

**FRANKLIN PLANNING BOARD  
REGULAR MEETING AND PUBLIC HEARING – COUNCIL CHAMBERS  
Wednesday, February 24, 2016 at 7:00 p.m.**

**Call to Order:** Mayor Merrifield called the meeting to order at 7:05 p.m.

- Pledge of Allegiance
- Roll Call

Present: Brian Sullivan, David Testerman, Mayor Ken Merrifield, Ted Starkweather, Timothy Stangroom, David Veysey, Michael Freeman, Jo Brown, and Planning and Zoning Director, Richard Lewis

Absent: Brian Colburn, Anthony Giunta, Powell Glenn, and Tim Flaherty

Member Veysey was seated in place of absent voting Member Colburn.

**Approval of Minutes:** Members Starkweather / Sullivan moved and seconded to approve the minutes of the January 27, 2016 Planning Board Meeting. All were in favor of approving the minutes as submitted.

**Old Business:** None.

**New Business**

- P16-002: JA Total Properties, LLC, Owner, requests a Special Use Permit, per Zoning Ordinance Section 305-13. Use Table, and Section 305-6, to allow the addition of one dwelling unit to an existing 2-family dwelling, located at 67 Pearl Street, Tax Map/Lot 134-077-00, in the R-3 Zone (One-, Two- and Three-Family Residential District).**

Motion to Accept the Application: Members Sullivan / Veysey moved and seconded to accept the application; all in favor

Josh Marceau, one of the owners of the property presented the application. He indicated that the proposal is to add a third unit to an existing two-unit parcel. There is a small barn attached to the rear of the main house and it would be converted to this 3<sup>rd</sup> unit. He has met and spoken with Captain Chuck Bodien, the Building Inspector and Fire Safety Officer about the work and he is aware that a sprinkler system will be required. Due to the fact that the lot is smaller than required in the Zoning Ordinance for this 3<sup>rd</sup> unit, an application was filed with the ZBA and a hearing was held in early February and a variance was granted [Note: the Planning Board was provided with a copy of the ZBA decision].

**Board Questions:**

- ✓ Member Stangroom asked about the adequacy of the parking and snow removal for the proposed multi-family dwelling. Mr. Marceau explained that the owner, JA Total Properties, runs a landscaping business and they can handle snow removal. As far as parking, Planner Lewis notes that he did perform a site inspection as part of the ZBA review, and there is adequate room for parking for the required 6 spaces [2 per unit]. Mr. Marceau also notes that along the driveway [as shown on the plan submitted with the SUP application] there are some dead or dying white pine trees that will be removed and will then open up additional parking potential.
- ✓ Member Stangroom also asked about lighting. Mr. Marceau indicated that they will put in some electrical service for both the new unit and some typical residential outside lighting for the tenants and the parking areas.
- ✓ Member Sullivan mentioned the water service and he indicated that only one meter is allowed per dwelling; is the owner wanted to meter the units separately, they would need to install their own split meters, with one master meter for the overall building. It was also discussed that the sprinkler system would require a 2-inch

service line. The owner has spoken with a contractor about installing this new 2-inch line, and they will work with the Water Department on this project.

Public Comments: None

Public hearing was closed. The Board felt that the draft motion, provided by Planner Lewis covered the necessary ground.

**Approval of the Special Use Permit: Subdivision: Members Sullivan / Starkweather moved and seconded a motion to approve the issuance of the Special Use Permit based on the draft approval document reviewed and approved by the Board. All in favor.**

**General Public Comment:** None.

**Other Business:**

Appointment of Board Member to the Capital Improvement Planning Committee – per City Code, an appointed member of the Board is an official member of the CIP.

It was discussed that a Planning Board appointee is a formal member of the CIP Committee, and the appointment is made by the Chair of the Board. Planner Lewis mentioned that he is not aware of any scheduled meeting of the Committee. Member Brown volunteers to sit on this Committee. Chair Colburn will be advised of this.

**Planner's Update** - Dick Lewis discussed the following items:

1. The next meeting of the Board will involve another Special Use Permit for the creation of a second dwelling unit for a property on Proctor Street.
2. The next meeting might bring forward the Site Plan Modification request from CATCH [Concord Housing Trust for Community Development] for the re-development of the Riverbend Mill building on Memorial Street. This project has been in the works for many months; the [then former] owner, Ed Forester did receive approvals for the creation of 54 units in this building in 2008; CATCH will seek to modify the approval for 45 units.
3. A meeting was held on 2/23/16 with representative of the Hard Drive Asphalt plant on Punch Brook Road to discuss operational issues and the Site Plan approval conditions. Planner Lewis briefly discussed the current status of the plant. He mentioned that the owners has started to bid on several state and municipal projects; they will start their spring time "tune-up" of the plant soon to get it ready for operations later this spring.
4. Staff is continuing the search for a new Planning and Zoning Administrative Assistant. Additional interviews will be conducted later in March.

**Adjournment**

**MOTION: Members Starkweather/Veysey moved and seconded to adjourn the meeting of February 24, 2016 at 8:10 p.m. All were in favor and the meeting was adjourned.**