

**MINUTES  
CHARLESTOWN PLANNING BOARD  
JUNE 19, 2012**

Members Present: Sharon Francis (Vice-Chair); Brenda Ferland (Ex-Officio); Pat Royce, Rose Smith-Hull, Roger Thibodeau

Alternates Present: James Jenkins, Eric Lutz

Staff Present: David Edkins – Planning & Zoning Administrator

**CALL TO ORDER:** Mrs. Francis, Vice-Chair, called the meeting to order at 7:00 PM. She noted the absence of regular members Robert Frizzell (Chair), and Andy Jellie therefore called upon alternate members Mr. Lutz to sit for Mr. Frizzell and Mr. Jenkins to sit for Mr. Jellie. Mrs. Ferland (Ex-Officio) is sitting in for Steve Neill who was unable to attend. Noting that meetings are tape recorded, she asked anyone wishing to speak to identify themselves for the record.

**APPROVAL OF MINUTES OF THE JUNE 5, 2012 MEETING:**

**Mrs. Royce moved to approve the Minutes of the June 5, 2012 meeting as printed. Mrs. Smith-Hull seconded the motion. With six members in favor, the motion was approved. Mrs. Ferland abstained as she was not present at this meeting.**

**FLIGHT PARKS, LLC/KHK MORNINGSIDE, LLC, cont'd – Building Renovations, Zip Line Construction, Concessions & Additional Recreational Activities at Existing Hang Gliding Facility – 357 Morningside Lane – Map 208, Lot 6 – Zone E (Mixed Use):** John Harris advised that they need approval for the zip line to begin operating, tactical laser tag and fishing at 357 Morningside Lane. Since his last meeting with the PB they have applied for the transient non-community water system and begun work on designing the septic system with Tom Dombroski. A copy of the system was displayed; it is a 2,500-gallon tank, 1,250-gallon per day system. It should accommodate 2 employees, 7 camp sites and 180 transients per day. Their traffic right now is running about 20 people a day. A copy of the June 5, 2012, letter from the Department of Environmental Services (DES) referencing the Sewage Disposal System was submitted for the record. There are two public rest rooms in the barn area and portable toilets by the camp sites. The septic plan is approved subject to the water system being approved. Their water samples have all come back with a small coliform (36) count; it is a low count. They have been working with Green Mountain Well to try to get this taken care of; they have made improvements and treated the well. They think it is the rainy spring causing it but the suggestion is to treat it with an ultra-violet system so that is what they plan to do. DES told him today that as soon as they receive the specs on the ultra-violet system and where it will be installed they will approve the system. They will not be able to build the septic system until late fall therefore, in the meantime they have repaired the existing system, pumped the tank and added four portable toilets in the area. There were no problems last year. They expect traffic to increase to about 50

per day. Bottled water will be available on-site. Mr. Edkins pointed out that if the PB gets a letter from DES stating that the water system is approved and the septic system is approved the PB has often approved applications contingent upon the provision of that factual information from DES.

Mrs. Francis mentioned that another matter is the delineation of the parking. Mr. Harris said there is a picture of this in the file and it shows the “No Parking” signs. The parking spaces have not yet been marked on the ground but they can stripe them. The primary parking space was designated. “No Parking” signs have been put on Morningside Lane.

Mr. Harris advised that they cannot build a hangar on the opposite side of the road because it is a flood area. They are looking to create a straight across-the-road crossing rather than a down-the-road crossing. This would take filling in an area to make it work but it will be harder on the equipment. Mr. Edkins felt if they could get approval from the Police Department, Highway Department and ultimately the Selectboard for a direct across crosswalk that might work. The crossing would be about 450-feet. Number of trips would vary depending on the weather. Mrs. Francis said it would work for her if there were also signs to warn traffic coming both ways but there needs to be a plan for it.

Mrs. Francis mentioned another use they have not addressed is the ATV trails on the property. Mr. Harris advised that they agreed to hold off on it for this season.

There were no comments from the public. Mr. Edkins advised that they had Site Plan approval to operate the flight park but parking was never a major issue at that time.

Mrs. Ferland has been following this application and did not see any issues other than those discussed at this meeting. Mrs. Smith-Hull asked about approval for the concession stand and questioned if they will sell alcoholic beverages. Mr. Edkins noted that the approval would include the concession stand. Mr. Harris said they will not sell alcohol; they were considering selling it like a convenience store but a decision was made not to do it. Mr. Edkins said this would be regulated by the NH State Liquor Commission.

**Mr. Lutz moved to grant final approval for this application subject to the following conditions: 1) Provision of the septic system approval from the DES; 2) approval of the water system by the DES; 3) the applicant will mark the primary parking spaces with lines on the ground; 4) there will be “No Parking” signs on Morningside Lane (they have already been put up); 5) approval of a crossing for the aircraft by the Police Department, Highway Department and ultimately by the Selectboard; 6) it does not include approval of the ATV trails at this time; and 7) the sale of alcohol would be subject to approval from the NH State Liquor Commission. Mrs. Royce seconded the motion. Mr. Jenkins amended the motion to include that the applicant should be allowed to continue temporary operations with a boil water order until such time as the approval of the water system by the DES is received. Both Mr. Lutz and Mrs. Royce accepted this amendment. With seven members in favor, the amendment and motion were approved.**

**CASEY & JEFFREY McCLAY, cont'd – Reopen Existing Recreational Business and Establish Used Car Dealership – 3849 Claremont Road – Map 203, Lot 2 – Zone E (Mixed Use):** Mrs. Francis advised that at the last PB meeting the members voted to continue this application primarily for concern that the plan was not satisfactory for the site and the regulations. Mrs. McClay explained that they submitted a revised plan with the designated parking spaces. Mr. Thibodeau's concern is that this is an amended site plan but there still are no roads shown, no boundary lines, no abutters, etc. At one time somebody did a plan that did include all this information. Mr. Jenkins said that it is not to scale. Mr. Edkins noted that when this is filed it will be filed with all the previous maps and site plans. It will be understood that they are all a part of the same map and lot number with modifications.

Mrs. Francis stopped to look at the property and noticed the signs on the existing building. There are about a half-dozen signs including two ice cream signs, one Arcade and a Fun Zone Café. She asked if Mrs. McClay indicated they would be coming down except for the main sign on the pole out front. Mrs. McClay explained that some are directional signs. One ice cream sign will be taken down. Mrs. Francis referenced the amended Sign Ordinance for one sign on a building. Mr. Edkins pointed out that the PB needs to take a look at the whole concept of peripheral signs; there is a main sign on the building but there are businesses all over town that have little peripheral signs all over. Those have never been addressed. Mrs. Francis suggested that the applicant think through the signs and come back before the PB with a recommendation; the previous owners went way over the number of signs that are allowed. Mrs. McClay asked if the directional signs had an arrow would that be acceptable. Mr. Edkins advised that signs are a separate issue from the Site Plan. Signs have become a bigger issue. The PB needs to come up with a strategy for dealing with peripheral signs as they have become an enforcement challenge.

**Mrs. Ferland moved to grant final approval for this application with the following conditions: 1) there will be a maximum number of 20 cars for sale; 2) all vehicles must be inspectable and registerable; 3) no parts will be stored outside; 4) spill mats will be on-site; and 5) detailing of cars will be allowed but there will be no repairs. Mr. Lutz seconded the motion. With seven members in favor, the motion was approved.**

Mrs. Francis pointed out that the PB did approve the free-standing sign out front. She recommended that the applicant come back with a plan for their signs.

**ROBERT & KELLY SCOTT, cont'd – 40' x 25' Garage for Wrecker Storage – 121 Almar Street – Map 235, Lot 10- Zone E (Mixed Use):** Mr. and Mrs. Scott were unable to attend this meeting. Mr. Edkins noted that there is no new business for the next meeting on Tuesday, July 3<sup>rd</sup> but he is not sure if Mr. and Mrs. Scott are in a hurry for a PB decision. There was a consensus of the PB members to schedule the next meeting for Tuesday, July 17<sup>th</sup>.

**Mr. Jenkins moved to continue the Robert and Kelly Scott application until the next meeting on July 17, 2012. Mr. Thibodeau seconded the motion. With seven members in favor, the motion was approved.**

**DANIEL CALORAS, cont'd – Replace Existing 1,360 Square Foot Commercial Building with a New Commercial Building of Similar Size – 16 Main Street – Map 117, Lot 6 – Zone E (Mixed Use):** Mr. Edkins advised that this application was accepted as complete at the last meeting. Mr. Foster distributed copies of Dr. Caloras' new landscaping plan. The Red Maple tree cannot be saved by trying to move it. A copy of the letter from Joseph Towne, a Certified Arborist, was submitted for the file. They will be able to work around the Crab Apple tree. It was recommended that some rose bushes or small bushes could be planted along the split rail fence and north side of the building. They are trying to keep it nice but simple for everyone that maintains the property. The dumpster will be moved closer to the bank.

**Mrs. Smith-Hull moved to grant final approval for this application. Mr. Jenkins seconded the motion. With seven members in favor, the motion was approved.**

**PLANNING & POLICY ISSUES:**

**Compliance Issues:** Mr. Edkins has been chasing signs over the past few weeks rather than pursuing compliance issues. He knows the PB wants enforcement issues pursued.

**Peripheral Signs:** Mr. Edkins has been looking around and has discovered that there are a lot of peripheral signs all over town. Every time he raises the issue somebody says "what about him or them". There is an issue of what is the difference between a sign on the inside of a window or outside on a building. Where do you draw the line? A lot of signs are temporary. Many are for specific products in an existing business. How is the PB going to enforce peripheral signs? Some are grandfathered. Mr. Edkins asked the PB to think about how to regulate these signs. In the past not much thought was given to them. They are an issue of clutter, visibility and aesthetics. Does the sign do any good? Some towns base the sign size on the square footage of the building façade. Mrs. Francis suggested that letters be written to the businesses stating that the voters approved this amended Sign Ordinance so they are being asked to remove their signs that are not in compliance. Mr. Edkins mentioned that the voters who talked to him about the amended Sign Ordinance were not looking to make it stricter. Mr. Edkins will mention this issue to the Selectmen during their meeting tomorrow night.

**Plans:** Mr. Thibodeau wants plans drawn with the information specified in the book. It can either be drawn by hand or by an engineer. It should not be drawn on a tax map. Mr. Edkins noted that Subdivisions and Lot Line Adjustments have to be done by licensed surveyors. If somebody is going to change the use of an existing property and not make any substantial changes that is different than new construction. Mr. Thibodeau still wants background information.

**ADMINISTRATION & CORRESPONDENCE:** None.

**ADJOURNMENT:**

**There being no other business, Mr. Jenkins moved to adjourn the meeting. Mrs. Smith-Hull seconded the motion. With seven members in favor, the motion was approved. The time was 8:59 PM.**

Respectfully submitted,

Minutes Filed: 6-22-12

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Regina Borden, Recording Secretary (Transcribed from tapes)

**(Note:** These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the July 17, 2012 Planning Board meeting.)