



PLANNING BOARD MEETING

Monday, July 10, 2017 7:00 PM
Council Chambers, City Hall

MINUTES

Approved 8/14/2017

- I. **Call to Order** – Mr. Wahrlich called the meeting to order at 7:02 PM.
- II. **Roll Call**
Present: Richard Wahrlich, James Short, Charlene Lovett, Marlene Jordan, David Putnam
Absent: Marilyn Harris, William Greenrose, Bruce Kolenda, Victor Bergeron, Nicholas Koloski
City Staff: Michael McCrory, City Planner
- III. **Review of Minutes – June 12, 2017 - Meeting**
Motion: To accept the minutes as complete
Made by: Mr. Short **Second:** Mayor Lovett

Mayor Lovett asked that the conversation regarding the addition of a pedestrian gate to the self-storage units at #2 Winter Street and the applicant's acknowledgement that that was a good idea be added to the applicant's presentation on page 3.

Mayor Lovett asked to have her statement that there are five Ford dealerships in the region, none of them having a "Quick Lane Service" and her thanking them for considering Claremont for this combined facility be added to the conceptual discussion on page 5.

Vote: Unanimous in favor

IV. **Old Business**

V. **New Business**

- a. **(PL 2017-00008) Katherine Marie (Donovan) Thibodeau, 24 Dane Ave:**
Subdivision of lot 133-18 to annex parcel C (2.77 acres) to 133-19 and annex parcel D (0.89 acre) to 133-36 at 24 Dane Avenue. Tax map 133, Lot 18. Zoning district: R2

Mr. Wahrlich read the public notice.

Planner's Report

The application is for an annexation with some changes to the property lines which requires Planning Board review. No new lots will be created. The plans and application submitted contain the necessary information for this type of project. Mr. McCrory recommended that the application be found complete.

Motion: To accept the application as complete.
Made by: Mr. Short **Second:** Mayor Lovett
Vote: Unanimous in favor

Since there are no new lots, construction or infrastructure in this application, the typical subdivision requirements don't apply. The lots meet the zoning requirements. For future reference, there are deed restrictions that apply to the properties affected by this subdivision. They have no bearing on this application, but may have on future subdivisions of these properties.

Applicant's Presentation

Wayne McCutcheon, surveyor, spoke for the applicant. He said Parcel "C" was so labeled because there had been two previous annexations of this property. Parcel C is going to David and Darlene Page- they will have 2.2 acres when this is complete; Ronald Menard will have 2.12 acres when this is complete.

There were no questions from the board.

Mr. McCrory read the abutters roll. Mr. Wahrlich opened the public hearing and invited comments from the audience. No one wished to speak, so Mr. Wahrlich closed the hearing.

The Board had no questions.

Motion: To approve the applicant's application.
Made by: Mr. Putnam **Second:** Mr. Short

Mr. Wahrlich read the following conditions:

1. The final minor subdivision shall be in substantial conformance with the plan titled, "Annexation Plan of Land Owned by Katherine Marie Thibodeau, 24 Dane Avenue, Claremont, New Hampshire" dated June 5, 2017, prepared by Wayne McCutcheon, LLS.
2. Easements and restrictions apply to the subdivided property as noted in Warrantee Deed recorded Vol. 1607 Pg. 865 at the Sullivan County Registry of Deeds.
3. The applicant or the applicant's agent shall ensure placement of proposed boundary markers identified on the referenced plan by a surveyor licensed in the State of New Hampshire.
4. The applicant shall submit two copies of the approved Minor Subdivision, printed on mylar, to the Planning and Development Office within six months of the date of this approval. The plans shall be suitable for recording at the Sullivan County Registry of Deeds.

Vote: Unanimous in favor

VI. Reports from Boards and Commissions

Mr. Putnam said the Steering Committee for the Master Plan has three chapters left to review. They hope to be done by the end of September.

VII. Other

Amtrak

Mayor Lovett asked if there were any further questions about the Amtrak stop. Mr. Short asked if the building was going to get bigger (with expansion of the ridership). Mayor Lovett explained that there is no station – it is a platform with a waiting pavilion, both of which are on land privately owned by John Lambert – the *Claremont Cycle Depot*. She commented on how this is a perfect fit, because the *Vermont* allows passengers to load and off load bicycles. Tickets are purchased on line. Currently there is free parking, but it is on John Lambert’s land. A medium size station will require long-term parking that is not on Mr. Lambert’s land, as he doesn’t have it available. So, the city will have to determine where it will develop this amenity. Claremont is the only stop on the western side of the state, making it the gateway into the lakes region. The ad hoc committee is working on a “friends of the Claremont Amtrak stop” so it can do more to welcome people into the community. In the interim the committee is working on the idea of providing refreshments, because no business is going to locate near the train stop to provide hospitality if there aren’t enough riders to support their business.

In December 2016, it was signed into law on the U.S. side (for the pre-clearance facility), to have the rail extend into Montreal. In Canada, it has gone through part 1 of their legislative process and was approved. By the end of summer, it should have made it all the way through their government, signed into law on their end, and then the two countries will be working together to determine how the funding will be divided to build the pre-clearance facility. Once that is complete, the Vermont line will extend into Montréal.

To promote the rail service, there is marketing for the train service on CCTV; the Mayor occasionally writes about the train in her weekly newspaper article; there is a website that talks about the Claremont stop as a page to Great American Stations:

(<http://www.greatamericanstations.com/stations/claremont-nh-cla/>).

The ad hoc committee had asked to have the symbol indicating that Claremont is an Amtrak served community on the home page of the City’s website, but the city solicitor had advised against it on the grounds that it might appear that the city was advertising for a private business. But the Mayor said all she wants to say is that Claremont is served by Amtrak, just like the signs posted at the gateways to the city. Mayor Lovett asked Mr. McCrory to see how this might be accomplished. She would also like to provide a link from the city website to the Amtrak site where tickets can be purchased.

(NOTE: The Visitor page of the City’s website does say it is a “rail served community”
(<http://www.claremontnh.com/visitors/>))

Site Plans

Mayor Lovett said that when the board approves site plans that show landscaping, it is the presumption that the landscaping is to be maintained. Mr. McCrory agreed that that is generally the case. She asked if the city ever reviews the sites a year or more after the approval. Mr. McCrory said this is a staff function and said he had been thinking about that. The Planning Board discussed an annual review of approved site plans with an expectation that on an annual basis, the Planning Board would get an update from the Planning Department with regard to the status of approved site plans. He said he intends to review the last two years of plans and if there are issues, to address them with the landowner. Mayor Lovett asked if maintenance of landscaping should be included as a specific condition in the plan approvals. Mr. McCrory said that the site plan is a form of contract between the developer and the city – what they present is what they promise to do.

Mr. Putnam asked, if the city has ongoing jurisdiction over sites after the C.O has been granted, then how does the city allow properties that are eyesores to be remain as such? Mr. McCrory said that the property maintenance code addresses those types of situations.

Mayor Lovett asked if applicants are actually aware that they are expected to maintain the landscaping that is shown on their approved plan. Mr. McCrory said it was a fair question. Mayor Lovett said perhaps it would be beneficial to make the board’s expectations clearer in the list of conditions so that the applicants are aware of them.

Public Health Chapter

Mr. Putnam asked the board members if they had any issues with the Master Plan hosting a public health chapter. Mayor Lovett felt it would be a wonderful addition. She said her only concern was that all of the stakeholders be brought into the discussion, because a lot has already been done at both the local and county level. She said she objected to duplicity and not putting all the pieces together. Mr. Putnam said it would be “short and very broad and will provide objectives that are broad enough so that it doesn’t necessarily identify any one entity or program – but gives the opportunity for the development of building more access to public health issues – and working on public health issues with some oversight through the Master Plan.” Mr. McCrory said it will be forward-thinking and the staffer who is writing it has access to and familiarity with all of the work Mayor Lovett referenced. Mr. Wahrlich said he worries that it creates a heavier burden on the city of Claremont. He said the ways things are now, the burden tilts more towards the county. He said he agrees that there is a need for it, but he worries that it will develop into more of a burden.

Mr. Putnam said a disadvantage is the city’s lack of a public health official who could lead in the implementation of the chapter’s goals.

VIII. Correspondence

IX. Adjournment

Motion: To adjourn the meeting

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

Vote: Unanimous in favor

The meeting adjourned at 8:34 PM.

Respectfully submitted,
deForest Bearse
Resource Coordinator