

**MINUTES
CHARLESTOWN PLANNING BOARD
SEPTEMBER 21, 2010**

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

Alternates Present: None

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 7:05 PM. He noted the absence of regular members Sharon Francis and Roger Thibodeau and Alternate members Herb Greenwood and James Jenkins. Mr. Frizzell noted that there was a quorum of regular members but no alternate members were present to sit on the Board.

APPROVAL OF MINUTES OF JULY 6, 2010 and AUGUST 3, 2010:

Mr. Lutz moved to approve the Minutes of the Planning Board meeting of July 6, 2010, as printed. Mr. Jellie seconded the motion. With four members in favor, the minutes were approved.

There was a consensus to table the Minutes of the August 3, 2010 meeting due to the lack of a quorum of members present at that meeting.

CHARLESTOWN HIGHWAY DEPARTMENT – Request to Remove Trees Adjacent To Sam Putnam Road (designated Scenic Road per RSA 231:157-158): Keith Weed had submitted a letter to the Planning Board requesting their approval to remove six trees adjacent to the Sam Putnam Road which is a designated Scenic Road subject to the provisions of RSA 231:157-158. These trees are a threat to public safety in that they are either damaged and/or so close to the traveled way that they pose a hazard to vehicular traffic using the road. The removal of several of these trees will facilitate the widening of a narrow and dangerous curve in the road. Mr. Weed marked the trees with red paint and/or flagging.

Kathryn Wallace, a resident on the Sam Putnam Road, was present and stated that she would recommend this request. This is a hard corner.

Mr. Edkins noted that the pictures on display go in order from South Hemlock Road out. The last two pictures show one tree that is split down the middle. Mr. Weed indicated that this tree is a safety issue; the back half is gone. The maple trees will be cut down by a tree company. He met with the property owner who will be getting the wood. Mr. Jellie felt there was one tree by the old School House Road that looks to be in good shape. Mr. Weed said that is one of the trees that he is not going to take down. Mr.

Edkins advised that the RSA, Scenic Road Law, does not impede a property owner from taking down the trees but the Town and utility companies have to seek permission. The homeowner gets the option to either keep the wood or make other arrangements.

Mr. Jellie moved to approve taking down the six trees on the Sam Putnam Road as presented. Mr. Lutz seconded the motion. With four members in favor, the motion was approved.

DONNA CLEMONS d/b/a FORGET ME NOT BOUTIQUE – Sign Permit – 62 Main Street – Map 117, Lot 2 – Zone E (Mixed Use): Mr. Edkins explained that this sign will be replacing the former “Treasure Chest” sign. Mrs. Clemons purchased that business, would like to change the name of that business and have a new sign to reflect this change. There will be no change to the size or location of the existing sign. Mrs. Clemons would like to position the sign a little more to the center of the space but she can leave it where the former sign was.

(Pat Royce arrived at this time)

Mr. Jellie advised that the hot dog vendor on that property had five flags up yesterday plus one wind-sock, two banners and a strobe light. He questioned how the PB can approve this sign for Clemons when this vendor is violating the terms of his permit. Mr. Edkins explained that this is a separate business; he will deal with this vendor by putting this at the top of his “to-do” list. Mrs. Clemons does not own the property but is just renting the space.

Mr. Lutz questioned the lighting. Mrs. Clemons said the light will be on the sign seven days a week. Mr. Neill felt the lighting would be allowed providing it is not offensive when vehicles drive by.

Mr. Lutz moved to approve the Sign Permit for Donna Clemons d/b/a Forget Me Not Boutique as presented at this meeting. Mrs. Royce seconded the motion. With five members in favor, the motion was approved.

PATRICK E. & ROGENE G. THOMPSON – Two (2) Lot Subdivision – 507 Acworth Road – Map 233, Lots 3 – Zone E (Mixed Use): Mr. Frizzell stepped off the PB as he is an abutter. He asked Mr. Jellie to assume the chair for him.

Bill Lawrence, surveyor, represented the applicants, Patrick E. & Rogene G. Thompson. This application is for a two lot subdivision on the Acworth Road. One lot will be 7.79 acres and the second lot will be 2.15 acres. Mr. Edkins advised that this complies with the regulations in terms of lot size, frontage, etc. Lot #1 has a State approved existing septic system; Lot #2 being more than 5 acres does not require State subdivision approval. Mr. Lawrence has done test pits; it is a very good area. Mr. Edkins spoke to Mr. Weed who has no problem with the proposed Driveway location. The snowmobile club trail runs through this property but each year the club and the owner meet to enable the snowmobile club to ask permission to continue to use the property.

Mrs. Royce moved to accept this application from Patrick and Rogene Thompson for a two lot Subdivision on the Acworth Road as complete. Mr. Lutz seconded the motion. With four members in favor, the motion was approved.

Mr. Lutz felt there should be an official Driveway Permit from Mr. Weed in the file. Regarding the physical street address, Mr. Edkins advised that the Selectboard office usually assigns the address when the Building Permit is issued.

Mr. Frizzell assumed his position as Chair.

**PLANNING & POLICY ISSUES and:
ADMINISTRATION & CORRESPONDENCE:**

Planning Board Alternate Member: Mr. Edkins introduced Corinne Soddors who has expressed an interest in being appointed as a Planning Board Alternate member. Customarily they have had three alternate members but now there are two. Mrs. Soddors advised that her family moved here last January. She has a background in Civil Engineering. Mrs. Soddors is interested in joining because she is now a stay-at-home Mom but still wants to stay involved with engineering even though she realizes that all states have different rules and regulations. She wants to get involved in the community.

Mr. Jellie moved to appoint Corinne Soddors as a Planning Board Alternate member. Mrs. Royce seconded the motion. With five members in favor, the motion was approved.

Resource Management, Inc.: In the Board's packets were some informational letters from Resource Management, Inc. They have applied to the State for permits to apply bio-solids and short paper fiber on two Putnam Farms properties, the Galeski, and Home Farms. He has a full set of the formal applications in his office. We have also received letters from the State requesting additional information for technical issues. This is a State permitting issue. DES will hold a Public Hearing on the applications after they determine that they are complete. Mr. Neill said this was discussed at the Conservation Commission meeting last Monday night. Mr. Frizzell would like to know if this is a new or a different permitting process. Mr. Edkins will keep the PB informed.

Annual Fall Planning & Zoning Conference: The Annual Fall Planning & Zoning Conference will be held on Saturday, November 13, 2010, at the Mountain View Grand Resort & Spa, Whitefield, NH. There is money in the budget so that if anyone wishes to attend just contact Mr. Edkins as soon as possible.

Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC): Mr. Edkins received a letter from the UVLSRPC advising that they are taking orders for the newest version of the State statute books. In the past copies were ordered each year for each member. There was a consensus to just order a few new books for reference but each Board member does not need a new one.

Wetlands Permit: A Wetlands Permit by Notification was submitted by Dave Duquette of the Town Water Department to do some repairs on the earthen dam at Halls Pond.

Heritage Commission: Mr. Lutz invited everyone to attend the unveiling of the new “Welcome to Charlestown” sign tomorrow at 5:30 pm.

Next Meeting: The next Planning Board meeting is scheduled for Tuesday, October 5th at 7:00 PM. There is one new Site Plan Review application.

ADJOURNMENT:

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

Respectively submitted,
Regina Borden, Recording Secretary

Minutes Filed: 9-24-10

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