

Board Present: Alan Putnam, Bill Rescsanski, Patty Chaffee, Alissa Bascom, Keith Weed, Stacy Hassett, Richard Carter

Alternate: Lenny Ostasiewski

Public Present: Ken Johnson (via Zoom)

Alan Putnam called the meeting to order at 7:00pm.

Approval of minutes of 9/19/2023:

Motion by Ms. Bascom to accept the September 19, 2023 minutes as amended, seconded by Mr. Carter. 7-0-0, motion approved.

Applications:

1. **2023-SPFP-003: 89 Caryl Lane LLC (Owner) Ken Johnson (Agent):** request final review for a site plan, proposing to add two more storage buildings, the property is identified as Map 102 Lot 057 and is located at 89 Caryl Lane in the Mixed Use (E) Zoning District.

Motion by Mrs. Bascom to accept the application as complete, seconded by Mr. Carter. 7-0-0, motion approved.

Ken Johnson presented. He explained that he is requesting to build two new buildings, on 15'x100' and the other 15'x110'. This will equate to 28 additional units: (14) 10'x15', (4) 10'x10', (6) 5'x15', and (4) 5'x10'. There are currently 65 units on the property. He would expect an additional traffic count of less than 50% of the existing traffic. On average, the site sees 5-10 visitors per week, so this may increase to 7-15 per week. The hours of operation will stay the same, 7am-9pm. The lighting on the new buildings will match that on the other buildings, but these will be solar, motion-activated lights. There will be no doors on the back of the new buildings. The existing driveway will be used, and the new buildings will be built adjacent to this. Last month he turned over five units, and they turned over within a week or so. He usually has a waitlist for units.

Motion by Ms. Chaffee to approve the site plan application as submitted, seconded by Mrs. Bascom. 7-0-0, motion approved.

New Business:

None at this time.

Administration:

None at this time.

Continued Business:

Ms. Emerson stated that she is finalizing a draft for the sign regulations to present to the Board at its next meeting.

Ms. Emerson explained that the Charlestown Health Center would like to change its existing sign. This will be in the same location. She noted that the Life of Fellowship sign has also updated its sign. It's nice for owners to inform the Board, but as long as only the logo is changing, they are not required to go through an approval process.

Communications: None at this time.

a) Board – Master Plan Discussion

b) Public Participation:

Motion by Ms. Bascom to adjourn at 7:21pm, seconded by Mr. Carter.
7-0-0, motion approved. Meeting adjourned.

Respectfully submitted,

Kristan Patenaude
Recording Secretary