

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

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

Alternates Present: Linda Stewart

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 absence of regular members Eric Lutz and Ken Moore and alternate member Herb Greenwood was noted. Mr. Frizzell called upon alternate member Linda Stewart to sit on the Board for regular member Ken Moore.

APPROVAL OF MINUTES OF NOVEMBER 17, 2009:

Mrs. Francis moved to approve the Minutes of the November 17, 2009 meeting, as printed. Mrs. Royce seconded the motion. Mrs. Royce noted the following corrections on page 2: Under Morway, 6th line, after weeks, add “ago” and correct “too” to “to”. Mrs. Francis requested the following correction: Page 3, under Morway, line 13, correct sentence to: “Mrs. Francis expressed concern over potential automotive uses on lot and would like to be sure the well is safe and secure”. Mr. Frizzell noted that Donald and Linda Jackson, Tom Adams and Attorney Rebecca Todd were in attendance but did not sign in on the Attendance sheet. With six members in favor, the minutes were approved as corrected.

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. Edkins spoke with Pastor Grasso this afternoon who advised that they still do not have everything together yet. Mr. Edkins pointed out to him that the meeting on December 15th is the last meeting before the 65 day statutory time frame for action is up. If they cannot provide all the information by that meeting the applicant could request an extension.

Mrs. Stewart moved to table this agenda item until the December 15th meeting. Mrs. Francis seconded the motion. With five members in favor, the motion was approved. Mr. Ring abstained due to a potential conflict of interest.

ROBERT & ELIZABETH MORWAY, Jr. (continued from April 7, 2009) – Five (5) Lot Subdivision – Unity Stage Road – Map 209, Lot 20 – Zone D (Watershed): Mrs.

Morway announced that they reached an agreement on lot No. 4 with Mrs. Sargent. Copies of the agreement were distributed to PB members.

Mrs. Francis moved to acknowledge the agreement between Robert & Elizabeth Morway, Jr. and Victoria Sargent and to authorize the Chair to sign the mylar. Mrs. Royce seconded the motion. With six members in favor, the motion was approved.

PLANNING & POLICY ISSUES:

Zoning Amendment – Lot Size Averaging: Mr. Edkins distributed a revised draft of the “Proposed Amendment to the Zoning Ordinance – Lot Size Averaging”.

- Under 8.5.10.3 – Density: The density bonus was deleted in the Watershed area (Zone D) in the second paragraph.
- As per comments from the Conservation Commission – page 2 – (1) see addition of “j – Connectivity of open space for wildlife habitat”; and (2).relative to shared driveways –second paragraph includes a sentence “When frontage requirements are reduced, the PB may require shared driveways” – this is an option that the PB has. There was discussion pertaining to the following example: all the lots have frontage on a public road but would still share a driveway with provisions in the Deed regarding maintenance.

There was a consensus to have another Public Hearing on December 15th. Mr. Edkins drafted a letter to the development community inviting them to attend and/or submit comments. It would be sent to Norm Beaudry, Tom Dombroski, Travis Royce, Victor St. Pierre, M & W Soils Engineering, TF Moran and CEDA. Mrs. Francis recommended that a letter be sent to the Conservation Commission to thank them for their comments and to invite them to this Public Hearing.

ADMINISTRATION & CORRESPONDENCE:

NH Department of Transportation: A notice was received of a Combined Public Officials/Public Informational Meeting on the Route 12 Project in South Charlestown on Wednesday, December 9th at 6:00 PM in the North Walpole School on Cray Road. The committee has come up with a preferred solution so are now soliciting comments from the general public.

Natural Resources Inventory: Mr. Edkins had 20 copies of the Natural Resources Inventory printed and they were distributed at this meeting.

New Hampshire Town and City: Copies of an article entitled “Land Use Decisions” that was in the NH Town and City magazine was enclosed in the packets.

Upper Valley Lake Sunapee Regional Planning Commission: A letter from the UVLSRPC was enclosed in the packets. They are developing guidelines for helping Planning Boards to evaluate what constitutes a project of “regional impact”.

Smith and Allen Property on Cummings Avenue: Mr. Garrett's towing business is gone but there are some new uses on that property. The former auto body business on Lower Landing Road has moved into that property; it is a close call but will be looked at. There is some construction equipment stored there. The River Valley Animal Protection League is now located there. The PB may want to look at the changes; Mr. Edkins is pursuing it.

ADJOURNMENT:

There being no other business, Mrs. Stewart moved for adjournment. Mrs. Francis seconded the motion, with all in favor, meeting adjourned at 7:37 pm.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 12-4-09

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