

**MINUTES
CHARLESTOWN PLANNING BOARD
NOVEMBER 15, 2011**

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

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 member Rosie Smith-Hull 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 THE OCTOBER 18, 2011:

Mrs. Francis moved to approve the Minutes of the October 18, 2011 meeting as printed. Mr. Thibodeau seconded the motion. With six members in favor, the Minutes were approved.

DANIEL & CAROL McSHANE; ERIC FLAIG; CONNECTICUT VALLEY AUTO, LLC – Boundary Adjustments Among Existing Lots – 429-449 Calavant Hill Road – Map 205, Lots 32, 33 & 34 – Zone E (Mixed Use): Tom Dombroski, surveyor, was present representing the applicants. He explained that this is a Boundary Adjustment between Daniel & Carol McShane, Eric Flaig and the Connecticut Valley Auto, LLC. There will be a 50-foot wide driveway that has been moved over. The original boundary line goes through Flaig's mobile home and leach field so they want to move the line around that. All three parties have agreed to this adjustment and signed the application. Total new acreage will be 2.10 acres for Lot #32 (Flaig); 4.49 acres for Lot #34 McShane and 26.66 acres for Lot #33 (Connecticut Valley Auto).

Mr. Edkins advised that there is a series of Deeds that need to be exchanged among the applicants and the Deeds need to be recorded. Mr. Dombroski stated that they are aware of the fact that they have to go to an attorney to have it all drafted up.

Mr. and Mrs. Purtle, abutters, were present and questioned why they received an abutters notice when the adjustment was not next to them. Mr. Dombroski explained that they are abutters to Connecticut Valley Auto, LLC for Lots #33 and #7.

Mr. Elliot Perrin, an abutter, had no objections to this adjustment.

Mr. Thibodeau moved to accept this application for the Boundary Adjustments among Existing Lots as complete. Mr. Jenkins seconded the motion. With six members in favor, the motion was approved.

There was a consensus of the PB members to wait until the next meeting to act on granting final approval because there are a number of people involved and there is no urgency.

DANIEL & CAROL McSHANE – Two (2) Lot Subdivision – 449 Calavant Hill Road – Map 205, Lot 34 – Zone E (Mixed Use): Mr. Edkins pointed out that anything discussed on this subdivision assumes that the PB will approve the previous boundary adjustment. Mr. Dombroski explained that this subdivision would create Lot #1 with 1.26 acres and Lot #2 with 3.23 acres. There will be a 50-foot wide access to the back lot. Mrs. McShane applied for a Driveway Permit from Mr. Weed. A copy was not available at this meeting. Calavant Hill is straight and flat at this location with good visibility so it does not seem there would be a problem with it.

Mr. Dombroski noted that that there is a small triangular piece on which they wish to place the following condition: “This triangle area is to be conveyed by Daniel and Carol McShane and their heirs and assigns to Connecticut Valley Auto, L.L.C. and their heirs and assigns only upon the condition that this triangle area is to be used solely for the purpose of the construction of a street or road that is accepted by the Town of Charlestown as a public street or road.”

The McShane’s now have 200-feet of frontage but if the above condition is not upheld the McShane’s frontage would be cut short by 40-feet. Mr. Edkins felt there needs to be a better description of the triangle piece on the plan and map.

Mr. Dombroski noted that the Department of Environmental Services (DES) approved this subdivision as presented.

The PB members agreed that completeness is based on approval of the Boundary Adjustments. There needs to be a more detailed description of the triangle piece on the plan and map plus verification of the Driveway Permit.

Mr. Jellie moved to continue this application for a Two Lot Subdivision until the next meeting on Tuesday, December 6, 2011, at 7:00 PM. Mr. Jenkins seconded the motion. With six members in favor, the motion was approved.

PLANNING & POLICY ISSUES:

Sign Regulations: Mr. Edkins has been working on the proposed budget, other projects and matters. Mr. Thibodeau would like to look at the size of signs. Certain areas should have larger signs. Mr. Edkins will try to have something on the sign revisions ready for the next meeting.

Enforcement Issue: Relative to Morningside Park, Mr. Edkins advised that the glider is still beside Route 12 but the sandwich sign is only out on week-ends as their season is coming to a close.

Mrs. Francis mentioned that the Sauro camper on Borough Road is in the process of being taken apart. She expressed concern about the waste. Mr. Edkins will ask the Building Inspector to make sure the building material is being disposed of properly.

Proposed Zoning Amendment – Governmental Land Uses: Mr. Edkins distributed a proposed Zoning Amendment at the last meeting. Under State Statute there is a procedure outlined for local review of governmental buildings and facilities. That procedure entails bringing it to the PB for review, the PB could elect or not elect to hold a Public Hearing on the proposal and then following that the PB could issue non-binding recommendations and suggestions with regard to it complying with the local zoning regulations. The Town's regulations require that governmental entities get a Special Exception from the Zoning Board of Adjustment. He talked with the town's attorneys who indicated that the town's current zoning regulations trump the State law; at least in terms of town facilities but not over school, county, or state facilities. He would like to regulate them all in accordance with State Statute 674:54. This change would have to go before the voters.

Mr. Jellie feels that the recent process with the ZBA gave the public an opportunity for input into a town's project. He does not feel there is a need to change it. The process is not broken so why fix it. Following a discussion of the pros-and-cons of the issue, there was a consensus of the PB members to wait until next year to bring this before the voters as revisions to the Sign Ordinance are the priority at this time.

ADMINISTRATION & CORRESPONDENCE:

Stone Arch Railroad Bridge: Mr. Edkins received a copy of the Wetlands application for repairs and maintenance on the Stone Arch Railroad Bridge in North Charlestown. Some work will be done in the water. These are usually received to make the PB aware of the projects but they can make comments however it is usually the Conservation Commission that reviews and makes comments for the Town on these applications.

ADJOURNMENT:

There being no other business, Mr. Thibodeau moved to adjourn this meeting. Mr. Jenkins seconded the motion. With six members in favor, the motion was approved.
The time was 8:11 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 11-17-11

(**Note:** These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the December 6, 2011, Planning Board meeting.)