



Planning Board Meeting
Monday, August 22, 2016 7:00 PM
Council Chambers, City Hall

MINUTES
Approved 9/26/2016

I. Roll Call

Present: William Greenrose, Richard Wahrlich, Bruce Kolenda, James Short, Victor Bergeron, Marlene Jordan, Rois Neil Ward, Jr.

Absent: Marilyn Harris, Charlene Lovett, Nicholas Koloski, David Putnam

City Staff: Michael McCrory, City Planner

Mr. Wahrlich asked Mr. Ward to sit in for Mr. Putnam.

II. Review of Minutes – August 8, 2016

Motion: To accept the minutes of August 8th.

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

Vote: Unanimous in favor

III. Old Business

- A. PL 2016-00011 DLC Investments, Spofford, NH:** Application for Site Plan approval for two 30 ft x 120 ft self-storage buildings at **Winter Street #2**. Tax Map 108, Lot 71. Zoning district: CR2 (Cont. from 8/8/2016)

Planner's Report

Mr. McCrory said he had met with the applicant, reviewed the application, and concluded that the application was incomplete. He urged the applicant to withdraw the application, but a formal withdrawal had not been received by the start of this meeting. Mr. McCrory recommended that the Board find the application not complete and not accept it. (The applicant was not present at the meeting.)

Motion: To reject the application as incomplete.

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

Vote: Unanimous in favor

- B. PL 2016-00012 Deglace LLC, Louisville, KY:** Application for a Special Use Permit for a change of use from retail to chocolatier business at **40 Union Street**. Tax map 107, Lot 13. Zoning district: MU (Cont. from 8/8/2016)

Planner's Report

The applicant is proposing to produce a specialty line of chocolates on a small scale in the former Esersky building. Mr. McCrory categorized the proposed use as "Light

Industrial” which requires a Special Use Permit in the Mixed Use zoning district. Site plan review is not necessary because of the small scale of the proposal and because the footprint of the building will not change.

Applicant’s Presentation

Mona Changaris said Deglace produces vegan, non-allergen, non-GMO, organic chocolate and was looking to develop a line of chocolate sweetened with local maple syrup. The former Esersky building would be used as a test kitchen for the new line. Truck traffic will consist of trucks no larger than normal UPS delivery trucks and truck volume will be less than when the building was used as a hardware and paint store. There will be two to four locally hired employees. Retail sales may be added to the building sometime in the future, but not at present.

Public Hearing

No one from the public was present, so the public hearing was closed.

Discussion by the Board

The Board reviewed the nine criteria for a Special Use permit:

1. **The compatibility with and impact on abutting uses and the surrounding neighborhood:** The Board felt that the proposed use is compatible with the mixed use neighborhood.
2. **The proposed degree of renovation, if any:** The applicant described the building as a “legacy building” and stated that it would be renovated to look more like its original appearance.
3. **The location’s appropriateness for the proposed development or conversion:** The proposed use is smaller, less intense than the former hardware store so the location is appropriate.
4. **The provision or availability of adequate parking:** There are nine spaces on the site which is more than adequate for the proposal.
5. **The impact on vehicular and pedestrian safety:** There will be no impact on vehicular and pedestrian safety because of the scale of the proposal; because there are sidewalks in front of the building; and because there is a traffic light at the intersection where this property is located.
6. **The provision of appropriate related services and facilities:** The property is served by City water and sewer; it was recently upgraded to comply with ADA requirements.
7. **The consistency with the intent and spirit of Claremont’s Master Plan:** The Board felt this proposal complies with the Master Plan.
8. **The provision of adequate transportation, water, sewerage and other public requirement, including handicapped accessibility:** See #6 above.
9. **Other criteria as may be appropriate based on the specific nature of the application.** The Board did not add other criteria.

Motion: To accept the application.

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

Vote: Unanimous in favor

IV. New Business

- A. **PL 2016-00013 Wayne & Marlene Jekubovich, 138 Clay Hill Rd:** Application for subdivision approval to do a lot line adjustment between 138 Clay Hill Road and 134 Clay Hill Road. Tax Map 57, Lots 57-31 & 57-31-1. Zoning district: RR

Planner's Report

Mr. McCrory said the proposal is to transfer 20,000 SF from the smaller lot to the larger lot as shown on the plan. Both parcels are owned by the applicants. Both lots will comply with zoning after the lot line adjustment. He recommended that the Board find the plan complete.

Motion: To accept the plan as complete.

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

Vote: Unanimous in favor

The applicant was present at the meeting, but did not give a presentation to the Board.

Public Hearing

Mr. McCrory read the abutters roll. No abutters were present. Mr. Wahrlich closed the public hearing.

The Board had no questions or concerns.

Motion: To approve the application with the following conditions:

1. The minor subdivision shall be in substantial conformance with the plan titled; "Boundary Line Adjustment Plan of Land, Wayne & Marlene Jekubovich" dated July 5, 2016 and revised August 17, 2016, prepared by Paton Land Surveying.
2. The applicant shall hire a surveyor licensed in the State of New Hampshire to place proposed boundary markers as identified on the referenced plan.
3. The applicant shall submit two copies of the approved Minor Subdivision to the Planning and Development Office in accordance with the Subdivision Regulations and suitable for recording at the Sullivan County Registry of Deeds.

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

Vote: Unanimous in favor

V. Reports from Boards and Commissions

VI. Other

- A. **Discuss planning goals and implementation**

Mr. McCrory distributed to the Board an “Assessment of Planning Studies and Implementation Programs in Relation to Claremont’s 2011 Master Plan Goals”. He said the assessment provides an overview of planning work in progress or completed and how that work addresses goals of the 2011 Master Plan.

The Board welcomed Mr. McCrory as the City’s full-time planner.

Mr. Bergeron reported that the City has been working successfully to eliminate lead water pipes throughout the City.

Mr. Kolenda asked for an update on enforcing the site plan conditions for Imperial Auto on Washington Street. Mr. McCrory acknowledged that Mr. Kolenda had been asking (several times) about Imperial Auto and how they have been displaying cars out front, in violation of the conditions of their site plan. He said he had been in contact several times with a representative of the owner to try and figure out the timing for them to come before the Board and get a site plan amendment. He said he was encouraging them to meet with him this week and if he didn’t see anything, he will follow through with enforcement. Mr. Kolenda said he had no problem with Imperial displaying cars out front - it was just that they and the Board had agreed that cars would not be displayed there and now they are. Mr. McCrory said Imperial is interested in fixing the problem, but that the timing has been poor. Now that He is employed with the City full time, “the timing is improving.”

Mr. Bergeron asked for an update on the status of the Brickers Restaurant. He said people have been asking him about it. Mr. McCrory said it was still with the Planning Board.

VII. Correspondence

VIII. Adjournment

Motion: To adjourn the meeting

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

Vote: Unanimous in favor

The meeting adjourned at 8:02 PM.

Respectfully submitted,

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