

**TOWN OF CHESTERFIELD, NH  
PLANNING BOARD**

**Monday, April 21, 2014**

**Present:** Brad Chesley, James Corliss, Jon McKeon, Mike Lynch, Davis Peach, Joe Parisi and Susan Lawson-Kelleher (7:30PM)

**Call to Order**

Corliss called the meeting to order at 7:00

**Seat Alternates**

Mike Lynch was seated for Rolland Vollbehr

Joe Parisi is seated for John Koopmann

**Review of the Minutes**

April 7, 2014

Chesley noted that he would like to see some mention of Larkin's job in the conceptual. There was a spelling error to be corrected.

*Chesley motioned to accept the minutes as amended from April 7, 2014. The motion was seconded by Parisi and passed unanimously.*

**Items for Discussion**

Charles Donahue Revocable Trust of 1988

Dave Bergeron was present. He provided the board with a packet of information indicating that the conditions of approval from October 1, 2012 have been met. McKeon noted that the phasing of the road will have to go before the Selectboard and they may require the entire road to be bonded. Bergeron noted that each phase of the road has a turn around and that is where the Town maintenance will stop. Bergeron will bring plans for signature to the next meeting (May 5, 2014). The board will review the conditional approval and the plans for possible signature.

Master Plan

Chesley noted that there is a meeting scheduled for Thursday April 24, 2014 in the Selectmen meeting room at the Town offices at 6:00 PM. Lisa from Southwest Regional Planning Commission will be present at the meeting. It seems like the SWRPC will be able to handle the bulk of the work for the update. Chesley will keep the board informed.

ZBA Information

James Corliss and Brad Chesley attended the previous Zoning Board meeting. They were hoping to discuss the letter from the Planning Board to the Zoning Board. The meeting was not over at midnight, when they left. They will be attending the next Zoning Board meeting.

It was noted that there was an attorney there representing the Town, and Corliss believed that he made a good case on paper, but allowed himself to get distracted during his oral presentation. Corliss noted that some of the wording from the letter the Planning Board provided to the Zoning board was used in the meeting.

Lachenal noted that each member received an email with the NOD from the Nine A LLC application. There is also a copy in each members binder.

### Sign Ordinance –

Corliss noted that there was some attempt to make some changes to the sign ordinances, but more work needs to be done this year.

McKeon noted that there are some changes from the Selectmen coming regarding fees. McKeon noted that real estate signs need to be addressed. Lawson-Kelleher noted that she does not believe we can put a time limit on real estate signs as you cannot control how long it takes to sell a house. McKeon noted that we can limit them, the question is if the Town wants that to be done.

### Vendor Licensing

McKeon noted that the selectboard discussed this at the last meeting. McKeon noted that we are unsure of what the community would like to see happen with this issue. Lawson-Kelleher noted that a few years back the Selectboard refused to discuss vendor licensing.

McKeon noted that the board will be checking with other towns to see how they handle this type of thing. Peach noted that he would like to see them check with towns that are similar to Chesterfield.

## **Appointments**

**First Universalist Church** - This is a continuation of a public hearing on an application for a Minor Site Development of property located on Main Street (Map 13C, Lot A4) consisting of approximately 1 acre in the Residential zone.

Tim Sampson was present for the applicant. Sampson provided 4 sets of paper plans. The plans include page 1, A-1 and A-2. Sampson provided a 11X17 copy of the previously recorded site plan. Sampson noted that the board had some questions with the boundary lines as they appeared on the drawing. Sampson provided the board with a recorded copy of the boundary line agreement and right of way. Sampson noted that the plan was signed and recorded prior to the boundary line agreement, and when the agreement was reached the plan was not changed, but the agreement was filed with the registry.

*Peach moves to accept the boundary line issues as settled. The motion was seconded by Parisi and passed unanimously.*

The board discussed the need to file the small 11X14 plan with the rest of the plans. The board would like larger copies for signature, but it will not be filed with the registry. The board would like David Mann's signature on that plan and a place for the board to sign. It was suggested that on the plan where it states that there is an area of uncertain ownership, it should be replaced with the book and page number of the agreement. Lawson-Kelleher noted that the document is already filed with the registry, and this board should not make changes.

*Peach moves that the board accept the drawing (11x17) once it is provided in larger format, signed by David Mann and has a place for the Planning Board to sign. The board will sign the plan as a reference to the application only. The motion was seconded by Chesley and passed unanimously.*

Sampson noted that the lighting plan provides information noting that all are zero before they hit the property lines.

The board is satisfied with this information.

Sampson noted that the utility information is now shown on the plan. Parisi asked if it mattered where it was located. McKeon noted that it does not matter, it just needs to be there.

The board is satisfied with this information.

Sampson noted that he has added acreage to the plan.

The board is satisfied with this information.

Chesley noted that Chet Greenwood (Code Enforcement) had some questions about the building being ADA. Sampson noted that it is shown on A-2 that you enter the building on grade. McKeon noted that the applicant is stating that he will be ADA compliant.

Chesley noted that there was a question about a bathroom being needed. Sampson noted that there is no water supply to the building. Sampson noted that he is in contact with Greenwood on the need for and acceptable type of bathroom.

Sampson noted that he spoke at length with Jeff Chickering (Chesterfield Fire Chief) and he is on board with the application. Sampson noted that Chickering has requested a strobe on the outside of the building and to show detectors on the plan. Both have been addressed by Sampson. Sampson has asked for written (email) confirmation from Chickering, which he has not yet received.

Sampson noted that 30 people will be allowed in the building at one time. McKeon noted that both egresses will need to be ADA compliant.

Sampson will forward email from Chickering to Lachenal when received.

Parisi asked why the board is asking so many questions about ADA on this application, but not on previous applications. McKeon noted that this application is not a "typical" application and the entrances are not paved.

Sampson noted that the peak dimensions have been added. The peak is 14.5 feet.

The board is satisfied with this information.

Corliss opened the meeting to the public

The public had no questions or comments.

*Chesley moves to close the public hearing, Lawson-Kelleher seconds the motion which passes unanimously.*

*Chesley moves to **CONDITIONALLY APPROVE** the application from the First Universalist Church for a Minor Site Development of property located on Main Street (Map 13C, Lot A4) consisting of approximately 1 acre in the Residential zone. Approval contingent upon the following conditions:*

*Larger format for the 11X14 Plan provided.*

*Written approval from Jeff Chickering as Chesterfield Fire Chief.*

*The motion was seconded by Lynch and passed unanimously.*

**Items for Discussion**

Cersosimo

McKeon noted that the bond has been completed at the Selectboard level. Corliss noted that the letter from the Selectboard indicates the Planning Board will provide an excavation permit. McKeon noted that the Selectboard will provide a permit for the Planning Board to sign. The board will review the plans and the excavation permit at the next meeting.

William Penny

Corliss noted that there is some building going on at the property. Lachenal noted that Greenwood has asked about signed revised plans from October 2008. It was noted that there are no signed plans in the file. Lachenal noted she looked in the back filing cabinets and the cabinets in the Selectmens office and has not located any such signed plans. The board would like Lachenal to inform Greenwood that Penny needs to be in compliance with the signed plans.

**Items for Information**

Corliss asked David Bergeron and Tim Sampson to look over the letter that the board is compiling to send provide to applicants. Bergeron and Sampson are happy to look over the letter and provide feedback.

**Adjournment**

*Parisi moves to adjourn at 8:40 PM. Chesley seconds the motion which passes unanimously.*

The next meeting will be held in the Town Offices at 7:30PM May 5, 2014.

Respectfully Submitted by:  
**Patricia Lachenal**  
**Planning Board Secretary**  
Approved by:

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**James Corliss, Chairman**

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**Date**