

**MINUTES
CHARLESTOWN PLANNING BOARD
APRIL 21, 2009**

Members Present: Robert Frizzell –Chair; Sharon Francis –Vice-Chair; Doug Ring – Ex-Officio, Andy Jellie, Eric Lutz, Ken Moore, Pat Royce

Alternates Present: Herb Greenwood, Linda Stewart

Staff Present: David Edkins – Planning & Zoning Administrator
Regina Borden – Recording Secretary

CALL TO ORDER & SEATING OF ALTERNATES: Robert Frizzell called the meeting to order at 7:00 PM. He noted that the full Board was present therefore the seating of Alternates would not be necessary.

APPROVAL OF MINUTES OF APRIL 7, 2009:

Sharon Francis moved to approve the Minutes of the Site Visit on April 7, 2009, as printed. Pat Royce seconded the motion. With five members in favor, the minutes were approved. Ken Moore and Eric Lutz abstained as they were not present.

Eric Lutz moved to approve the Minutes of the April 7, 2009 meeting, as printed. Sharon Francis seconded the motion. With seven members in favor, the minutes were approved.

RODERIC A. & BETTINA Z. LAVOIE – Two (2) Lot Subdivision – Sam Putnam Road, Map 238, Lot 11 – Zone E (Mixed Use): Travis Royce of Landmark Land Services, LLC represented the applicants, Roderic and Bettina Lavoie. He explained where the set-backs were from the wetlands. Lot #1 will be 3 acres and Lot #2 will be 17.95 acres. Lot #1 has an existing slab, well, septic system design and driveway. There are approximately one-and-a-half acres of good buildable space on Lot #1 after the allowance for the 7500 square foot well radius. At this time it is not the owner's intent to sell either lot. Lot #2 is pretty well wooded; there is a trail. They stayed on one side of the stream because there is no intent to build in that area. No abutters were present.

Mrs. Francis moved to accept as complete this application for a two lot subdivision on the Sam Putnam Road as presented for Roderic and Bettina Lavoie with the condition that the owners sign the application form. Mr. Moore seconded the motion. With seven members in favor, the motion was approved.

Robert Frizzell stepped off the Board for this agenda item; Sharon Francis assumed the Chair position.

ROBERT & APOLLONIA FRIZZELL – Preliminary Consultation re: Potential Subdivision – North Hemlock & Old Acworth Stage Roads – Map 228, Lot 12 – Zone E (Mixed Use): Robert and Apollonia Frizzell discussed potential subdivision layouts on their property to accommodate a new home for their children. This subdivided parcel would be approximately 13 acres. A Driveway Permit would have to be issued from the Old Acworth Stage Road (Class VI) but actual access would be from the existing driveway off the Old Claremont Road.

Robert Frizzell re-assumed his position as Chair.

PLANNING & POLICY ISSUES:

Lot Size Averaging: One Size Does Not Fit All: Mr. Edkins distributed copies of a chapter from the new Innovative Land Use Planning Techniques book – Lot Size Averaging: One Size Does Not Fit All. Board members will look it over and spend some time talking about it at the next meeting.

Jennifer Baker / Wee Haven Child Care: Mr. Edkins explained that Jennifer Baker would like to increase the enrollment capacity from 35 to 43 children. There will be no physical changes in the in the building but she can now use some of the living space as they no longer live there. The State told her that with this additional space she could increase capacity to 43 children. Some minor modifications were made to the building in August of 2000. One of the exclusions at that time was not to increase the capacity of 35. There will be no additional staff as Jennifer Baker will work full time rather than part time. The State, Fire Chief, Health Officer and Building Inspector will inspect it for safety accommodations due to the additional eight (8) children. Police Chief Smith will be asked to be sure there have not been any problems in terms of traffic and parking. Mr. Edkins noted that when work was being done on the Safe Routes to School Grant they did consider a trail to facilitate the children that walk from the Primary School to Wee Haven. There was a consensus to handle this as an Amendment to the original application.

ADMINISTRATION & CORRESPONDENCE:

Ted Georgiadis – Charlestown House of Pizza: Copies of Mr. Edkins letter dated April 13, 2009, were enclosed in the packets. Mr. Georgiadis had inquired about the addition of a roof over the new ice cream windows on the south side of the building. To-date he has not responded to the letter.

Route 12 Project: There will be a Public Informational Meeting on the Route 12 Project on April 29th at 6:00 pm at the Fall Mountain Regional High School. This will be a presentation to show the five alternatives alignments that have been developed thus far. In June the Advisory Committee members will get together to select a preferred alternative. The stimulus money is moving some DOT projects along quicker.

Heritage Restaurant: Mrs. Francis noted the proliferation of signs at the Heritage Restaurant. There are now seven signs not including the entrance and exit signs. The

Hot Tub business has a banner. Mr. Edkins advised that this was just brought to his attention and he will address it with the owners.

Capital Improvement Program Committee: Mr. Edkins mentioned that the Capital Improvement Program Committee was to consist of two Planning Board members, two Finance Committee members, one Selectboard member and one Highway Advisory Board member. Mrs. Royce has been appointed as a Planning Board representative by the Selectboard. Andy Jellie agreed to be the second member to represent the Planning Board.

R & K Towing: Mr. Ring advised that the neighbor to Mr. Scott has concerns regarding compliance with the conditions of his permit. Mr. Edkins had previously looked at the operation after becoming aware of this but everything was in order at that time. This Board would not have approved that operation in the beginning without the support of those neighbors because of the access over their land. Mr. Ring wanted to bring this to the Board's attention for future reference.

Next Meeting: The next meeting is scheduled for Tuesday, May 5, 2009, at 7:00 PM.

ADJOURNMENT:

There being no other business, Mr. Lutz moved for adjournment. Mrs. Francis seconded the motion, with all in favor, the meeting adjourned at 8:12 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 4-23-09

(**Note:** These are unapproved minutes. Corrections, if necessary, may be found in the minutes of the May 5, 2009, Planning Board meeting.)