

**TOWN OF CHARLESTOWN  
PLANNING BOARD  
SEPTEMBER 18, 2018**

Members Present: Robert Frizzell (Chair); Sharon Francis (Vice-Chair); Richard Lincourt, Doug Neill, Rose Smith-Hull, Terry Spilsbury, Thomas Cobb (Ex-Officio Selectboard Member)

Alternates Present: Patricia Chaffee

Staff Present: Travis Royce, Planning & Zoning Administrator

**CALL TO ORDER & SEATING OF ALTERNATES:** Mr. Frizzell called this meeting to order at 7:00 PM in the Silsby Library/Community Room. He noted a full Board was present therefore there was no need to call on the alternate member. Mr. Frizzell advised that meetings are recorded and asked anyone wishing to speak to identify themselves for the record.

**APPROVAL OF MINUTES OF SEPTEMBER 4, 2018:**

**Mrs. Smith Hull moved to accept the Minutes of the September 4, 2018, Planning Board meeting, as submitted. Mr. Lincourt seconded. Mr. Lincourt noted a correction on page 4, under Junk Vehicles: Change “the sign needs to be scaled down” to “the sign needs to be removed”. With six members in favor, the motion and correction were approved. Mrs. Francis abstained as she was not present at this meeting.**

**SUGAR RIVER MENNONITE FELLOWSHIP – Cont. – 2 Lot Subdivision and Site Plan Review for Auto Repair and Service – 3849 Claremont Road, Tax Map 203, Lot 002, Located in Zone E (Mixed Use):** Mr. Tom Dombroski, surveyor and septic designer, was representing the applicant for the Two (2) Lot Subdivision. He distributed copies of the Test Pit Soil Report; it is now shown on the plat. The Wetlands was delineated by Duffield Engineering; it is #11 on the plan. A septic plan was received and stamped by Mr. Dombroski. Mr. Royce received the changed Driveway Permit from the State of New Hampshire. The applicant has not as yet drafted the Easement for the driveway. Their attorney will be doing that prior to any Deeding. The Easement will be a Condition of the approval.

**Mrs. Francis moved to grant final approval for this Sugar River Mennonite Fellowship application for a Two (2) Lot Subdivision. Mr. Cobb seconded. With seven members in favor, the motion was approved.**

Site Plan Review for Auto Repair and Service: Mr. Tom Dombroski was representing the applicant for this Site Plan Review for Auto Repair and Service. At the last meeting the applicant was given a lengthy list of topics that needed to be submitted following their review of the Minor Site Plan Checklist:

- There will be a 20-foot wide driveway;
- The direction of travel is on the plan;
- More parking spaces were added;

- There are some shrubs shown on the plan; Mr. Mervin Martin noted they will be miniature decorative shrubs;
- The exterior lighting will be down-cast; there will be 3 lights on the building and 2 in the parking lot;
- Snow storage will be at the rear of the south end of the building; it is on the plan;
- The dumpster will not be seen from the road

Mr. Victor St. Pierre pointed out there should be a way of controlling the oil, etc. Mr. Martin replied there are no drains. Ms. Chaffee advised that in the past applicants were given the Department of Environmental Services (DES) regulations and the applicant needs to be sure they follow Best Management Practices. Mr. Royce said this could be a condition. Mr. St. Pierre also mentioned that since they are close to the wetlands they should show how the run-off drains and settles before it gets to the well. Mr. Dombroski said the drain is on the crown; nothing will go north. It is pretty well spread out, is a pretty flat area and all grass.

Mr. Spilsbury asked if Mr. Martin would consider putting a line of modest sized shrubs by the street side of the parking lot; something to soften the visible area. Mr. Martin replied he would. Mr. Frizzell noted there were no abutters present.

**Mr. Cobb moved to grant this Site Plan Review application for the Sugar River Mennonite Fellowship as final with the conditions that Best Management Practices be followed and the Easement will be signed by both parties plus a copy be submitted to the PB office for the file. Mr. Lincourt seconded. With seven members in favor, the motion was approved.**

**Mr. Lincourt moved to accept the Sugar River Mennonite Fellowship Site Plan Review application as complete. Mr. Cobb seconded. With seven members in favor, the motion was approved.**

**Mr. Spilsbury moved that the Planning Board members re-affirm the approval for completeness for the Sugar River Mennonite Fellowship Site Plan Review. Mr. Cobb seconded. With seven members in favor, the motion was approved.**

Mr. Frizzell, Mrs. Smith-Hull, and Mr. Neill stepped off the PB for the Beaudry Enterprises, Inc. application due to conflicts. Mrs. Francis assumed the position as Chair. Ms. Chaffee was asked to sit on the Board as a regular member.

**BEAUDRY ENTERPRISES, INC. – Site Plan Review for the Construction of a New 12,000 Square Foot Building and Associated Parking and Circulation Area for a Trucking Facility, Old Claremont Road, Map 108, Lot 043, Located in Zone E (Mixed Use):** Mr. David Edkins and Mr. Patrick St. Pierre were representing the applicant. Mr. St. Pierre explained this is to move the building from the previously approved site in North Charlestown to this Old Claremont Road site. The plan is similar to the previous one. There will be a 50-foot driveway across from Hillview; J S Automotive is in one corner. Office space is in the front

with parking and truck parking shielded in the rear of the building. There will be two drive-through bays for trucks. Trees will be planted all along Old Claremont Road and a fence will be added along the adjacent property to shield that owner. The entrance and office parking area will be paved; the yard area will be gravel.

Mr. Edkins advised the building and lay-out are essentially the same as the previous plan in North Charlestown. One issue that came up at the previous site was the need for a crossing on a wetlands area in order to have adequate room for the trucks to turn around. There is plenty of room on this new site to accommodate that. This plan was collaborated with Mr. Randy Rhoades a professional engineer. Storm water swales are shown on the plan in the back. It will be served by Town water and sewer; Mr. Dave Duquette, Superintendent of Water/Wastewater, confirmed there is adequate water for this site. Traffic will go in-and-out from one entrance that has been permitted by Mr. Weed of the Town Highway Department. Some trucks may go directly into the garage while other trucks may go around to the back. There are ten parking spaces for trailers. Arrows show traffic circulation.

Mr. Royce reported that Mr. St. Pierre submitted a different plan than the plan mailed to the PB members in their packets.

Mrs. Francis suggested going through the Major Site Plan Requirement Checklist. Mr. Royce prepared the checklist prior to the revised plans. The revised plans were to address some items on the checklist. Mr. Cobb proceeded to go through the checklist items. Following are only items that generated discussion.

E – “Waiver requested” – Certification of a currently valid boundary survey by a land surveyor licensed to practice in New Hampshire, including angles or bearings of lines, dimensions and the lot area. Mr. Royce explained this is a large property about 180+/- acres; the only boundary that is anywhere in the vicinity of this project would be the property across from Lovers Lane. The neighbor’s property shows up on the Site Plan private fence for privacy.

G – “Waiver requested” – The perimeter boundaries of the lot or lots of the proposed site, including compass bearings, distances, and lot areas. No decisions were made.

H – Mr. Royce mentioned on the revised plan the zone lines are indicated. This should have an “X” by it. Mr. Royce noted “Portion of subject property and some abutting properties are located within Zone D”.

I – Mr. Royce noted “Land surveyor portion Waiver requested”. Mr. St. Pierre is showing the easements as on the Town tax map. At this time they are not looking to subdivide the property.

J – Mr. Royce stated they seem to be adequate.

K – Was not checked. Mr. Royce said the revised plans included this.

L – Mr. Royce noted “Stream and wetland east of proposed project not shown”. Mr. St. Pierre noted the brook and wetlands are shown on the plan. The wetlands are between the tree line and the road. There was discussion about the beaver dam. Mrs. Francis pointed out that wetlands were challenged at the North Charlestown property. Mr. Royce said they have a 50-foot buffer required for wetlands; that is a part of the zoning and applies to anybody.

M – Was not checked. Mr. Royce noted “Dimensions?” This revised plan has several dimensions.

N – Was checked. Mr. Royce’s note “Statement from Water/Wastewater dept. requested”. He received this letter yesterday.

P – Was checked. Mr. Royce’s note “Flood Zone is about 300’ easterly of the project site.” For elevations they would have to apply to FEMA. Mrs. Francis mentioned flood boundaries are variable. The flood zone is 300-feet away.

Q – Was checked. Mr. Royce’s note “Specifications on tree plantings and privacy fence?” Mrs. Francis asked the applicant to notify the PB when this planting occurs.

R This was not checked. Mr. Royce stated “Engineered storm water plan expected to be submitted”. Mr. Edkins replied this was submitted as a part of the revised plan. Mr. St. Pierre said the calculations can be submitted. It was prepared for a 50-year storm. Mrs. Francis noted it is either request a Waiver or submit the calculations.

V – Was checked. Mr. Royce noted “Narrative indicates that solid waste will be kept indoors”.

AA – Mr. Royce stated “Use of abutting properties not shown”. Mrs. Francis felt general discussion at this meeting will suffice.

AB – Mr. Cobb mentioned this building is just down the street from their other building with a business. They have a Noise Study from the No. Charlestown site. Mr. Spilsbury did not feel or hear there is a need for a professional Impact Study.

AC – Mr. Edkins advised they would like to start construction as soon as possible. Mr. Royce said it is as soon as all required permits are submitted.

AE – This is a list of all applicable permits.

AG - Mr. Royce stated there is a note on the plan that says the property is within the Drinking Water Protection District. That would cover this.

Mrs. Francis stated this completes the Checklist.

**Mr. Lincourt moved to accept this Site Plan Review for Beaudry Enterprises, Inc. as complete granting the Waivers, the Boundary Survey and Drainage Calculations. Ms. Chaffee seconded. Mr. Spilsbury amended the motion to that portion of requirement “I” that requires the survey to be by a licensed land surveyor. With five members in favor of the amendment it was approved. With five members in favor of the motion it was approved.**

Mrs. Francis opened this Public Hearing to the public.

Ms. Katherine Karleskint, an abutter, does not want this business/building in her neighborhood. Almost all the houses have children; one school bus stops at Hillview Circle. When the trucks are turning around the corner they have taken down her electric lines and flashing was ripped down. Nobody stops to say they are sorry. Mrs. Winifred Burbank said how can they prove it is Beaudry trucks; wires are laying on the ground. The trucks have cut across their grass. They are not good neighbors right now. They also have much of the Whelen traffic going by. Mrs. Burbank does not want to be boxed in with a fence outside her windows. Ms. Karleskint advised when they bought this property they were advised by the realtor that it was protected by the wetlands; nothing would be developed. Mr. Cobb pointed out that damages to their property are civil matters. Beaudry’s traffic pattern will remain the same. They have met the guidelines. Ms. Chaffee noted this is Zone E, a mixed use zone. Nothing will change their property values. Mrs. Francis said it might be worth their considering to speak to the owners to ask if this is a problem

they can help solve. Ms. Karleskint mentioned the truck noise. Mr. Cobb explained when Beaudry proposed building in North Charlestown the PB asked them to have a professional Sound Study done by an engineer. Some of those findings are in their Narrative. The Town states 56 decibels at the boundary line. This building is set back far enough from the property lines to meet the criteria.

Mr. John Streeter, an abutter, thinks it is great to have businesses in Town. He questioned if this is an additional business or a re-location of the business down the road. Mr. Edkins explained Beaudry has the trucking business and a fertilizer business. The fertilizer business will remain at the current location. The trucking business will move to this new location. Mr. Streeter has concerns about coming out of Hillview Circle and the safety of children. There was discussion relative to exhaust smells coming from idling diesel trucks. Mr. St. Pierre said the trucks meet the California emissions standards which are the most stringent in the country. Mrs. Francis pointed out that trucks encroaching on private property is a serious matter and should be addressed in the final process of this application.

Mr. Dan Twitchell, an abutter, was present. Mr. St. Pierre said it is the same design as if they were on a State road. The widest part is 60-feet. It solves access to this site.

Mrs. Francis thanked everyone for their comments; they are all valuable. Some concerns can be addressed more readily than others. .

Mr. Spilsbury summarized that the PB has the Driveway Permit issued by the Highway Superintendent, they have the letter from Mr. Duquette, Water/Wastewater Superintendent stating there is no problem with the connections, Conditional Use Permit for the Drinking Water Protection District. Mr. Cobb added they are doing the Best Management Practices. The applicant is under the 100,000sqft threshold for an Alteration of Terrain.

Ms. Chaffee moved to grant final approval to this Site Plan Review for Beaudry Enterprises, Inc. Conditions are the approval of the Charlestown Water and Sewer Commissioners for connecting to the municipal system; the Conditional Use, and to follow the Best Management Practices. Mr. Cobb seconded and amended the motion to add that any conditions of the Check List have to be complied with. With five members in favor, the motion and amendment were approved.

Mr. Frizzell, Mrs. Smith-Hull and Mr. Neill assumed their PB positions. Ms. Chaffee assumed the alternate member position.

**Preliminary Discussion – Great Falls Development Group, LLC, Solar Array, Tax Map 213, Lot 028, Located in Zone D (Watershed Protection) and Zone E (Mixed Use):** Mr. Tom Dombroski, surveyor and septic designer, was representing Great Falls Development Group recently purchased by Hunter Trust. They are looking into developing this parcel in three phases. Phase I is the solar array. They have their own sub-station. Two different power companies have lines that run through the property. Mr. Royce read the permitted uses in Zone

D. Ms. Chaffee advised in Zone E they would need a Site Plan Review but in Zone D they would need a Variance. Phase II would be a “high-end” housing development. A solar array would only be allowed in Zone E.

**PLANNING & POLICY ISSUES:**

**Model Solar Ordinance Committee:** Their next meeting will be on September 21, 2018, at 9:00 AM in the Bakery Building. Mr. Lincourt noted the committee would like to have an ordinance by the end of October so it can be reviewed three times before Town Meeting.

**Major Site Plans:** Mr. Neill discussed the procedure taken at this meeting when an application for a Major Site Plan was accepted as complete and granted as final in one meeting. It is customarily done in two meetings. Mr. Frizzell advised this was discussed before. Mr. Cobb felt all members were in agreement on this application. Mr. Lincourt feels revised plans should be submitted to the PB members prior to a meeting rather than at a meeting to allow time to review them. Mr. Royce suggested if revised plans come in the night of the meeting the PB members could continue the application to their next meeting. PB members discussed it is the applicant’s responsibility to complete the Check List and not Mr. Royce; Mr. Royce should review it.

**Enforcement Issues:**

**Michael Avenue:** A PB member asked about an issue on Michael Avenue. Mr. Royce drove by three times and the property is looking worse. He will send a letter to the owner soon.

**Sumner House:** A PB member asked what permitting the Sumner House has for bands. Bands play on the deck. There was a band on the deck until 11:00 PM. Was their condition 10:00 PM? Mr. Royce will check on this.

**ADMINISTRATION & CORRESPONDENCE:**

Mr. Royce had no Administration or Correspondence for this meeting.

**ADJOURNMENT:**

**Mrs. Smith-Hull moved to adjourn this meeting. Mr. Neill seconded. With seven members in favor, the meeting was adjourned at 9:58 PM.**

Respectfully submitted,  
Regina Borden, Recording Secretary

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the October 2, 2018, Planning Board meeting.)