

**MINUTES
CHARLESTOWN PLANNING BOARD
JULY 6, 2010**

Members Present: Robert Frizzell (Chair); Sharon Francis (Vice-Chair); Steve Neill (Ex-Officio); Andy Jellie, Eric Lutz, Pat Royce

Alternates Present: James Jenkins

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 the absence of regular member Roger Thibodeau and Alternate member Herb Greenwood and called upon Alternate member James Jenkins to sit in for Roger Thibodeau.

APPROVAL OF MINUTES OF JUNE 15, 2010:

Mrs. Francis moved to approve the Minutes of the June 15, 2010 meeting as printed. Mr. Lutz seconded the motion. Mr. Jenkins wanted to clarify his statement on page 2 (Sylvester) from “if he was working there at 5:00 am provided he wasn’t making any noise” to include “if he was working there at 5:00 am provided he was quiet, maybe doing paperwork, but wasn’t making any noise”. With six members in favor, the minutes were approved as clarified. Mr. Frizzell abstained as he was not present at this meeting.

SALT SHED HOLDINGS, LLC & JOEL STODDARD – Auto Repair Business & Storage Container at Existing Commercial Property w/Associated Signage – 29 Salt Shed Road – Map 213, Lot 13 – Zone E (Mixed Use): Mr. Edkins advised that Joel Stoddard came to the Planning Board a few years ago for a Sign Permit when his auto repair business was located in the former White House Auto building on Willard Street. He would like to move this existing business to the Salt Shed Holdings building where Jim’s Marina Cap Town had been located in the northern most building with the two over-head doors. Mr. Stoddard has outgrown his present building and would like more visibility. NAPA or another auto supply store might make daily deliveries.

Irene Baker, an abutter, asked about the hours of operation. Mr. Stoddard indicated 7:00 am to 8:00 pm on his application but his typical work day is 8:00 am to 5:00 pm. On occasion he might stay a little later to finish a job. Mrs. Baker advised that in the past some tenants were very loud so noise is a concern plus they worked well into the night. She understands there will be some noise. Mr. Stoddard will be a State Inspection Station; do maintenance and engine repairs; there will be no body work.

Rob Connelly, owner of Salt Shed Holdings, LLC, wants the property kept neat and clean.

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Mr. Stoddard will have a storage container to keep their parts safe behind the automotive and equipment, repair and sales building and by the fence so it cannot readily be seen.

There might be 10-to-11 vehicles there but most of the time it will be in-and-out jobs on a daily basis. The vehicles will be parked outside while waiting for repairs but the work is done on the inside; on nice days the doors might be open. They use some air tools for changing tires, etc. There are no floor drains.

Mr. Edkins had a phone call from April Jarvis, an abutter, who had similar questions to Mrs. Baker. Following his explanation of the hours and operations she felt everything was reasonable. She did comment that Mr. Connelly had always been cooperative if she conveyed a concern to him.

Mrs. Francis questioned how many parking spaces are there adjacent to the building. Mr. Connelly said five or more. There is parking out front but Joel's spaces are to the end of the paved area on the side of the building and out back. There are two other tenants but they do not park out front either. Mr. Stoddard has two employees. There are about twenty-five total parking spaces.

Mr. Lutz questioned the lighting. Mr. Stoddard explained that they will just be using the lighting that is already on the building. It all points inward toward the lot.

Mr. Edkins noted that there have been no complaints from neighbors on Willard Street.

Mr. Connelly has cleaned up the property including the gulley. There are some shipping pallets outside but he will not allow a mess. Mr. Neill noticed that besides the pallets there is quite a bit of debris on two sides of the building; it is unsightly. SCA stores some equipment there; their cooler is cleaned and left to dry outside. Mrs. Baker noted that he does a good job compared to what was there.

Mr. Lutz moved to approve this Amendment to the original Site Plan approval on the Salt Shed Holdings property for Joel Stoddard. Mrs. Francis seconded the motion. With seven members in favor, the motion was approved.

SIGN PERMIT:

Relative to signage, Mr. Stoddard will be using the approved sign by the building and will have a free-standing sign. The property was already set-up with approved signage through the original Site Plan Review process. Mr. Edkins advised that the sign regulations allow for one sign per business attached to the building and one free-standing sign per building. Mr. Connelly explained that they will come back in for a Sign Permit. For the next month or so Mr. Stoddard will be moving his existing panel from Willard Street onto the existing sign by Fastenal. However in a month or so Mr. Stoddard will have his own sign closer to his building and the panel will come off the existing sign. Mrs. Francis would like to see a schematic of the new sign when they come back in for a Sign Permit.

Mr. Jellie moved that Mr. Stoddard be allowed to move his existing sign that is being used now to the existing panel sign on the Salt Shed Holdings property. Mr. Jenkins seconded the motion. With seven members in favor, the motion was approved.

PLANNING & POLICY ISSUES:

Building Permit Application: Included in the PB packets was a copy of the letter to the Building Inspector regarding a Building Permit application that would require Site Plan Review approval by the Planning Board prior to the issuance of a building permit.

ADMINISTRATION & CORRESPONDENCE:

Wetlands Permit: A Wetlands Permit application has been submitted to the Department of Environmental Services on the Town's behalf for a modest wetlands impact near the Clay Brook well to facilitate a new pump station and water line to extend service to the Blueberry Mobile Home Park. DES wrote back and said it is accepted as administratively complete and they are in the review process.

Route 12 Project: There will be a Department of Transportation Public Hearing on Thursday, July 29th at 7:00 PM at the North Walpole Elementary School on the Route 12 Project from the over-pass to North Walpole. This is to get the project officially underway. Land acquisition, final design and paperwork will be done in 2011 and the bid process in February of 2012.

Main Street Fire Hydrant: Mr. Lutz is worried about the fire hydrant near his house as it is currently out of service. Mr. Edkins advised that it is the Water Department's intent to fix it this summer. It is a major fix as it will require shutting off the water in most of the downtown area, Police Department coverage for traffic control, the telephone company because of the pole and the Highway Department for assistance. In the meantime there are other operating fire hydrants in that area.

Motorcycles for Sale on Main Street: After this issue was brought to Mr. Edkins' attention he advised that he will check on the report of motorcycles being for sale on Main Street.

Planning Board Meeting on July 20, 2010: Mr. Edkins noted that the Planning Board was going to cancel this meeting but then an application was received. The deadline for the next meeting on July 20th was yesterday and no new applications were received. Therefore there was a consensus of the PB members to cancel the July 20th meeting.

Police Department Building: Mr. Edkins reported that the Selectboard only signed the base bid for the building. They intend to approve a Change Order to make provision for radiant heat in the basement slab. There will be a change for some plumbing and they are working on the drains. The base bid included the basic wiring for telephones however they are now in the process of obtaining figures for other communication items.

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Fling Road Bridge: Mr. Edkins advised that the bids have been received. The engineer will be making a recommendation to the State as they have to approve it first because it is their funding. The Selectboard will look at that recommendation during their meeting tomorrow night.

ADJOURNMENT:

There being no other business, Mr. Lutz moved for adjournment. Mrs. Royce seconded the motion, all in favor, meeting adjourned at 8:16 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 7-8-10

(**Note:** These are unapproved minutes. Corrections, if necessary, may be found in the minutes of the August 3, 2010, Planning Board meeting.)