivision
 - Driveway design
 - Shared driveways/max number of driveways per lot
 - Interconnecting driveways
- Zoning Ordinance
 - Lot size and setbacks

- Drainage and impervious coverage
- Development incentives

- Coordination with NHDOT
 - Maintain communications

Mr. McCrory presented implementation strategies at the end of the presentation (short term: under 5 years; long term: over 5 years). This is only a draft report.

Link: http://www.uvlsrpc.org/project/Washington_Street_Access_Management_Study_118/

Mr. Bergeron asked how the BCP will work with this information. Mr. McCrory stated that committee will work with B-2.

V. Other

Richard Wahrlich and Tom Rock would like to serve on the UVLSRPC Board and require Planning Board recommendation. The UVLSRPC has two open seats. Chair Guillette would like to have a recommendation.

Motion: for the Planning Board to nominate Richard Wahrlich and Tom Rock to the City Council for seats on the UVLSRPC Board.

Made By: Mr. Fowler **Second:** Mr. Kolenda **Vote:** Unanimous

Mr. McCrory stated this is the 50th anniversary of the UPLSRPC. The annual meeting is being held on Tuesday June 18th.

VI. Adjournment

Motion: to Adjourn

Made By: Mr. Kolenda **Second:** Mr. Harlow **Vote:** Unanimous

Meeting adjourned at 8:35 PM
Minutes Respectfully Submitted by Kelly LeBlanc