



PLANNING BOARD MEETING

Monday, June 12, 2017 7:00 PM
Council Chambers, City Hall

MINUTES

APPROVED 7/10/2017

I. Roll Call

Present: William Greenrose, Richard Wahrlich, Bruce Kolenda, James Short, Charlene Lovett, Victor Bergeron, David Putnam, Nicholas Koloski (in audience), Marlene Jordan

Absent: Marilyn Harris

City Staff: Michael McCrory, City Planner

II. Review of Minutes – May 22, 2017

Mayor Lovett asked that the word “draft” be added to the sentence on page 2:

*According to the **draft** Washington Street Access Management Study by the UVLS Regional Planning Commission, ...*

Motion: To approve the minutes of May 22, 2017 as amended

Made by: Mr. Kolenda **Second:** Mr. Short

Vote: Unanimous in favor

III. Old Business

- A. **(PL 2017-00006) Gertrude Holl Rev. Trust, 289 Stepping Stone Rd, Lee NH – Site Plan application for a 4,640 SF restaurant at 214 Washington Street. Tax Map 121, Lot 46. Zoning District B2 (cont. from 5/22/2017)**

Mr. Wahrlich read the public notice.

Mr. McCrory said that, in his opinion, the applicant has satisfied all 8 points of additional information requested by the Board at the previous meeting. The freezer may be replaced; some new parking spaces have been added; the plan shows the exterior lighting; there is text on the plan to address snow management; the seating is being reduced to 80 and it is so noted on the plan; (note – with 80 seats, only 20 parking spaces are required); the traffic circulation is restricted to allow access into the north curb cut only and egress from the south curb cut; signage will be provided to direct traffic flow. The applicant is proposing a 6-inch wide painted white line on the property boundary instead of the guardrail fence. Mr. McCrory has reviewed the plan with the Traffic Advisory Committee (TAC). They requested the egress be even more dramatic to discourage left turns onto Washington Street. Employee parking is shown on the plan in places that are better suited to long-term parking.

Mr. McCrory read a letter from DOT stating that they have reviewed the plan and accept it. They mentioned, however, that the traffic signal was installed to benefit the public – not a single property owner, and urged the City to communicate this with Rosen Associates. Mr. McCrory said he had emailed Rosen Associates one more time, but had received no response.

The Board discussed the trespassing and left turn concerns.

Ms. Holl said she wasn't sure about the future of the freezer. She had no definitive answer on how she would address trespassing. She said if Rosen Associates wants a fence, they can put it up themselves. She said she would work with Greg Belisle on snow removal.

Mr. Dombroski said the actual measurements of the freezer are shown on the plan. He suggested adding curbing on the property line to prevent people from “flying through” the lot as they are accustomed to doing now. He agreed to paint a big yellow arrow on the ground to indicate left turns only at the egress point (Mr. Bergeron's suggestion).

Mr. Wahrlich called for an abutters roll call.

Nick Koloski abuts the Plaza property. He said he felt the white line would be pointless – there should be something in place to prevent people driving through. He said it will create a bigger safety issue without a fence. He does not want to see taxpayer money spent on enforcing trespass complaints. He expressed concern about snow removal, saying it is already a problem on the neighboring lot and asked if Bricker's snow will be added to the problem. He has asked for data from the City Manager on how much money is spent by the City on maintaining the traffic light at the Plaza.

Steve Raymond spoke in favor of Brickers. He said Washington Street will always be a problem and that it wasn't fair to make Brickers responsible. He said it's not a new business, that he would agree with rejecting the new curb cut if it was a new business. He said the City could put up temporary barriers such as those on Maple Street until people get used to the new arrangement. (He shared pictures of barriers on Maple Street.)

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

1. The Proposed Site Plan shall be completed substantially in accordance with the information provided by the applicant in the Site Plan Application PB Case No. PB 2017-00006 and testimony during the public hearing for said case.
2. The site shall be constructed and maintained in accordance with the plan titled, “Site Plan for Gertrude Holl Revocable Trust, 214 Washington Street, Claremont, NH” dated July 7, 2016 and revised June 2, 2017 and as amended pursuant to testimony for this case.

3. The applicant shall obtain all necessary permits as determined by the Local, State, and Federal governments including a Driveway Permit from the Claremont DPW.
4. 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 plans submitted for review and all conditions of approval. If Planning and Development Department staff determine the changes are substantial and warrant Planning Board review, then the applicant shall submit for Site Plan Amendment.
5. This Site Plans is valid for two (2) years from the date of approval. If a certificate of occupancy has not been issued before the two-year deadline, the site plan is no longer valid and must be recertified through the Planning Board.
Two (2) copies of the final approved overall Site Plan, printed on mylar and 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. Short **Second:** Mr. Greenrose
Vote: 7 in favor, 1 opposed

II. New Business

- A. **(PL 2017-00007) DLC Investments, Spofford, NH** – Site Plan application for two 30 ft x 120 ft self-storage buildings at **Winter Street #2**. Tax Map 108, Lot 71. Zoning District CR2.

Mr. Wahrlich read the public notice.

Planner's Report

Mr. McCrory said this property had received a variance from the Zoning Board for a second principal use. He has been in coordination with the Fire Department and DPW. He said it meets the standards for a complete application.

Motion: To accept the application as complete.

Made by: Mr. Short **Second:** Mr. Greenrose

Vote: Unanimous in favor

Applicant's Presentation

Dave Thomas (owner) and Ron Bell (engineer) presented the application. They are proposing 2 30 ft x 120 ft self-storage buildings, with 18-24 storage units per building. The project will be built in phases.

Mayor Lovett asked if there would be a pedestrian gate to the storage units. Mr. Thomas said none was shown on the plan, but thought that it was a good idea and agreed to look into it.

Mr. Wahrlich asked for an abutters roll call. Mr. McCrory read the roll. The public hearing was opened. No abutters were present, so Mr. Wahrlich closed the hearing.

Motion: To approve the site plan for two 30 ft x 120 ft self-storage buildings, with the following conditions of approval:

1. The Proposed Site Plan shall be completed substantially in accordance with the information provided by the applicant in the Site Plan Application PB Case No. PB 2017-00007 and testimony during the public hearing for said case.
2. The site shall be constructed and maintained in accordance with the plan titled, “Storage Facility, Claremont Arms Apartment, Claremont, NH” dated December 19, 2016 and last revised April 27, 2017 and as amended pursuant to testimony for this case.
3. The applicant shall obtain all necessary permits as determined by the Local, State, and Federal governments.
4. 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 plans submitted for review and all conditions of approval. If Planning and Development Department staff determine the changes are substantial and warrant Planning Board review, then the applicant shall submit for Site Plan Amendment.
5. This Site Plan is valid for five (5) years from the date of approval. If a certificate of occupancy has not been issued before the five-year deadline (June 15, 2022), the site plan is no longer valid and must be recertified through the Planning Board.
6. Two (2) copies of the final approved overall Site Plan, printed on mylar and 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. Putnam **Second:** Mr. Greenrose

Mayor Lovett said the plans don’t show what the buildings will look like. The other Board members said they assumed the buildings would look similar to other self-storage buildings and were not concerned.

Vote on the motion: Unanimous in favor

- B. **(Conceptual Review) Kel Car LLC, DBA Ford of Claremont** – Proposal for a car dealership at the intersection of Land Ridge Road and Charlestown Road. Tax Map 165, Lot 13. Zoning District: B2

Mr. McCrory said this is a conceptual review only – to provide the applicant feedback in preparation for their formal application.

Randall Rhoades, consulting engineer, and Christian Gomes, owner, presented the proposed plan for a Ford dealership on Charlestown Road. There will be two buildings – one for sales and service, one for a “quicklane”, for servicing all makes of vehicles. He predicts 30-35 employees. He said he is developing this site because the former Ford dealership on Washington Street is not available for sale (it is tied up in litigation). He said traffic predictions to a dealership are difficult to make. The property will have a single entrance/exit to minimize disturbance to the wetlands across the frontage. The single access will be from Charlestown Road. A traffic study may be warranted to determine if a right-turn only lane is necessary.

There will be an on-site septic system because access to the City sewer system is over 1000 feet away. A septic system is sufficient due to the low water demand of the use. They agreed to look into tying into the City sewer lines, but said it just does not appear practical. There will only be 4 bathrooms on the premises.

They will use City water.

DES is addressing wetlands and storm water runoff.

They are open to planting some trees to provide screening to the nearest neighbors. They will use all downcast and motion-sensored lighting. They will be open 7 days a week, 7 AM to 6 PM. There will be two shifts – 1 for the mechanics, and 1 for the sales team.

Mayor Lovett said there are five Ford dealerships in this region, none of which have the Quick Lane Service. She thanked Mr. Gomes for opening such a facility in Claremont.

Public Comment

Nick Koloski thanked Mr. Gomes for choosing Claremont. He said he is happy to see a Ford dealership back in the City.

The discussion ended here.

IV. Reports from Boards and Commissions

V. Other

Mayor Lovett said she would like to see the Board make Washington Street a priority after the Master Plan is done. Mr. Putnam asked that Charlestown Road be included in the discussion.

VI. Correspondence

VII. Adjournment

Motion: To adjourn the meeting

Made by: Mr. Putnam **Second:** Ms. Jordan

Vote: Unanimous in favor

The meeting adjourned at 8:54 PM.

Respectfully submitted,

deForest Bearse

Resource Coordinator