

**MINUTES
CHARLESTOWN PLANNING BOARD
JUNE 21, 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: Duane Wetherby, Patricia Chaffee

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 advised 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 is no need to call upon alternate members.

APPROVAL OF MINUTES OF JUNE 7, 2016:

Mrs. Francis moved to approve the Minutes of the June 7, 2016, Planning Board meeting, as presented. Mrs. Smith-Hull seconded the motion. With seven members in favor, the Minutes were approved.

JAYSON DUNBAR, cont'd – Four (4) Unit Multi-Family Dwelling – SE Corner of Main Street & Paris Avenue – Map 119, Lot 26 – Zone A (Town Center Residential/Professional): Mr. Edkins reported that the architect said they are still working on plans and are not ready to do anything at this meeting. They asked that it be continued until the next PB meeting.

Mrs. Smith-Hull moved to continue the Jayson Dunbar application until the next Planning Board meeting on July 5, 2016. Mrs. Francis seconded the motion. With seven members in favor, the motion was approved.

LYNN FISHER, cont'd – Two (2) Lot Subdivision and Boundary Adjustment – 338 & 440 Borough Road – Map 214, Lots 16 & 18 – Zone D (Watershed): Mr. Bruno recused himself from this Agenda item due to a conflict of interest. Mr. Frizzell asked alternate member, Mr. Duane Wetherby, to sit on the Board for Mr. Bruno. Mr. Edkins noted that the issues from the last meeting were drainage and the Driveway Permit. Mr. Travis Royce distributed revised plans showing the well radius on the property across the road. He previously showed the abutters well across the Borough Road but did not show the 75-foot radius therefore it was added. It shows the septic area that is well beyond the 75-foot requirement. Relative to the abutters and where properties lie, he took photo copies of the tax maps and added the information.

Relative to the Driveway Permit, Mr. Bruno and Mr. Royce met with Mr. Keith Weed, Mr. Steve Neill and Dr. Fisher a few days after the last meeting and discussed what Mr. Weed felt would be

appropriate. Mr. Royce mentioned that Theresa Burns acquired the property about a year and a half ago and then it was transferred to Dr. Fisher in February. The drainage issue has been going on for a long time; it is an ongoing problem. These are not his problems. Dr. Fisher has agreed to do a substantial amount of work. Mr. Frizzell pointed out that the PB has to make sure this subdivision does not make the drainage worse. Mr. Royce noted that on the right hand side of the sketch it shows the proposal for ditch work and grading. He explained the direction that the water would flow. Dr. Fisher is agreeable to ditching the area so it will go into the ditch and then into the culvert. If the driveway were to go in there would be a culvert under it. There is very little ditch there now; there would be a new ditch down to the existing culvert under the road. Mr. Bruno explained that the ditching will divert any water coming down the Hunt driveway ROW; the solution is this ditch will carry the water along Borough Road down to the culvert which is to the south. Mr. Lincourt asked if all the water is coming down the driveway or from other properties as well. Mr. Royce said there was talk about whether it is coming from the fields but it would eventually have to cross the Hunt driveway. Mr. Lincourt asked who would put in the culvert and maintain the ditch. Mr. Royce feels it would fall under the same criteria the Town uses in the rest of the Town; usually what is within the Town's right-of-way is maintained by the Town. Mr. Bruno replied that Dr. Fisher will construct it. Replying to a question from Mrs. Francis, Mr. Royce explained that the objective is to give the water a place to go so it will not go across the Borough Road. Mrs. Francis asked what the difference is between potential and proposed. Mr. Royce replied that proposed is what Dr. Fisher is planning to do and it will be done now; potential is that the second driveway might go in.

Mr. Thomas Adams, an abutter, stated that he has lived on that hill almost 70 years. He knows where the water comes from and he feels if the work is done right it will work but it will not work the way it is being planned now.

Mr. Harvey Hill is not an abutter but lives across the Valley. He questioned if the intent of this applicant is to subdivide the land again. Mr. Royce responded that that is not being proposed at this time.

Due to a disruption by two attendees who then left the meeting, Mr. Frizzell advised that the PB will take a short recess and then move onto the next Agenda item. The PB will then return to the Fisher application.

PRELIMINARY CONSULTATION – Student Conservation Association: Mr. Edkins was contacted by the SCA a few months ago about their desire to put up one of the temporary canvas-covered type structures to be used as a storage warehouse for their equipment. He told Ms. Shaw if it was a temporary structure it would not require Site Plan Review. However Ms. Lisa Shaw then applied for a Building Permit and indicated it would be on a concrete slab and have heat and electricity so it sounded less than temporary. He then suggested that Ms. Shaw come in to talk to the PB about if they feel a Site Plan Review is necessary. Ms. Shaw, representing the SCA, noted that they plan to use it for about five years. She distributed pictures of the proposed structure. It would be a 42' x 96' polyurethane structure. Mr. Edkins mentioned that the concrete slab is already in place; it is to the north of the SCA main complex. Ms. Shaw explained that they have been leasing a building on Salt Shed Road since 2008. Not being on their own property makes it harder to keep track of items; there would be better security on their property.

They would put shelving in so a solid foundation would be preferred to a gravel base; there will be no water and heat will be propane. It is a structure that is moveable. The trusses are adequate for the snow loads.

Mr. Frizzell pointed out that the question is if it is temporary or not so temporary. Mrs. Francis pointed out that if there is a Public Hearing it will give the neighbors an opportunity to express any concerns. Mrs. Smith-Hull stated that if it is temporary maybe for five years and then they decide to make it permanent she would have to come before the PB. Ms. Shaw replied that if it came to that point she would have to come before the PB for a permanent structure. Mr. Frizzell noted that this could be a condition. There was a consensus of the PB members to have Ms. Shaw submit a Site Plan Review application and schedule a Public Hearing for the Tuesday, July 19, 2016, PB meeting.

LYNN FISHER – Public Hearing Continued: Mr. Frizzell asked Mr. Thomas Adams to come forward, look at the drainage plan and talk about his knowledge of the water flow off the hill. Mr. Adams looked at the proposed plan and explained how the water is now flowing down hill and how he felt the water should be diverted. He noted that this is a problem for Mr. Weed as well. Mr. Edkins pointed out that he and Ms. Chaffee have been doing research on the narrow piece of property that comes out to the Borough Road; the Town will have to Quit Claim it back to Dr. Fisher as the Town took it in error for delinquent taxes.

Mr. Royce said he presented their plan. Mrs. Smith-Hull does not have a problem with this as long as Mr. Weed will oversee the work and make sure it is done properly. Mr. Royce said Mr. Weed will be the one to sign off on how he feels it should be done. Mr. Frizzell pointed out that they still do not have the Driveway Permit.

Mr. Adams does not feel they need two wells. Mrs. Francis questioned if there is enough room for two driveways between the two buildings. Mr. Royce explained the location of the existing driveway and the proposed driveway. There are about 32-feet from the property line. It is 16 feet between the part of the barn where the dwelling might be. There is plenty of room for two driveways. Mr. Lincourt asked if they know that the existing culvert has the capacity to carry all the water. Mr. Royce said that Mr. Weed is aware of this and it is his suggestion to divert the water to that culvert as it has sufficient capacity.

Mr. Cobb moved to accept this application for Lynn Fisher as complete with the condition of obtaining a written Driveway Permit. Mr. Lincourt seconded the motion. With seven members in favor, the motion was approved.

The PB members discussed whether or not to carry this application over to the next meeting before granting final approval. Mr. Edkins reminded the PB members that this is the second meeting where this has been discussed. Mr. Neill felt there should be clarification as to when an application is accepted as complete and finalized in one meeting while others require two meetings.

Mr. Cobb moved to grant final approval to the Lynn Fisher application for a two lot subdivision conditional upon the issuance of a Driveway Permit from Mr. Weed.

Mr. Neill seconded the motion. Mr. Lincourt offered an amendment to the motion that the PB give final approval only with the conditions that the proposed culvert and ditch be constructed to meet the Town specifications and the grading be done as proposed in the plan. The subdivision will not be recorded until completion of this work. Mr. Cobb and Mr. Neill accepted this amendment. With six members in favor, the amended motion was approved. Mrs. Smith-Hull was opposed as she was still not happy with the plan.

PRELIMINARY CONSULTATION – CEDA: Mr. Bruno, a member of the CEDA Board, advised that CEDA would like to subdivide their Gristmill property into three lots. Two lots have access to water and sewer on Moulton Way. This application will be coming before the PB during the meeting on July 19, 2016.

PLANNING & POLICY ISSUES: Mr. Edkins had no new Planning or Policy issues to come before this meeting.

ADMINISTRATION & CORRESPONDENCE: Mr. Edkins had no new Administration or Correspondence to come before this meeting.

ADJOURNMENT:

There being no other business, Mrs. Smith-Hull moved to adjourn this meeting. Mrs. Francis seconded the motion. With seven members in favor, the meeting was adjourned at 8:12 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 6-27-16

(**Note:** These are unapproved Minutes. Any corrections will be found in the Minutes of the July 5, 2016, Planning Board meeting.)