

**MINUTES
CHARLESTOWN PLANNING BOARD
APRIL 19, 2016**

Members Present: Robert Frizzell (Chair); Sharon Francis (Vice-Chair); John Bruno, Thomas Cobb (ex-officio); Richard Lincourt, Douglas Neill, Rose Smith-Hull

Alternates Present: Patricia Chaffee, Jim Jenkins, Duane Wetherby

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

CALL TO ORDER & SEATING OF ALTERNATES: Mr. Frizzell called this meeting to order at 7:00 PM. He noted that meetings are recorded and asked that anyone wishing to speak identify themselves for the record. Mr. Frizzell advised that the full Board is present therefore there was no need to call upon alternate members.

APPROVAL OF MINUTES OF APRIL 5, 2016:

Mrs. Francis moved to approve the Minutes of the April 5, 2016, with the following correction: page 2, fifth paragraph, following the sentence “Should there be some signage or warning light on the corner” there should be a question mark (?) rather than a period (.) at the end. Mrs. Smith-Hull seconded the motion. With seven members in favor, the Minutes were approved as corrected.

NH ELECTRIC CO-OP – Removal of Trees on a Designated Scenic Road – Sam Putnam Road – Zone E (Mixed Use): Mr. Scott Carlson, arborist, was present representing the NH Electric Co-op. They are requesting approval to remove approximately 8 dead or damaged trees adjacent to and beneath its power lines on Sam Putnam Road which is a designated Scenic Road pursuant to RSA 231:157-158. Replying to a question from Mrs. Francis, Mr. Carlson advised that there is a tree with woodpecker holes on their list but there is some type of structural damage; he would say it is partially alive but because of the integrity he would like permission to remove it before it falls over. Mrs. Francis asked the question because those holes signify good habitat. Mr. Carlson will tape it up if the PB wishes but he cannot guarantee it won't interfere with the traveling public. It could just fall over. He does not want it to interfere with the electric wires. Mr. Edkins spoke with Mr. Weed after he looked at the trees and he is in favor of having them all taken down.

Mrs. Francis moved to approve the plan for the cutting of trees on the Sam Putnam Road by the NH Electric Co-op. Mr. Lincourt seconded the motion. With seven members in favor, the motion was approved.

JAYSON DUNBAR – Four (4) Unit Multi-Family Dwelling – SE Corner of Main Street & Paris Avenue – Map 119, Lot 26 – Zone A (Town Center Residential/Professional): Mr. Frizzell pointed out that the PB has not had any major projects in quite some time. He felt they

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could discuss it in general and then go through the long check list to be sure they do not miss anything.

Mr. Michael Petrovick of Catlin and Petrovick Architects, PC was present representing Jayson Dunbar who was unable to attend this meeting. He advised that this is a one-half acre lot and Mr. Dunbar is proposing to build a four unit attached multi-family rental dwelling. The two-bedroom units will not be bigger than 1,300 square feet. The garages will be in the back of the units. The units are in keeping with New England style architecture of the Town. This is in keeping with the character of the neighborhood they will be in. They meet the Town's requirements and are working with SVE on engineering a drainage plan.

Mr. Frizzell advised that one of the requirements is to have a Driveway Permit on a Town road. Mr. Petrovick said they will have to get one. Mr. Edkins asked if they could cut the driveway from the adjacent lot to the south and move it to the subject lot. There could be a right-of-way to the adjacent lot to the south. They could do a boundary adjustment. Mr. Petrovick said the next property to the south is also owned by Mr. Dunbar. They were proposing a shared driveway in the back of the units. Mr. Petrovick did not want to make a commitment for Mr. Dunbar but they will work on the suggestions.

Mr. Lincourt stated that the lot is sunken. Mr. Petrovick replied that these units will be on a slab so they will level the lot. They do foundation drains so the water leeches into the ground. Mr. Lincourt said at least fifteen of the trees are over 12-inches in diameter. Mr. Petrovick replied that anything in the green space would stay there; they would maintain the trees outside the building area. Mr. Bruno pointed out that viability of the trees depends on the grading plan. The PB members need to see the existing topo of the property; it includes the elevations of Route 12 and Paris Avenue as well as the surrounding areas. They need to see how the drainage is being addressed. There is no storm drainage system in that area; that could be problematic. He questions relying on infiltration. As far as putting in another driveway next to the existing one is not preferable for him. He would like to see a boundary survey.

Mrs. Francis asked if there is a list of abutters. Mr. Edkins said the applicant provided a list but the names are not shown on the plan; there are only three abutters and they were notified by certified mail. Mr. Edkins spoke with Mr. and Mrs. Spilsbury and Mrs. LaRock; the other abutter is Mr. Dunbar himself.

Mr. Edkins has had some calls from people who claim familiarity with this lot. There may be an existing storm drain line that goes across the property. There is a storm drain catch basin in back of the building to the south that empties into the brook. It should be investigated. If something is there it could be a prescriptive easement at this time. They will have to deal with it in one way or another in the course of the construction. Mr. Frizzell mentioned that all the houses in that area have problems with water in their basements. Mr. Edkins said it needs to be addressed but does not mean they cannot build on that lot.

Mrs. Francis is concerned with the appearance as it is next door to a registered Historic District. Mr. Petrovick noted that they are designing buildings with gable roofs, clapboard siding, double hung windows, etc.; this is in keeping with Historic Districts.

Mr. Jenkins asked what percentage of the lot is covered with the building, driveway and parking areas. Mr. Petrovick replied that there would be a gravel driveway. They have four spaces for parking for each unit in the plans but they could do with less. Mr. Lincourt pointed out that they need 9-foot parking spaces but they have 8-1/2-feet. Mr. Petrovick said they can make the parking spaces 9-feet. Mr. Lincourt asked about snow storage. Mr. Petrovick said there will be three areas on one side to handle that. Mr. Cobb mentioned that Mr. Dunbar does keep the condition of his properties up.

Mr. Terry Spilsbury is the entire east and north area abutter. He pointed to the other abutters on the plan and provided some history on the dwellings. Mr. Dunbar owns three parcels. He feels that this project will adversely impact him and the Town. Mr. Spilsbury pointed to the driveway that is currently there. There have been no structures on this lot since 1735. Everybody knows they develop a pond in their front yard every year but sometimes another pond forms. Their property is slightly depressed down about 3-to-4 feet. There is a culvert on Paris Avenue but sometimes it seems to fill his front yard with water. Sometimes water comes in from the sidewalk. He read a section of the property description from the 2004 Deed from Dorothy Falk to Dunbar. He questions who has the rights to the spring. A single family dwelling is intense but a four family dwelling is pushing the limits and the setback requirements. He is concerned about the water and the egress. This building will have windows on three sides; all the activities will face them. All the traffic, lights, etc. will impact him. In addition there are cars coming to the other apartment house. On the plan he noted the access to the Primary School, where the school busses go; the sidewalk crosses just feet past his property line. Kindergarten to 5th grade students ride bikes and walk; there will be a lot of activity at an unfortunate place where the kids will be crossing. He would prefer that they not build this therefore he hopes the PB finds ways to turn this project down. If this passes he could also find a way to eventually put in units on his lower land.

Mr. Spilsbury noted that there are a lot of properties with water issues on Paris Avenue so the folks above them also have a problem. Mr. Weed's team has been trying to deal with that. Last year they put in two storm drains and that helped but a third one is supposed to go in. At each terrace they have a separate standing water problem.

Mrs. Francis asked if there is any wetland vegetation on the Dunbar property. Mr. Petrovick responded that they would have to do a survey. Mr. Spilsbury pointed out that this is not a parcel that drains well.

Mr. Bruno advised that they should have a Drainage Study done. He is concerned about water in the basements. This is not a conducive soil for infiltration. If there is water draining to that spot from up the hill then they need to be able to manage that storm water as well as the water on the site. He stated that this is an incomplete set of plans. Mr. Petrovick said they wanted to get this process started; it is similar to a consultation. Mr. Frizzell noted that the PB needs to be shown that this lot can be built on without impacting other properties. We are not here to discourage things from being built in Town and there is a need for apartments.

Mr. Spilsbury feels that because a lot was never built on is not a reason to deny this dwelling but he is suggesting there are Historical reasons so it warrants an investigation. Almost all of this

area is a depression. This land is at the level with Main Street but then it falls off. If the plan is to build on a slab they will have to bring in a lot of fill.

When Mr. Petrovick first approached Mr. Edkins about this he felt drainage would be a significant issue there and asked him for more detail. He did come back with more foundation drain detail. The PB needs to decide if this is a major Site Plan or a minor Site Plan. The PB members concurred that this is a major Site Plan. Mr. Edkins gave Mr. Petrovick that check list.

Mr. Bruno moved that the PB considers this application as a major Site Plan. Mrs. Smith-Hull seconded the motion. With seven members in favor, the motion was approved.

Mr. Aare Ilves is a member of the Tree Committee. He agrees with the plan to save some trees. He is concerned about having a sidewalk from Paris Avenue to Almar Street. There should be safe passage for the children including those going to the Day Care Center.

Mr. Jenkins is concerned with oil and the number of cars parked there. Mr. Edkins suggested that Mr. Petrovick and Mr. Dunbar schedule a meeting with him.

Mr. Bruno moved to continue this Site Plan application until the May 17th, 2016, PB meeting. Mr. Lincourt seconded the motion. With seven members in favor, the motion was approved.

PLANNING & POLICY ISSUES:

Dollar General Store: Mr. Edkins distributed copies of a letter to the PB members regarding the Noise and Light study for the Dollar General store. It appears there are a couple of places where the light measurements exceeded what was required. Mr. Casey said they were going to be looking at the operational issues. Mr. Edkins told Mr. Casey that if they cannot make the outdoor merchandise displays and the deliveries work they need to come back to the PB to get the conditions amended. The Storm Water Study is on the way. They are now communicating with us. Mr. Lincourt asked if we know of any accidents in that area since the store opened. Mr. Edkins will check with Chief Connors and report back.

ADMINISTRATION & CORRESPONDENCE:

Alternate Members: Mr. Edkins advised that at the last PB meeting Mr. Jenkins, Mr. Wetherby and Ms. Chaffee were re-appointed as alternate members. Mr. Frizzell will sign the Appointment documents now and they will go to the Town Clerk. The alternate members will then have to go to the Town Clerk to be sworn-in.

Bulletin Board: Mr. Cobb talked to Mr. Dan Pelkey who asked that we consider moving the Community Bulletin Board because he wants to extend the wall. Mr. Jenkins advised that the bulletin board was built by the Rotary and CEDA but it was given to the Town. Mr. Cobb measured and feels the board can be moved to the front of the new Town building. Mr. Pelkey is going to be taking down the trees and putting in a different kind. He will continue his stone wall down to the sidewalk. Mr. Edkins said they should have a Sign Permit to move it.

Zoning Board of Adjustment: Mr. Edkins mentioned that the ZBA needs alternate members. One member of the PB could volunteer. The Selectboard would need to appoint that person. Mr. Doug Neill volunteered to be the alternate member from the PB.

Mr. Edkins reported that CAROD Properties submitted an application to the ZBA for a Variance to allow them to display the sandwich sign more than 10-times a year. This will be heard at the ZBA meeting on April 26, 2016, at 7:00 PM.

ADJOURNMENT:

There being no other business, Mr. Bruno moved to adjourn this meeting. Mrs. Smith-Hull seconded the motion. With seven members in favor, the meeting was adjourned at 8:36 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 04-27-16

(**Note:** These are unapproved Minutes. Any corrections will be found in the Minutes of the May 3, 2016, Planning Board meeting.)