

Town of Charlestown Planning Board Meeting
Community Room
March 5, 2019

Planning Board Present: Robert Frizzell, Sharon Francis, Dick Lincourt

Alternates Present: Jim Jenkins

Staff Present: Travis Royce

Others present: Allan Marshall, Albert St.Pierre

Called to order by Mr. Frizzell at 7 pm.

Per Travis Royce, Supply Lines With the Source, Winter 2019, included for information. Discussion of applications for Subdivision and Major Site Plan that have been streamlined and organized. It is noted that the checklist is most important feature. Mr. Royce adjusted applications to be streamlined with current expectations. Mr. Frizzell questioned what must to be done in order to use this updated application? Mr. Royce will destroy all previous versions, perhaps saving past for historical purposes. Add revision date to current and future copies.

Discussion of "Grandfathered -- The Law of Nonconforming Uses and Vested Rights (2009 Ed)." by H. Bernard Waugh, Jr. of Gardner, Fulton & Waugh, PLLC. Bulk of text is a product of Bernie Waugh, municipal/land use lawyer. Looking for info on revising site plans while respecting grandfathered uses. Work needs to be done to clarify what is in best interest of town. Per Mr. Jenkins, Is waiver available at discretion of board? Yes, there is a way per Mr. Royce. Ms. Francis brought attention to lack of clarity in guidelines.

Mr. St.Pierre asks if Planning Board is prepared for the questions if a site/business of any magnitude will entail? Mr. St.Pierre advised that growth from business of all sizes is the current trend in this area, and recommended that Planning Board have consultants to call when issues come up.

Discussion by board regarding need for additional meeting times to discuss issues and policy without being directly faced with questions by applicants.

Discussion of Mr.Royce leaving and status of applicants for his positions. Request from Ms. Francis for job description of Mr. Royce. Mr. Royce advised that he is leaning towards having a professional come in. Advertising has been out for 2-3 weeks, not a lot of applicants yet.

Mr. Royce will schedule with Upper Valley for meeting with both Planning board and Selectboard in attendance. Mr. Lincourt posed three questions for Upper Valley 1. What they can do for us. 2. What we should be looking for. 3. Do they have experience with big projects.

Mr. Lincourt moves to close. Mr. Jenkins seconded. All in favor. Adjourned at 9:10 pm.