

**MINUTES
CHARLESTOWN PLANNING BOARD
OCTOBER 18, 2011**

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

Alternates Present: James Jenkins

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

CALL TO ORDER & SEATING OF ALTERNATES: Mr. Frizzell called the meeting to order at 7:00 PM. He noted the absence of regular members Rosie Smith-Hull and Roger Thibodeau and alternate member Eric Lutz. James Jenkins was called upon to sit on the Board for Rosie Smith-Hull. Mr. Frizzell advised that meetings are tape recorded and asked anyone wishing to speak to identify themselves for the record.

APPROVAL OF MINUTES OF OCTOBER 4, 2011:

Mr. Neill moved to approve the Minutes of the October 4, 2011 meeting as printed. Mrs. Francis seconded the motion. With five members in favor, the Minutes were approved. Abstained: Mr. Jenkins as he was not present at this meeting.

WHELEN ENGINEERING CO., INC. & NORMAND BEAUDRY – Boundary Adjustment Between Existing Lots – 99 CEDA Road & 630 Old Claremont Road – Map 106, Lots 3 & 18 – Zones E (Mixed Use) and F-1 (Business/Industrial): John Bruno was present to represent the applicants. The Beaudry property line comes pretty close to the Whelen building so this boundary line adjustment will give a little less than one-half acre (.49 acre) to Whelen and Beaudry will retain the .55 acres and dwelling. It will remain a conforming lot in this one-half acre zone.

Mr. Neill moved to accept the application for Boundary Lot Adjustment between Whelen Engineering Co., Inc. and Normand Beaudry as complete. Mrs. Francis seconded the motion. With six members in favor, the motion was approved.

No abutters were present. Mr. Edkins had a few calls from abutters but when he explained it to them they all said they did not have any problems with it. Two of the calls were from Bonnie and Wayne Thomas and Marie Weller.

Mr. Neill moved to grant final approval to this Boundary Lot Adjustment between Whelen Engineering Co., Inc. and Normand Beaudry on lots located at 99 CEDA Road and 630 Old Claremont Road, as presented. Mrs. Francis seconded the motion. With six members in favor, the motion was approved.

PLANNING & POLICY ISSUES:

Sign Regulations: Mr. Edkins spent a good deal of time reviewing other town's sign regulations on line just to see how they handle certain issues. He is hoping to provide a draft with his suggested revisions or up-dates by the next meeting. He also contacted the State to obtain information on their standardized directional signs. Hopefully that will be useful. As soon as he gets this information he will talk to Mr. Weed, Highway Superintendent, about it to see what is workable. He is focusing on off-premises signs, the size and temporary signs. He is trying to find some examples from other towns.

Zoning Board of Adjustment Meeting: Mr. Frizzell asked what action the ZBA took with regard to the Flight Park sign? Mr. Edkins reported that the ZBA approved the sandwich-type sign by a 3-to-2 vote and with a condition that it only be displayed during active business hours.

Mr. Edkins read the definition of signs in Charlestown. Several PB members felt the hang glider on Route 12 in front of the park is considered a sign. Mr. Neill was surprised that this did not come up during the ZBA meeting. The State right-of-way through there is substantial. Now the question is does the PB want them to come back in to get permission from this PB. Mr. Jellie thinks the applicant feels they are all set with the ZBA approval. Mr. Edkins noted that the Zoning Variance made the sign legal under the Zoning regulations but the PB still has to approve the design and location of the sign.

Mrs. Royce mentioned the "Burma" signs as they are used a lot. She does not have an issue with them as they are short, informative and short-lived. Mr. Edkins said the Zoning Ordinance gives him the authority to approve temporary, short-term approval for signs but some organizations do not come in to get them. Mr. Jenkins would be interested to know if the original "Burma" signs went out of fashion or were they a safety issue. Mr. Edkins feels that as more regulations were adopted many of the permanent signs began to disappear. Mrs. Francis is concerned with legibility; how many lines of print and the contrast of colors. Several PB members saw small signs for Emma's Deli by Beaudry's office off Route 12 and Desi's Market has tied signs to the road reflectors on Route 12.

Mr. Edkins will ask the owner of the Flight Park to come in regarding the sign and hang glider. Mr. Jellie advised that he voted "no" at the ZBA meeting so he will step off the PB when they come in. This was recommended at a class he took. Mr. Edkins feels this is a "best practice" issue to avoid the appearance of prejudice.

ADMINISTRATION AND CORRESPONDENCE:

Enforcement Issues:

Borough Road: Mr. Edkins has not received a response from Mr. Sauro regarding his camper on the Borough Road but he did receive the certified letter.

Kowalczyk: Copies of Mr. Edkins letter to Mr. Kowalczyk relative to an unpermitted automobile salvage and crushing operation on his property at 447 Claremont Road was included in the PB packet. Mr. Neill brought the PB members up-to-date on the cease-and-desist order. Last Monday Police Chief Smith said the site was completely cleaned-up. Mr. Edkins has not heard from the owner.

Proposed Zoning Amendment – Governmental Land Uses: Mr. Edkins explained that under the provisions of RSA 674:54 it states that if a governmental entity, state, county, school district, or town proposes a new property use or substantial change of use there is a process whereby they submit the plans to the PB and they can decide to hold a public hearing on that project and then submit non-binding/advisory recommendations to that governing entity regarding the project. This town's Zoning Ordinance has a section that requires a Special Exception for municipal water and sewer structures and municipal buildings, including schools, recreational and emergency service facilities by Special Exception from the ZBA. Mr. Edkins would like to bring Charlestown's Zoning Ordinance into conformity with the State's statutes. He does not think we could enforce this on schools. This would give the PB the authority to at least question the projects.

Administration:

Fred Poisson v. Town of Charlestown: Mr. Edkins mentioned that the Town received a Notice of Decision from the Superior Court stating that the Poisson Appeal of the motorcycle shop has been dismissed. Several PB members reported still seeing a vehicle parked on the west side of the motorcycle building in the right-of-way. There have been motorcycles and a van parked there on occasion. The two signs were approved on a temporary basis.

Zoning Board of Adjustment Meeting (Continued): Relative to the pump station, Mr. Neill reported that one ZBA member based their decision to abstain from voting on the project on the fact that it was started before it went to the ZBA. It should have been taken care of before it began. The Variance for the set-back requirements was approved by a 3-1-1 vote and the Special Exception was approved by a 5-0 vote.

ADJOURNMENT:

There being no other business, Mrs. Royce moved to adjourn this meeting. Mr. Jenkins seconded the motion. With six members in favor, the motion was approved.
The time was 7:59 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 10-25-11

(Note: These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the November 1, 2011, Planning Board meeting.)