



Planning Board Meeting
Monday, July 8, 2013
Council Chambers, City Hall at 7:00 pm

MINUTES
Approved 8/12/13

I. Roll Call

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

Absent: William Greenrose

City Staff: Michael McCrory, Interim City Planner

II. Review of Minutes June 24, 2013

Motion: to approve the minutes from the June 24, 2013 meeting

Made By: Mr. Kolenda **Second:** Mr. Fowler **Vote:** Unanimous (Mr. Bergeron abstained)

Mr. Harlow and Mr. Short will act as voting members this evening due to absences.

III. New Business

- **(PB2013-0007) Senior Citizens Housing Development Corp., Claremont, NH -**
The applicant is seeking a Site Plan Amendment to place fill and expand on-site parking. Property Location: 67 Maple Ave, Claremont, NH Tax Map 143, Lot 1, Zoning District R-2.

Mr. Kolenda has stepped down for this application as he has worked for St. Pierre.

Mr. McCrory explained that the applicant seeks to make improvements to the visitor and event parking area. The site includes the addition of fill, expansion of parking and the paving new parking spaces. Site review and information provided by the applicants' states that there will be a net increase of 34 parking spaces.

Motion: to accept this plan as complete.

Made By: Mayor Neilsen IV **Second:** Mr. Short **Vote:** Unanimous

Mr. McCrory informed the board that the portion of the site to be addressed will be the southerly portion of the parking areas. Waste materials from the Draper's Corner project can be utilized. There will be approximately 115 parking spaces when the project is completed. There is adequate circulation, no new pedestrian facilities, the embankment proposed is a 2:1 slope, and additional light poles are proposed. The existing propane tanks will be relocated. This is not a change to the program of the building but a change to the parking. Staff feels storm water management is essential to the site and stabilization is necessary throughout the project. The

driveway will be widened and it is believed that there is temporary driveway permit for the construction (a final driveway permit will be issued at a later time).

Mr. Bergeron asked if there would be any impact to the abutters.

Chair Guillette asked about the type of lighting. Mr. McCrory stated that they asked for downcast lighting but the applicant can expand. Chair Guillette inquired about the relocation of the propane tanks. Mr. McCrory stated the back corner on the plan is accurate for the final layout. Mr. Short asked about the existing garage in relation to parking. Mr. McCrory stated that he did not count the small space as a parking space as it does not meet requirements.

Jeremy St. Pierre, Construction Manager, was present to discuss the application. He stated the current propane tanks are behind the fence but they plan to move them to the back corner to keep with the parking plan and add to the safety. The tanks against the building are for food service only. The lighting will be downcast and the positions on the plan are schematic.

Mr. Short asked about the relocation of the retaining wall. Mr. St. Pierre stated the retaining will be shifted to aid the food service trucks and construction vehicles alike.

Mr. Bergeron asked how storm water runoff will impact the site or abutters. Mr. St. Pierre stated there is an addition of impervious surface and the flow will be headed down stream. The majority of the runoff will be received by the Bourdon Center properties.

Warren Stevens, M & W Engineering, stated that all slopes stop short of the brook. There is a 2:1 slope plan with matting on it. There are many slopes there currently that are 2:1 and they have held up well.

Mr. Fowler would like to know why the applicant is not proposing a fence to protect the other properties from noise or glare in the new proposed area. Mr. Stevens stated the Bourdon Center owns beyond what is shown. There is also substantial vegetation.

Mayor Neilsen IV asked if any trees would be cut down. Mr. St. Pierre stated 6-7 trees are located in the construction area but most of those are towards the East end of the site towards the brook.

Mr. Harlow asked of the new parking area will have drainage and if there will be an increase of handicap spaces. Mr. St. Pierre stated that a new stone apron will be added as well as two new handicap spaces.

Open Public Hearing

One abutter was present. Abutter chose not to speak.

Close Public Hearing

Motion: to approve the application for a Site Plan Amendment to place fill and expand on-site parking at 67 Maple Ave. with the following conditions: Conditions Subsequent: (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, (3) The applicant shall notify the Zoning Administrator when 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, (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 in a form suitable for recording at the Sullivan county Registry of Deeds must be provided and Proposed Site Specific Conditions: (1) Every effort shall be taken to prevent erosion and avoid release of sediments into the adjacent wetlands during and after construction. The applicant shall direct parties responsible for placement of fill and construction of the new parking area to follow standards and best management practices as set forth in the latest edition of "The NH Stormwater Manual" for construction phase and post-construction erosion and sediment control practices.

Made By: Mr. Fowler

Second: Mr. Bergeron

Vote: Unanimous

- **Zoning Updates** - Review of corrections to the recently adopted City Center Project zoning amendments.

To be reviewed at the next meeting.

- **Draft Site Plan Regulations** - Discussion of draft amendments to the Site Plan Regulations.

To be reviewed at the next meeting.

IV. Reports from Boards and Commissions

Planning Board - Mr. Ramirez has moved to Enfield, NH and has resigned. Mr. Austin has moved out of town and the City Council will be appointing a new member.

V. Adjournment

Motion: to Adjourn

Made By: Mr. Fowler

Second: Mr. Kolenda

Vote: Unanimous

Meeting adjourned at 7:40 PM

Minutes Respectfully Submitted by Kelly LeBlanc