

**MINUTES
CHARLESTOWN PLANNING BOARD
SEPTEMBER 20, 2016**

5:30 PM - SITE VISIT to Blue Stream Aquaculture on Burma Road:

REGULAR MEETING

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

Alternates Present: Patricia Chaffee

Staff Present: David Edkins – 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. The full PB was present therefore there was no need to call on the alternate member.

APPROVAL OF MINUTES OF SEPTEMBER 6, 2016:

Mrs. Francis moved to approve the Minutes of the September 6, 2016, Planning Board meeting, as presented. Mrs. Smith-Hull seconded the motion. With six members in favor, the Minutes were approved. Mr. Neill abstained as he was not present at this meeting.

WHELEN ENGINEERING CO., INC. – 60,000 Sq. Ft. Light Manufacturing Building – Old Claremont Road – Map 106, Lot 4 – Zone F-1 (Industrial/Business) and E (Mixed Use): Mr. Edkins reported that this application has been deferred to the December 6, 2016, Planning Board meeting.

BLUE STREAM AQUACULTURE NH, LLC – Commercial Fish Farm – Burma Road – Map 201, Lot 3 – Zone E (Mixed Use): Mr. Frizzell mentioned that at the last meeting they had a preliminary consultation instead of the Public Hearing because there was a glitch with the abutter's notices. Prior to this meeting the PB had a site visit to this property. Mr. Frizzell noted that there were questions at the site visit that were answered. Plans of the project were previously distributed. Mr. Bruno asked if it is their intent to reclaim the old gravel pit and flatten out those slopes. Right now it is vertical so someone could fall off the edge. Mr. Malandrinos replied that their original thought was to leave it as it is for now. They will clean, seed and mulch it. Mrs. Smith-Hull advised that it is a nice piece of flat property with plenty of trees. Mr. Bruno asked what the surface is going to be on the edges of the buildings. Mr. Malandrinos said crushed stone on the walkways between the buildings and maybe some plantings along that.

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Mr. Frizzell asked if the abutters had any comments. Mr. Skip Davis said everything was fine.

Mr. Bruno has a problem with the Site Plan as it does not say what materials are between the buildings, there is no drainage plan, and how will the drainage be maintained. This is a major Site Plan of approximately two acres. How many trees will be cut around the developed area? He would have a problem approving a major Site Plan based on these plans. They need to have more detailed plans otherwise, in the future; an applicant could do whatever they want to.

Mrs. Francis noted that it is a nice layout in terms of the processing of the fish, their waste and greenhouses. She is missing who is overseeing all this; she does not see any human management. Mr. Cobb asked if it is the PB business to know who will be managing the operation. Ms. Chaffee noted that the Town's wastewater treatment plant runs 24/7; there are computers to alert them if there is a problem. Mr. Malandrinos replied that there will be someone there full time and during hatching season someone will be there 24 hours a day; this will start in January. By next season they would like to have more race-ways in operation. It is his intent to move to the Burma Road area on January 1st, 2017. Right now he travels back-and-forth. Mr. Bruno noted that the application states one full-time and one part-time employee. He recommended that the brush be cut along the road for improving site distance as it is a one-lane road; pull-offs should also be maintained. He would like to see this as a condition of the permit. Mr. Frizzell asked Mr. Bruno if he feels the application is complete. Mr. Bruno thinks this is a great project but if they approve this Site Plan it sets a precedent for other major site plans and what the PB will ask them to present. Mr. Edkins mentioned that 85,000 square-feet is the size of this project area. Mr. Malandrinos said there will be no ground disturbance outside this area. Mr. Bruno said there is nothing in the plan to confirm this. There are no contours, no drainage plan so how will it be implemented.

Mr. Cobb moved to accept this application for Blue Stream Aquaculture NH, LLC as complete. Mr. Neill seconded the motion. Vote in Favor: Mr. Cobb, Mr. Neill. Opposed: Mrs. Francis, Mrs. Smith-Hull, Mr. Lincourt and Mr. Bruno. The motion was defeated.

Mr. Bruno stated that they need a detailed site plan showing grading rather than just buildings in the disturbed area and what it is going to look like; also a drainage plan. Mrs. Francis expected to see a plan for the entire 130+ acres showing the topography and vegetative cover even though they only plan to disturb 2-or-3 acres. Mr. Malandrinos explained that this area is all they plan on doing now. Mr. Bruno does not feel they need to see contours and/or everything on the whole parcel but he would like to see what is happening within the project area. Mr. Edkins has some good plans of that site that show contours, grades, etc. Mr. Malandrinos explained that they are building small buildings and greenhouses. Mr. Bruno would like to see if the walkways will be crushed stone or another material. If it is stone he is comfortable with the infiltration. Put a note on the plan that the slope will be graded, mulched and seeded. The impervious area should be included. Ms. Chaffee pointed out that the applicant could clear cut the whole lot if he wanted to therefore why are PB members questioning the number of trees that will be cut down and the tree line. Mr. Bruno would like to see the area within about 50-feet of the rectangle; a formal calculation of the plans; show the infiltration system along the eaves. Put a note on the plans for the drainage.

Mrs. Francis moved to continue this application for Blue Stream Aquaculture NH, Inc. until the PB meeting on Tuesday, October 18, 2016. Mrs. Smith-Hull seconded the motion. With seven members in favor, the motion was approved.

SPRINGFIELD MEDICAL CARE SYSTEMS, INC. – 8,300 Sq. Ft. Healthcare Facility – CEDA Road – Map 105, Lot 29 & 29.1 – Zones F-1 (Business/Industrial) and E (Mixed Use): Mr. Mark Blanchard and Mr. Tim Ford were present representing the applicant. Mr. Blanchard explained the detailed site plan. This site is two parcels; a 5.7 acre and a 2.5 acre lot off Industrial Drive and Lovers Lane road. Their intent is to locate an 8,300 sq. ft. single story, wood structure that would be entered from CEDA Road, go across a small ravine to the driveway. There will be approximately 35 parking spaces for patients and staff. It is a flat site. There will be a wooded buffer between this building and the neighbors. They will save as many trees along the ravine as they can but basically leave the lot as it is except for a few trees. They are building on the 5.7 acre lot and on the northern edge of the 2.5 acre lot. Mr. Edkins explained that if they are going to extend the culvert the Highway Superintendent does not have a problem with that but he wants to see a basin right at the edge of the property line; he does not want to be responsible for maintaining the balance of the culvert. Replying to a question about two driveways from Mrs. Smith-Hull, Mr. Edkins advised that this is a driveway not a Town road.

Mrs. Francis was under the belief that this facility would be located at the Gristmill site off Route 12. Very recently she heard it was going to be here. Everything has a way of growing therefore she would like to hear about the planning that went into this facility. Will it meet the health care needs in this community over the next five years? Mr. Blanchard explained that around 1980 they bought the Main Street house they have been using and in 2004 they put on the addition. For the last 3-to-4 years they have looked into expanding that site but there are parking issues and not much land to expand on. They tried to go up, applied for grants for an elevator but that did not happen. Mr. Blanchard explained the interior of the building, noting that this facility will have about 13 examining rooms, a waiting room, will do x-rays, provide additional services, etc. and does have room for expansion. They would move the practice from Main Street to this location. Ms. Chaffee pointed out that a culvert extension needs a NH Department of Environmental Services permit. Mr. Edkins said if they are moving earth in the ravine area they need a Wetlands Permit from the State. Mr. Frizzell opened this discussion to the abutters.

Mr. Larry Crainich, CEDA Road, does not have a problem with what they are proposing. He will be a good neighbor. Mr. Blanchard mentioned that the medical building driveway will be side-by-side with Mr. Crainich's driveway.

Mr. Myron Domingue, CEDA Road likes this idea. It appears to be a done deal. Mr. Blanchard responded that it is not a done deal at this point. They will not need a Variance to put it on this site but do need PB approval.

Mr. Derek Snelling lives on Lovers Lane. His question is coming over the ravine; how attainable is it? Mr. Blanchard explained that that area will all be wooded. Mr. Snelling would like to help the snowmobile club have a trail that circumvents the medical building area. Mr. Blanchard said

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there is a foot trail that they plan to leave as is. There are some tall pines that are ready to harvest. Mr. Snelling mentioned that Lovers Lane is a popular cut off for traffic all hours of the day. There will be more traffic with this facility. Is there any way they can reduce the speed limit on that road. The speed limit on Lovers Lane is 35 MPH; the average driver does at least 5 miles over the limit. Mr. Cobb will talk to Police Chief Connors about this and bring it before the Selectboard during their meeting tomorrow night. Right now the traffic counter unit is not available but as soon as the Sheriff moves it from the current site they will ask to use it for a traffic study on Lovers Lane. Mr. Edkins pointed out that the State has done a road safety analysis of the Lover's Lane/Route 12 intersection. The State is actively looking to see what can be done to make it a safer intersection.

Mr. Albert Nadeau, Lovers Lane Road, is opposed to this whole project. An 18-inch culvert will be going into the ground. It will dump water onto the wet area across the road. There will be a major problem with water. They will have to address this culvert. There is forest land there and wildlife. Mr. Frizzell mentioned that the PB job is to make sure a project is done properly with drainage, etc. The PB members cannot control it being there. Mr. Nadeau spoke about the accidents in the area. Lovers Lane does not need any more traffic. There are children and people walking. A good place to put this building would be on the corner where the mobile home sales office was. He asked if they own this property now. Mr. Blanchard replied that they have a Purchase and Sale agreement dependent on approval.

Mr. Derek Snelling asked what the projected tax impact will be by adding another building. Mr. Frizzell said the PB is not allowed to ask that or base their decision on that. Mr. Edkins stated that this is an allowable use in this zone.

Mr. Bruno asked if the applicant is going to do a Lot Line Adjustment. If not they would need an easement across the 2+ acre lot. Mr. Edkins feels it could be done as a Voluntary Merger of the two lots.

Mr. Lincourt asked if they have any idea of the number of employees/patients. Mr. Blanchard said 9-to-12 employees; about 50 patients in and out each day in two hour increments. It is not a lot of density. It will be open from 8:30 AM to 5:00-or-6:00 PM.

Relative to the traffic flow, Ms. Chaffee said when people are coming from Claremont and they are not familiar with this area they think Industrial Drive is a private road that only goes to Whelen. Can they have some kind of signage that would let them know that Industrial Drive goes through to avoid the intersection of Lovers Lane and Route 12? Mr. Blanchard hopes to have a sign on the building; people will be able to see the building from Route 12.

Mr. Cobb asked if this will be an Urgent Care facility. Mr. Blanchard replied it will be a partial walk-in care facility. People would not need an appointment. They are open 5 days a week. It will remain the same coverage as provided in the current Medical Building.

Mr. Bruno moved to accept this application from the Springfield Medical Care Systems as complete. Mrs. Smith-Hull seconded the motion. With seven members in favor, the motion was approved.

The PB members took a brief break from 8:20 to 8:26 PM.

JAYSON DUNBAR – Preliminary Consultation – 4 Unit Multi Family Building – Corner of Main St. & Paris Ave. – Map 119, Lot 26 – Zone A (Town Center Residential/

Professional): Mr. Michael Petrovick of Catlin & Petrovick Architects, PC represented Mr. Jayson Dunbar. Mr. Dunbar was also present. Mr. Petrovick mentioned that they were here before with a proposal for an apartment building, they heard the comments of the PB members and abutters and rethought what they could do with the site in keeping with the architecture of that area of Town and reduce the size of the building to be more of a colonial style. The sketch of the new proposed multi-family dwelling and attached barn was displayed. All four units will be two-story, the attached building will have a laundry room and is a covered entrance to units No. 1, 2 and 3. The access will be off Paris Avenue. There is enough space for two parking spaces per unit. There are no garages. This is a revised conceptual design that Mr. Dunbar is thinking about building.

Mr. Lincourt noted that there were questions about drainage. Has that been resolved? Mr. Petrovick said they have engaged SVE Associates to address the drainage as a part of this application. Mr. Lincourt asked if they plan to keep any of the trees. Mr. Petrovick replied that sometimes as much as they would like to save them some do not survive. They will be providing a landscaping plan.

Mr. Terry Spilsbury, an abutter, owns property on the east side and across the street from this parcel. He thinks this is a much more attractive proposal. He would rather look at this than the previous plan. There was a lot of conversation about these units being for seniors; clearly this is moving in another direction. They had stated they would retain as many trees as they could. The property is significantly in a depression. When you bring in fill existing trees do not survive. Mr. Spilsbury spoke about meeting Mr. Dunbar after the Public Hearing. He then referenced an email and advised that to say that Mr. Spilsbury and Mr. Dunbar could not come to an agreement on a land swap is incorrect. They did, however, sit down and talked about options. He asked Mr. Dunbar to give him a price for the lot. Mr. Dunbar said he would get back to Mr. Spilsbury in a few weeks but Mr. Spilsbury never heard from him again. Mr. Spilsbury referenced another email that was incorrect. What he did say was that he could not predict what the PB will approve or not but he would like to see it remain a wooded lot. There are other alternatives. Mr. Spilsbury would still entertain buying this lot and/or the other lots that Mr. Dunbar owns.

Mr. Jayson Dunbar said his first communication with Mr. Spilsbury was when they were doing some tests on the lot and he asked what they were doing. Mr. Randy Rhoades was present. Mr. Dunbar knew there was resistance to the first project. He does feel that there is a need for single story housing. His initial drawings were preliminary. He felt there should be something with garages and easy access. Mr. Spilsbury is not an abutter to this property but is to another property that Mr. Dunbar owns. He wanted to know if Mr. Dunbar would accept what he paid for the lot. Mr. Dunbar bought this lot with the intention that someday he would build another building similar to the other ones he owns. He told Mr. Spilsbury he was not interested in selling; it was then that Mr. Spilsbury asked about a land swap. This new design is to appeal to the Spilsburys. He is trying to do what the neighbors would like to see there. Mr. Dunbar does not want to have any misrepresentations.

Mrs. Francis said it seems like a very nice design for residential housing. That area has some significant drainage issues. It has to be resolved and/or managed. Mr. Spilsbury has been watching his front lawn for flooding but it has not occurred since April. He will take pictures when it does flood.

Mr. Frizzell advised that the PB had carried the first application from meeting-to-meeting but not moving forward. It was ultimately rejected as incomplete. Mr. Frizzell thanked them for coming. They now have some additional information.

PLANNING & POLICY ISSUES:

Zone E: Mr. Edkins pointed out that the PB members had discussed doing something to address Zone E. He had enclosed information in the PB packets on the Proposed Amendment to Charlestown Zoning Ordinance that was voted on and defeated at the 2003 Town Meeting. The vote was 316 to 501 “No”. Mrs. Francis felt this proposed change was lengthy for all the voters to read; it would be helpful to keep it about a paragraph long. She would love to hear from the public and have them help the PB identify what could provide some obvious boundaries without tying everything up with restrictions. Mr. Bruno stated that this amendment is not prohibiting permitted uses it is just providing an extra layer of proof. Mr. Edkins mentioned it says any use permitted. Site Plan Review is not about “yes” you can or “no” you cannot; the Zoning Ordinance says “yes” you can or “no” you cannot. Site Plan Review is about how you are going to do something to minimize adverse impacts on surrounding properties. There was a consensus to continue this discussion at the next PB meeting as the only Agenda item will be the Springfield Medical Care System. There are no new applications.

State Law Books: Mr. Edkins advised that the new edition State Planning & Zoning law books are available. They can be purchased from the Upper Valley Lake Sunapee Regional Planning Commission for \$8.00/book, \$13.00/book and CD, and \$13.00 for a book and e-code to go on line. These books would cost \$65.00 if purchased from the publisher. Mr. Cobb and Mrs. Francis would like the book. Mr. Lincourt would like the book and CD. The books usually come in December.

Major Site Plan Review Checklist: Ms. Chaffee’s concern is that both of the recent applicants received different checklists. Springfield Hospital got a 9-page form and the Blue Stream Aquaculture NH had a 4-page form. Mr. Edkins explained that they went through the 9-page form with Whelen and realized it is very redundant. This form is going in the trash. Ms. Chaffee asked how applicants know what they have to bring if they get two different forms. If Blue Stream Aquaculture had seen the longer form they would have known what was needed. Mr. Bruno feels the 9-page form needs to be compressed to remove the redundancy. Mr. Edkins wants to make the form more reflective of the regulations. Mr. Bruno asked him to email copies of the long checklist to the PB members.

ADMINISTRATION & CORRESPONDENCE: There were no Administration issues or Correspondence to come before this meeting.

ADJOURNMENT:

There being no other business, Mrs. Smith-Hull moved to adjourn this meeting. Mr. Bruno seconded the motion. With seven members in favor, the meeting was adjourned at 9:16 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 9-27-16

(Note: These are unapproved Minutes. Any corrections will be found in the Minutes of the October 4, 2016, Planning Board meeting.)