



Planning Board Meeting
Monday, April 9, 2012
Council Chambers, City Hall at 7:00 pm

Approved Minutes

I. Roll Call

Present: Peter Guillette, Richard Wahrlich, Bruce Kolenda, Stephen Cutts, James Neilsen, IV, Andrew Austin, William Greenrose, James Short (alt), Kenneth Harlow (alt), Russell Fowler (alt)

Absent: Ruben Ramirez, Victor Bergeron (alt)

City Staff: Tracey Hutton, City Planner; Kelly LeBlanc, Administrative Assistant

II. Review of Minutes March 12, 2012 & March 26, 2012

Motion: to approve minutes from March 12, 2012 as amended.

Made By: Mr. Kolenda **Second:** Mr. Wahrlich **Vote:** Unanimous

Motion: to approve minutes from March 26, 2012.

Made By: Mr. Neilsen, IV **Second:** Mr. Austin **Vote:** Unanimous

III. Old Business

- **(PB2012-0007) DSM Realty, Tewksbury, MA-** Site Plan Amendment under Appendix C Article II of the City Code for the alteration of a preexisting retail plaza. Property Location: **345 Washington Street**, Tax Map 133, Lot 63, Zoning District B-2.

The applicant proposed to renovate the existing vacant space in this plaza and combine it with the "Olympia Sports" space. There will be a slight addition back and front. The parking lot and associate travel and fire lanes will be altered to accommodate this addition.

Motion: to accept the application as complete.

Made By: Mr. Kolenda **Second:** Mr. Neilsen, IV **Vote:** Unanimous

Jeff Kevan, from TF Moran [the Civil Engineering firm representing Market Basket], was present to discuss the application on behalf of the owner. There will be a 1,385 SF addition on the front of the building. The side walk and overhang will be removed and moved forward. Additional islands and landscaping will occur on the property. The rear addition would make up 2,864 SF of new space for a single tenant and would allow for a dock/dumpster area in the back. There are currently 600 parking spaces; after the renovation 599 parking spaces will exist. Parking requirements have been met.

Mr. Greenrose inquired and confirmed that the distance of the building to the retaining wall is sufficient for the trucks to access the dumpsters.

Mr. Harlow stated that the drawing shows the gas meter on the exterior corner of the building. Mr. Kevan stated that the main panels will be relocated to the side of the addition at the main entrance where the fire department comes in when needed.

Chair Guillette reinforced that all fire equipment/gas appliances and the like must meet code.

Mr. Short asked about the amount of windows for the front addition. Mr. Kevan stated it will be architecturally similar to the other spaces in the plaza.

Open Public Hearing

No Abutters Present

Close Public Hearing

Mr. Fowler stated that while he is not voting he is in support of the plan.

Motion: to approve the Site Plan Amendment under Appendix C Article II of the City Code for the alteration of a preexisting retail plaza with the Standard 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, (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, and (5) Two (2) mylars in a form suitable for recording at the Sullivan county Registry of Deeds must be provided.

Made By: Mr. Kolenda

Second: Mr. Austin

Vote: Unanimous

IV. Other - Site Visit reminder on April 21, 2012 at 10:00AM

V. Correspondence

VI. Adjournment

Motion: to adjourn

Made By: Mr. Neilsen, IV

Second: Mr. Kolenda

Vote: Unanimous

Meeting adjourned at 7:15PM

Respectfully Submitted by,

Kelly LeBlanc, Administrative Assistant