

**MINUTES  
CHARLESTOWN PLANNING BOARD  
AUGUST 2, 2011**

Members Present: Roger Thibodeau, Steve Neill (Ex-Officio), Andy Jellie, Rosie Smith-Hull

Alternates Present: James Jenkins, Doug Ring (Ex-Officio alternate)

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

**CALL TO ORDER & SEATING OF ALTERNATES:** In the absence of Chairman Robert Frizzell, Mr. Thibodeau called the meeting to order at 7:00 PM. He noted the absence of regular members Robert Frizzell (Chair), Sharon Francis (Vice-Chair) and Pat Royce. Doug Ring was sat in the Ex-Officio seat at the last meeting therefore is present tonight so there is a quorum to approve on the Minutes. Mr. Thibodeau called upon alternate member James Jenkins to sit on the Board for Pat Royce. He advised that meetings are tape recorded and asked anyone wishing to speak to identify themselves for the record.

**APPROVAL OF MINUTES OF JULY 19, 2011:**

Mr. Edkins advised that these Minutes were reviewed by the Town Attorney as well as in-house. Mr. Ring is present to cast a vote on the Minutes as he attended this meeting in place of Steve Neill.

**Mrs. Smith-Hull moved to approve the Minutes of the July 19, 2011 meeting as printed. Mr. Jenkins seconded the motion. With four members in favor, the Minutes were approved. Mr. Neill abstained from the vote as he was not present at this meeting and Mr. Jellie abstained as he had recused himself from the Rehearing at the July 19 meeting.**

Mr. Ring left the meeting.

**RUTH SHEPARD & WILLIAM RESCSANSKI – Boundary Adjustment between Existing Lots – 36 & 42 Coolidge Road – Map 118, Lots 24 & 25 – Zone E (Mixed Use):** Mrs. Shepard and her son, William Rescsanski, are requesting a Boundary Adjustment between their lots located at 36 & 42 Coolidge Road. Lot 118-24 will be reduced from 1.131 acres to 1.034 acres and Lot 118-25 will be increased from 0.218 to 0.315 acres. Mrs. Shepard explained that they want to move the boundary line away from her front door to allow more room for her and the tenant.

Mr. Ralph Stoddard, an abutter, wanted to look at the survey. The corner of his fence goes over onto their property and he wanted to be sure about where his property lines are. Mrs. Shepard assured him that his fence was okay. Mr. Arthur Young, an abutter, was present to hear the proceedings but had no concerns.

Mr. Neill mentioned that the two lots on the map do not indicate the names of the owners however it was pointed out by Mr. Rescsanski that the owner's names are listed in the notes.

There was discussion relative to the request from Ruth M. Shepard to waive the requirement for topographical elevations, contours, utilities and water mains/sewers.

**Mr. Jellie moved to waive the requirements for topographical elevations, contours, utilities and water mains/sewers, as requested by the applicant. Mr. Neill seconded the motion. With five members in favor, the motion was approved.**

Mr. Thibodeau advised that this boundary adjustment was surveyed and the abutters have no issues.

**Mr. Jellie moved to accept this application for a Boundary Adjustment for Ruth Shepard and William Rescsanski as complete. Mrs. Smith-Hull seconded the motion. With five members in favor, the motion was approved.**

**Mr. Jellie moved to grant final approval for the Boundary Adjustment for Ruth Shepard and William Rescsanski. Mr. Jenkins seconded the motion. With five members in favor, the motion was approved.**

**DEBRA LEE HASTINGS – Home Day Care for up to 5 Children – 1193 Old Claremont Road – Map 114, Lot 31 – Zone E (Mixed Use):** Mrs. Hastings requested that the application be amended from five to six children just in case this would occur. She can be licensed for six children by the State. There was a consensus of the members that they were agreeable to changing the application from five children to six children. Mr. Edkins advised that this property was surveyed and the tax maps upon which the Site Plan is draw match up perfectly with the recorded survey. There have been no comments or concerns from any of the abutters. No abutters were present. Mrs. Hastings has a fenced in area in back of her home for the children. Most of the children are her grand-children. There will be no employees.

Mrs. Smith-Hull felt it would be a good idea if Mrs. Hastings had a Town sign on the highway for the safety of the children. Mrs. Hastings replied that they will not be using the front door of her house but rather a side door.

**Mr. Jellie moved to accept this application for a Home Day Care for Debra Lee Hastings as complete. Mr. Jenkins seconded the motion. With five members in favor, the motion was approved.**

**Mrs. Smith-Hull moved to grant final approval for a Home Day Care for up to 6 (six) children for Debra Lee Hastings. Mr. Jenkins seconded the motion. With five members in favor, the motion was approved.**

**OTHER BUSINESS:**

**THE SUMNER HOUSE RESTAURANT:** Back in early July Mrs. Clark appeared before the PB regarding a sign for The Sumner House Restaurant but it was not a final design. Mrs. Clark

has now submitted the final design for the sign that will be maroon with white letters. She will be using the same post as the former sign. It will be 87” wide and not more than 53” tall; total square footage will be 32-feet.

**Mr. Thibodeau moved to approve the Sign Permit for The Sumner House Restaurant as presented. Mr. Jenkins seconded the motion. With five members in favor, the motion was approved.**

**KITTY HAWK KITES:** Mr. Edkins advised that there was a newspaper article about the Morningside Flight Park changing owners recently. It is operating again. The new owner initially talked to him about a sign on Route 12 on Putnam’s land but Mr. Edkins told them that the Town does not allow off-premises signs. A few days later a sandwich-type sign appeared on the corner of Route 12 and Morningside Lane so he called to tell the owner that this is also not permissible. Mr. Edkins received a call today from the owner inquiring about putting up a 10’ x 20’ banner that would wrap around the silo. They would like to announce their presence but being back off Route 12 there is not a lot they can do about visible signage under the Town’s regulations. Their only remedy would be to request a Variance from the Zoning Board of Adjustment to allow a larger sign or an off-premises sign. Mr. Thibodeau felt the sign regulations should address having someone rent space to put up a sign; that should be addressed in the future. At this point there isn’t anything that the PB can do for the new owners.

**SIGN PERMIT FOR HOME HEALTH CARE:** Mr. Edkins reported that the sign for Home Health Care was resolved. They will put up the same size sign that they previously had.

**PLANNING & POLICY ISSUES:** None.

**ADMINISTRATION & CORRESPONDENCE:** None.

**Adjournment:**

**There being no other business, Mr. Jellie moved for adjournment. Mrs. Smith-Hull seconded the motion. With five members in favor, the motion was approved. The time was 7:32 PM.**

Respectfully submitted,  
Regina Borden, Recording Secretary

Minutes Filed: 8-5-11

**(Note:** These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the August 16, 2011, Planning Board meeting.)