



**Planning Board Meeting**  
Monday, June 8, 2015 7:00 PM  
Council Chambers, City Hall

**MINUTES**  
**Approved 6/22/2015**

**I. Roll Call**

**Present:** Jim Neilsen, David Putnam, James Short, Neil Ward, Chris Belvin, Richard Wahrlich

**Absent:** William Greenrose, Marilyn Harris, Bruce Kolenda, Victor Bergeron

**City Staff:** Michael McCrory, Interim City Planner

Mr. Wahrlich appointed Mr. Putnam and Mr. Ward to sit in for Mr. Bergeron and Mr. Kolenda.

**II. Review of Minutes – May 11, 2015**

**Motion:** To accept the minutes as complete.

**Made by:** Mr. Short

**Second:** Mayor Neilsen

**Vote:** Unanimous in favor

**III. Old Business**

**IV. New Business**

- a. **#PL 2015-00007 Connecticut Precision Castings Inc., 20 Wentworth Place** Site plan for proposed 1,275 SF addition to be used for secondary operations on the property at **20 Wentworth Place** (Tax Map 186; Lot 12) Zone: I1

Mr. McCrory stated that the application is for an approximately 1300 SF expansion of an existing business and that it meets the requirements for a site plan amendment. He recommended that the application be accepted as complete.

**Motion:** To accept the application as complete.

**Made by:** Mr. Putnam

**Second:** Mr. Short

**Vote:** Unanimous in favor

Mr. McCrory stated that the project site is fairly level and that no changes in grading or draining were being proposed. He said the only inconsistency is the number of parking spaces – the ordinance requires 14 and only 11 are proposed. He said the Board could waive the requirement if it so chooses. He said the rest of the proposal is straightforward.

Surveyor, Wayne McCutcheon, and Ron Morello, Jr., owner of the business presented the application to the Board. The following statements were presented:

1. The addition will square off the southwest corner of the building.
2. This is the receiving/outgoing part of the building.

3. The business is expanding.
4. The number of employees will not increase immediately, but perhaps at a later date.
5. There are currently nine employees of the business (eight fulltime, 1 part time).
6. Eleven parking spaces are adequate for the current number of employees.
7. Twelve employees is the maximum number of employees when the addition is completed.
8. There is sufficient space on site for additional parking in the graveled area that would not be in the way of the frequent tractor trailers circulating on the lot.
9. There is a striped area near the front entrance of the building that could be used as a handicapped parking space.
10. The septic system is adequate and functioning properly.
11. The first phase of this building was built in 1992. It has been added onto once.
12. This is a very quiet operation.
13. The business operates on a single work shift.
14. There are 50 “movements” of employee vehicles per day onto and from a private road that intersects with River Road.
15. The large gravel area behind the building is needed for truck circulation.
16. No new signs are proposed.
17. No new lighting is proposed. However, as the older fixtures expire, they are being replaced with newer technology.
18. The nearest neighbor is Irving.
19. There is a buffer of hardwood trees on the northern boundary.
20. It is possible to add three parking spaces on the south side of the gravel area. They will not be striped on the ground, but they will be shown on the site plan. They will be designated “Employee Parking” on the plan.

Mr. McCrory said that the site plan says there are/will be twelve employees; the application says nine. The applicant stated that there will be nine employees for the foreseeable future. The number on the plan should be changed from twelve to nine.

Motion: To accept the plan as complete and put it through.

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

By consensus of those present, the abutters’ roll was called while the motion was in the discussion phase. There was no public comment and the hearing was closed.

Mr. Wahrlich added the following conditions:

1. The applicant shall obtain and receive approval for all necessary permits as determined by the Local, State, and Federal governments.

2. The applicant shall obtain and receive approval for all necessary permits as determined by the City of Claremont Planning and Development Department. All building permits applied for from the Planning and Development Department will be reviewed under the Building/Fire Codes in place at time of application regardless of the date of this approval.

3. 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 approved plans for review and conditions of approval.

4. Site Plans are 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.

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

6. The final Site Plan shall be amended to show three additional parking spaces in the southwest part of the lot.

7. The final Site Plan shall be amended to show the number of employees as nine rather than twelve.

**Vote:** Unanimous in favor.

**V. Reports from Boards and Commissions**

**VI. Other**

**a. Discussion of subdivision regulations**

Mr. McCrory asked the Board to review the subdivision regulations for readability and clarity. There was a brief, informal discussion. The Technical Review Committee was also discussed.

**VII. Correspondence**

**VIII. Adjournment**

**Motion:** To adjourn the meeting

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

The meeting adjourned at 7:49 PM.

Respectfully submitted,  
*deForest Bearse*  
Resource Coordinator