

**MINUTES
CHARLESTOWN PLANNING BOARD
SEPTEMBER 1, 2009**

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

Alternates Present: Linda Stewart

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

CALL TO ORDER & SEATING OF ALTERNATES: Sharon Francis, Vice-Chair, called the meeting to order at 7:00 PM. The absence of regular members Robert Frizzell (Chair) and Ken Moore and alternate member Herb Greenwood was noted. Mrs. Francis called upon alternate member Linda Stewart to sit for Robert Frizzell.

APPROVAL OF MINUTES OF AUGUST 18, 2009:

Mr. Lutz moved to approve the Minutes of the August 18, 2009 meeting as printed. Mrs. Royce seconded the motion. With four members in favor, the minutes were approved. Mr. Jellie and Mrs. Stewart abstained as they were not present at this meeting.

ROGER G. & SUSAN M. FILION, cont'd. – Two (2) Lot Subdivision – 411 Calavant Hill Road – Map 205, Lot 31 – Zone E (Mixed Use): Tom Dombroski was present, representing the applicants, Roger and Susan Filion. He advised that the approval for the septic system was received from the State. The Driveway Permit was approved by Highway Superintendent, Keith Weed. The only change to the map is the notation of the State's subdivision approval. No abutters were present.

Mr. Ring moved to grant final approval for the application of Roger G. and Susan M. Filion for a two lot subdivision at 411 Calavant Hill Road. Mrs. Royce seconded the motion. With six members in favor, the motion was approved.

PLANNING & POLICY ISSUES:

Zoning Amendment – Lot Size Averaging: Mr. Edkins had enclosed in the Board's packets a 2nd Draft of the Proposed Amendment to the Zoning Ordinance – Lot Size Averaging. The following revisions were noted:

- The minimum acreage for a lot size averaging subdivision plan shall be twenty (20) acres in both the Mixed Use and Watershed Zones;
- Eliminated some language about two options that determined how many lots could go into a subdivision: 1) There was one where the applicant would submit a plan showing a conventional subdivision; and 2) a calculation formula that was confusing; this option was deleted;

- Changed the Density bonus to 25% if 75% of the total acreage was protected of resources identified in the Master Plan; this was increased from 15% and 50%.

If the Board is comfortable with this document he will send copies to the Conservation Commission, local developers and ask Travis Royce to look it over.

Mr. Lutz would like to see a factor included specific to trees; for developers to leave as many trees as possible. Mr. Edkins noted that trees get “tricky” because you cannot control what happens five years from the approval but he will try to put something in relative to the preservation of trees.

Mrs. Francis recommended making reference to the Natural Resources Inventory Plan which is in the process of being adopted by the Conservation Commission. Mr. Edkins will add this on page 2.

Mr. Edkins will ask Dick Holmes about inviting the PB to one of their meetings or see if the CC would prefer to attend a PB meeting to make a presentation on the Natural Resources Inventory.

Mr. Edkins noted that the PB still has time to work on this; a Public Hearing could be held in December and then it would go to a Town vote in March.

ADMINISTRATION & CORRESPONDENCE:

Unity Stage Road: Mr. Edkins has a copy of the Wetland Permit Application that the Town submitted to the DES on the Unity Stage Road wash-out where it comes out onto Route 12. They will have to re-locate and enlarge the culvert.

Department of Environmental Services: Bob Scott brought in some correspondence from the DES. Apparently his neighbors contacted the DES with a complaint about the possibility of contaminated soils. The State came out, took some soil samples and they came back clean.

St. Pierre, Inc.: Mr. Edkins would like to address the following issue. In 2004 the PB approved the expansion of the St. Pierre, Inc. River gravel pit. Following that some of the neighbors appealed the decision but the PB decided not to hear the appeal. Mrs. Francis was the Acting Chair on the PB at that time as Jessie St. Pierre had stepped down as the Chair; Mr. Lutz was an alternate member. St. Pierre, Inc. then had to get the State Site Specific Permit which was approved at the end of May 2004. They also had to post a bond. Due to the interim period the Permit “slipped through the cracks” and it apparently did not get signed. Last week Albert St. Pierre was looking for a copy of the permit thus the lack of a signature was discovered. The Bond was posted and has been renewed. It is all well documented. Mrs. Francis would like to see the Minutes but is willing to sign the permit. Mr. Jellie recommended that it be run by the Town attorney first since this is an unusual issue. Mr. Edkins agreed to do so. It was noted that Mr. Frizzell became the Chair in March 2004.

CEDA Park: Mr. Lutz mentioned that the park has 63 acres but if the quarry area where St. Pierre, Inc. is working in is taken away it leaves about 30 acres for sale. There is now a nice road going in there with utilities. That area is now ready for development yet there does not seem to be much activity. Mr. Edkins has been encouraging CEDA to do strong marketing but the economy is still slow. Mr. Ring feels there should be a map by the sign.

Enforcement: The Board members discussed inviting Fred Poisson to come in as he has been expanding his business onto his other two lots. Mr. Edkins will speak to him.

Second Hand Store on Main Street: It was noted that the second hand store on Main Street is getting “out-of-hand”. Mr. Edkins will contact them.

Mr. Edkins would like to devote some time to enforcement this Fall. The Board members feel that Mr. Edkins needs to be consistent with the enforcement.

Next Meeting: The next meeting is scheduled for Tuesday, September 15, 2009 at 7:00 PM.

ADJOURNMENT:

There being no other business, Mr. Lutz moved for adjournment. Mrs. Stewart seconded the motion, with all in favor, meeting adjourned at 7:58 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 9-3-09

(**Note:** These are unapproved minutes. Corrections, if necessary, may be found in the minutes of the September 15, 2009, Planning Board meeting.)