

**MINUTES
CHARLESTOWN PLANNING BOARD
NOVEMBER 3, 2009**

Members Present: Robert Frizzell –Chair; Sharon Francis –Vice-Chair; Andy Jellie, Eric Lutz, Pat Royce

Alternates Present: None

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

CALL TO ORDER & SEATING OF ALTERNATES: Robert Frizzell, Chair, called the meeting to order at 7:00 PM. The absences of regular member Ken Moore and Ex-Officio member Doug Ring were noted. There was a quorum; no alternate members were present.

APPROVAL OF MINUTES OF OCTOBER 20, 2009:

Pat Royce moved to approve the Minutes of the October 20, 2009, meeting as printed. Mrs. Francis seconded the motion. Mrs. Francis noted that on page 4, fourth line down, “11-foot travel lanes” should be changed to “11.5-foot travel lanes”. With five members in favor, the minutes were approved as corrected was approved.

LIFE FELLOWSHIP FOURSQUARE CHURCH, cont’d. – 75’ x 100’ Addition to Existing Church Building – 85 Wheeler Rand Road – Map 213, Lot 11 – Zone E (Mixed Use): Mr. Frizzell advised that at the last meeting the PB voted to accept the application as complete but asked that several items be added to the plan. Mr. Frizzell acknowledged receipt of the septic system information from Life Fellowship but felt the PB was looking for an official document from Livengood Earth Works LLC of Alstead; it should be stamped by a licensed septic system designer. Mr. Grasso is waiting for the official documented report from them and will pass it onto the PB as soon as it is received. The system consists of two 1,000 gallon tanks feeding a 15 x 70 leach field and is rated for 960 gallons per day. Presently there are about 220 parishioners each Sunday so at the current level they are okay but are planning to up-grade accordingly. Their main usage day is Sunday so the field dries out during the week. They are waiting to have a water meter installed so they will know the exact usage now and what it might look like in the future. His assumption is that it can accommodate 320 people on a Sunday morning. They might have to add to the existing field. Mr. Edkins noted that in the State Septic Regulations they list the expected septic loading for various land uses.

Mr. Lutz discussed the parking lot. Last Sunday about every space was full and some vehicles were parked on the street. He is pleased with the plans to expand the parking lot but was not sure where the vegetative screening would be. Mr. Edkins explained that in the Life Fellowship document they indicated that proposed vegetation will consist of

planting 4-6 foot hemlock trees approximately every 12 ft in location as indicated on the plot plan. Mr. Frizzell felt they should provide a revised plot plan. Mr. Grasso asked for a letter from Mr. Edkins spelling out what the PB wants. Mrs. Francis stated that the well location should be on the plot plan. Mr. Edkins questioned if it is 12-feet off the southeast corner of the addition would it impact the travel way to the new parking lot. Mr. Grasso said it will not; they will retain an adequate distance and there is about a 12-foot walkway from the parking lot to the building.

There was discussion relative to properly sealing off the well if the church hooks onto the municipal water line if and when it is extended. Mr. Grasso said they plan to retain the well for back-up.

Mr. Edkins summarized that the additional information needed is:

- Septic System documentation;
- Screening on a revised plan;
- Well location on the revised plan

Mr. Lutz moved to table this application until the next meeting on Tuesday, November 17, 2009. Mrs. Francis seconded the motion. With five members in favor, the motion was approved.

PLANNING & POLICY ISSUES:

Zoning Amendment – Lot Size Averaging: Mr. Lutz feels there are some good points in the Town of Sandown Open Space Development Ordinance. He would like to see some of them expanded into the proposed Charlestown Lot Size Averaging Ordinance. He liked Section 2 –Purpose and Intent. Mrs. Royce felt that is covered in the Charlestown plan. Mr. Edkins said Charlestown covered the open space requirement meeting the values that were expressed in the Master Plan and Natural Resources Inventory. Mr. Lutz liked a portion of the last sentence “to foster the opportunity for development of quality affordable housing for Sandown residents”. Mr. Edkins noted that the State is now requiring that the towns make an effort to provide affordable housing. There was discussion relative to keeping the document simple; it is difficult for people to absorb a lengthy document.

There have been no comments from the other local contractors. Mr. Lutz feels it would be nice to have a contractor come in to talk to the PB about it. They talked about open space; should it be controlled by a Homeowners Association, the Town, a land trust or local Conservation Commission. Mr. Edkins will ask Mr. Coogan if he knows where this concept was used. He will bring in the T.F. Moran plan for the PB to look at again.

Mrs. Francis wondered how much it would cost to have more copies printed of the Natural Resources Inventory. There could be one copy for each member of the Planning Board, Conservation Commission, the Library, etc. Mr. Edkins will look into it.

November 17th Meeting: The Morway Subdivision application will be on the next PB agenda as the Morways and Mrs. Sargent were unable to reach an agreement on the well.

Town Hall Handicapped Space: Mr. Lutz plans to attend the Selectboard meeting tomorrow to propose a handicapped parking space near the Town Hall. The Rotary is willing to take on that project.

ADJOURNMENT:

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

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 11-6-09

(**Note:** These are unapproved minutes. Corrections, if necessary, may be found in the minutes of the November 17, 2009, Planning Board meeting.)