



Planning Board Meeting

Monday, August 25, 2014
Council Chambers, City Hall at 7:00 pm

MINUTES Approved 9/22/2014

I. Roll Call

Present: Victor Bergeron, James Short, Richard Wahrlich, Mayor Neilsen, Marilyn Harris, Bruce Kolenda

Absent: William Greenrose

City Staff: Michael McCrory, Interim City Planner; deForest Bearse, Resource Coordinator

II. Review of Minutes - July 28, 2014

Motion: To accept the minutes of the July 28 meeting as presented.

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

III. Old Business

There was no old business to discuss.

IV. New Business

- a. **PL 2014-00011 Fulling Mill Fly Fishing LLC, 329 River Road:** Site Plan application for construction of a 1,750 SF warehouse addition with a 750 SF mezzanine above for storage for a total building area of 4,834 SF (Tax Map 163, Lot 4) Zone: I1

Mr. McCrory stated that the applicant seeks to construct a 1,750 SF addition to the building at 329 River Road to be used as warehouse space. Since this constitutes expansion of a commercial use, site plan approval is needed (in this case, an amendment to a previously approved site plan for the property). He stated that the proposed location for the addition minimizes the need to recreate circulation patterns on the site.

He noted that the Zoning Board has already approved the variance needed for encroachment in the rear setback.

He stated that the application was complete.

Motion: To accept the application as complete.

Made by: Mr. Kolenda **Second:** Mr. Bergeron **Vote:** Unanimous in favor

Mr. McCrory stated that there would be no change in access to the property.

Dana Dodge, representative for Fulling Mill, said the company is experiencing a modest 8-10% growth per year and they simply need more warehousing space.

Ted Chivers, representing All Seasons Construction (contractor for the project), said that the addition was a “simple, basic” one to be used for storage. He said there would be no change in the amount of traffic to the site and no disruption in the flow of traffic on the site.

The abutters’ roll was called. There were no abutters present. Chairman Wahrlich closed the public hearing.

Motion: to accept the amendment to the site plan for Fulling Mills Fly Fishing LLC at 329 River Road as presented in the plans with the following 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. All building permits applied for from the Planning and Development Department will be reviewed under the Building/Fire Codes in place at the 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 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 shall be provided to the Claremont Planning and Development Department.

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

- b. **PL2014-00012 R.E. Hinkley, 10 Lane Ridge Road:** Site Plan Amendment application for addition of a 30,000-gal propane storage tank (Tax Map: 164; Lot 6) Zone: B-2

Mr. McCrory stated that the applicant is proposing to add a 2nd 30,000-gallon propane storage tank to the property at 10 Lane Ridge Road. The plan for the first tank was approved by the Planning Board in April 2014. Mr. McCrory stated that the application was complete.

Motion: To accept the application as complete.

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

Mr. Scott Hinkley said that the required fire safety analysis for the site had been completed with two tanks.

The abutters' roll was called. No abutters were present. Chairman Wahrlich closed the public hearing.

Motion: To approve the application with the following conditions subsequent:

CONDITIONS SUBSEQUENT

1. The applicant shall obtain 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 the 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 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 end of the two-year deadline, the site plan is no longer valid and must be recertified through the Planning Board.
5. The applicant shall incorporate post-construction survey information of the site grading and fuel storage facility into the final Site Plan Amendment. Two (2) mylars 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. Bergeron **Second:** Mr. Short **Vote:** Unanimous in favor

V. Reports from Boards and Commissions

Mayor Neilsen stated that there would be an economic development update to the City Council at the next meeting of the Council on August 27th.

VI. Other

There was no other business to discuss.

VII. Correspondence

Received by the Board were:

- (a) Permit by Notification from Lower Village Hydroelectric requesting a wetlands permit to dredge sand from the Sugar River at 108 Lafayette Street.

VIII. Adjournment

Motion: to adjourn the meeting.

Made by: Mr. Kolenda **Second:** Mayor Neilsen **Vote:** Unanimous in favor

The meeting adjourned at 7:35 PM.

Respectfully submitted,
deForest Bearse
Resource Coordinator

