

**MINUTES  
CHARLESTOWN PLANNING BOARD  
DECEMBER 15, 2009**

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

Alternates Present: Herb Greenwood

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 member Pat Royce and alternate member Linda Stewart was noted. Mr. Frizzell called upon alternate member Herb Greenwood to sit on the Board for regular member Pat Royce.

**APPROVAL OF MINUTES OF DECEMBER 1, 2009:**

**Sharon Francis moved to approve the Minutes of the December 1, 2009, meeting, as printed. Doug Ring seconded the motion. With four members in favor, the minutes were approved. Eric Lutz and Ken Moore abstained as they were not present at this meeting.**

Mr. Frizzell called this Public Hearing to order at 7:04 PM.

**PUBLIC HEARING ON PROPOSED ZONING AMENDMENT – Lot Size Averaging:** Mr. Edkins sent this out to a number of the local contractors, surveyors and people involved in the development business but only received one comment from Vic St. Pierre. He likes the concept and supports what they are trying to do but was concerned with the wording under 8.5.10.5 – Permanently Protected Area on page 2. He interpreted that the protected area could not be used for agriculture, forestry, hiking trails, etc. The second to the last sentence in the second paragraph: “Further subdivision, or use for other than one dwelling unit, noncommercial outdoor recreation, conservation, agriculture, forestry or other principle use or building as otherwise permitted by the zoning ordinance, shall be prohibited.” He pointed out that virtually any use is permitted in Zone E. Mr. Edkins doesn’t have a problem with it except they might want to consider deleting “or other principle use or building as otherwise permitted by the zoning ordinance.” Mrs. Francis noted that “or” should be added between agriculture and forestry and eliminate the comma. *Vic St. Pierre came into the meeting.* Mr. Edkins explained that the PB agrees with deleting the portion of the sentence as mentioned above but the intent is that the conserved open space would be able to be used for conservation, agriculture or forestry. Mr. St. Pierre feels a proposal like this is needed. There was a consensus that the second to the last sentence in paragraph 2 under 8.5.10.5 should read: “Further subdivision or use of other than one dwelling unit, noncommercial outdoor recreation, conservation, agriculture or forestry shall be prohibited.”

There being no other comments, Mr. Frizzell closed the Public Hearing at 7:22 PM and re-opened the regular meeting.

Proposed Zoning Amendment (Continued):

**Mrs. Francis moved that the Planning Board approve the above minor editorial revision to the Lot Size Averaging Zoning Amendment. Mr. Lutz seconded the motion.**

Following a discussion, the PB members felt that breaking out the allowable uses with a “bullet” marking would make them stand out. Mr. Edkins said this can be done.

**Vote: With all in favor, the motion was approved.**

Mr. Edkins advised that the PB will need to take a vote to put this on the Warrant for consideration by the voters. It will then be put on file in the Town Clerk’s office and copies will be made available for the voters to review. This vote can be taken during the meeting on January 5<sup>th</sup>, 2010.

**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):** Doug Ring stepped off the PB for this agenda item. Pastor Grasso was unable to attend this meeting but he did provide a revised site plan showing the location of the existing well and the location and type of vegetative screening as a report from Livengood Earth Works, LLC on the septic system. He also submitted a letter to grant an extension of the 65 day time limit until January 2010 in the event the PB has other questions.

**Mr. Lutz moved to grant final approval of the application for the Life Fellowship Foursquare Church subject to the State’s approval of any modifications to the septic system. Mrs. Francis seconded the motion and offered a friendly amendment stating that the report from Livengood Earth Works concerning the septic system be incorporated into the approval. Mr. Lutz accepted the amendment. With six members in favor, the amended motion was approved.**

Doug Ring resumed his seat on the PB.

**PLANNING & POLICY ISSUES:**

**Olson Property:** An application might be coming in for an extension on the existing cell tower on John Olson’s property as another carrier would like to locate there so they are looking to raise it a little higher.

**Calavant Hill:** An issue has arisen where the boundary adjustment was approved for four property owners. None of them exchanged deeds for the adjustments. The mylar only gives the town’s permission to make the change; deeds actually make it official. One of the parties now feels that the change will not allow her to subdivide as she lost some frontage. Mr. Frizzell

suggested that Mr. Edkins draft a short document to remind property owners of what the process is.

**Preliminary Consultation:** A preliminary consultation might be coming in on a possible subdivision on the Old Claremont Road that will involve frontage and a back lot.

**ADMINISTRATION & CORRESPONDENCE:**

**Certified Letter:** A letter was received from the Town of Troy stating that they have a cell tower application. The law says they have to notify any town within 20 miles “as the crow flies”.

Upper Valley Lake Sunapee Regional Planning Commission: Mr. Lutz asked if Mr. Smith has been attending the UVLSRPC meetings. Mr. Edkins will check.

**ADJOURNMENT:**

**There being no other business, Mrs. Francis moved for adjournment. Mr. Moore seconded the motion, with all in favor, the meeting adjourned at 7:42 PM.**

Respectfully submitted,  
Regina Borden, Recording Secretary

Minutes Filed: 12-18-09

(**Note:** These are unapproved minutes. Correction, if necessary, may be found in the minutes of the January 5, 2010, Planning Board meeting.)