

Planning Board

August 14, 2014

Members Present were: Chair Ernie Allain, Regular Members Greg Estrella, Tom McCue, Mark Evans, Lori Langlois, Ex-Officio members Lucie Remillard, Sue Tremblay, Alternate Members Richard Cassidy and John White

Excused were: Aline Boucher and Martha Creegan

Others Present: Tim Coulombe, Burke York, David Marois, Lynda Roberts, Ron & Elaine Dinardo, Donald Poirier, and Pam Laflamme, Community Development Director

Public Comments

There were no public comments.

Approval of the July Minutes

Ms. Remillard moved with a second from Mr. McCue to approve the July minutes as presented. So moved, the motion carried.

Lot Mergers

Aaron & Shannon Hamlin of 284 Denmark Street applied to merge Map 126 Lots 21 & 22 on Denmark Street. They are requesting the merger to build an accessory building on the additional lot. The existing garage will be torn down.

Ms. Remillard moved with a second from Mr. Estrella to approve the merger. So moved, the motion carried.

Marcel, Theresa & Nicole Bunnell of 591 Third Avenue applied to merge Map 130 Lots 330 & 329 on Champlain for tax purposes. **Ms. Langlois moved to approve the merger; Mr. McCue seconded and the motion carried.**

Driveway Application

JAZKLD Realty LLC, David Marois, Owner applied for a driveway permit for 60 Mason Street, Map 119; Lot 228. Mr. McCue recused himself from the discussion & vote. Ms. Laflamme reported that the driveway application was reviewed by the Public Works director and he found no issues. The Planning Board reviews all commercial applications. The driveway on Oak Street will be 45 feet wide and require an 8 foot curb cut. **Ms. Remillard moved to approve the application; Mr. Evans seconded and the motion carried.**

Mr. Estrella confirmed that the runoff will keep with the slope of Oak Street. Mr. Evans asked what zone the building is in and Ms. Laflamme stated that it is just outside the Downtown Zone and it is Business General.

Minor Subdivision – 56 Mt. Forist Street (Bartlett School Property)

Ms. Laflamme indicated that the City Council approved a purchase & sale agreement with TKB to do residential housing at Bartlett School. The City wishes to keep the grass field area for recreation purposes. The subdivision would be contingent on the final sale of the property.

Mr. McCue moved to accept the application as complete; Mr. Estrella seconded and the motion carried.

Public Hearing

Chair Allain opened the public hearing at 6:45 p.m.

Ron Dinardo of the Seventh Day Adventist Church questioned the parking for the proposed housing complex. He feared that if there is not enough parking, tenants and guests would park in the Church's parking lot limiting the number of spaces for parishioners. Ms. Laflamme responded that the plan calls for adequate space for tenants with no impact to surrounding properties. She added that police can be called if there is an issue with parking on church property. Chair Allain suggested a sign depicting "parking for Church members only".

Donald Poirier questioned where the dividing line would be and how the field would be accessed. Ms. Laflamme said that the recreation area to be created is still in the planning stages. Mr. York added that the City owns contiguous lots from Bartlett School all the way to Green Street. It was understood that there is enough land for more parking and future plans to lay it out appropriately. Chair Allain closed the public hearing at 6:54 p.m.

Board Comments – there were none.

Ms. Remillard moved to approve the minor subdivision of 56 Mt. Forist Street once the sale to TKB is final; Mr. McCue seconded and the motion carried.

Site Plan Review – TKB Properties, LLC – Bartlett School

Tim Coulombe of TKB explained that they will be converting the former Bartlett School to 13 apartments. The outside of the building will remain primarily the same other than repointing and fixing the brick. There will be 28 spaces for parking. There is the possibility of low profile solar panels depending on the outcome of a historical review. There will be green space on the north side; snow removal and the barricaded dumpster will be on the east side of the building.

The apartments will be about 1000 square feet each, with an open concept; there will be one ADA unit. Ms. Remillard asked how many have to be subsidized and Mr. Coulombe indicated that he would send the information to Ms. Laflamme. Mr. Estrella asked about

the heating system and Mr. Coulombe said that if the solar panels idea doesn't work out, they may use a pellet boiler or split units; there will be air conditioning in every unit. There will be 3 units in the basement. No elevator is planned. Mr. McCue asked about exterior lighting and Mr. Coulombe stated that there would be post or wall sconces. He added that motion sensors have worked well on other properties they own in Berlin.

Ms. Langlois asked if there would be a common area and Mr. Coulombe replied that is possible in the basement. Ms. Remillard confirmed that there would be a laundry area in each unit. Mr. Estrella asked if there is asbestos in the building; Mr. Coulombe said that there is and they have a contract with Acadia to remediate. Mr. McCue asked if there is a change in the pavement. Mr. Coulombe noted that some pavement will be removed to have a grass area. Mr. McCue affirmed that there would be shrubbery on the outside and that trash will be handled by the complex.

Mr. Evans moved to accept the application as complete; Mr. McCue seconded and the motion carried.

Public Hearing

Chair Allain opened the public hearing at 7:20 and subsequently closed the public hearing as there were no comments.

Approval of Site Plan

Mr. Evans moved to approving the site plan as presented; Mr. Estrella seconded and the motion carried.

Authorization to Sign Subdivision

Realizing that no motion had been made to authorize Chair Allain to sign the subdivision presented earlier, Mr. McCue so moved; Ms. Langlois seconded and the motion carried.

Legislative Policies

Ms. Laflamme indicated that Tom McCue is the City's representative on the NH Municipal Association's Legislative Policy Committee. She reviewed the proposals regarding Infrastructure, Development and Land Use and asked that the Board voice any opinions.

Other - none

Public Comments - None

Member Comments

Mr. Cassidy commented that people are trying to go Pleasant Street in the wrong direction. Ms. Laflamme stated that perhaps better signage is needed.

Planner Comments

Ms. Laflamme reported that Zoning was changed to allow for crematoriums in the residential zone and Bryant Funeral Home did not need ZBA approval because they are adding to an existing structure. Their plan is underway. In Fleury's case they, they needed ZBA approval. They could not simply merge the properties that they have acquired because they are in different forms of ownership. When Fleury's went before the Zoning Board, their request for a variance was denied. Rather than re-applying for variance, Fleury's will change the ownership of their properties and their project will go on in a plan similar to Bryant's.

The next meeting will be Tuesday, September 16.

There is a Law Lecture series in Littleton; information will be sent by e-mail.

Mr. McCue asked about the North Country Scenic Byways Committee and Ms. Laflamme said that she has been appointed as the representative by the City Council.

Adjournment

Ms. Langlois moved to adjourn; Ms. Remillard seconded and the motion carried. The meeting ended at 8:00 p.m.

Respectfully Submitted

Susan Tremblay