

**TOWN OF CHESTERFIELD, NH  
PLANNING BOARD**

**Monday, January 8, 2018**

**Present:** Joe Brodbine, Rolland Vollbehr, Joe Parisi, James Corliss, Davis Peach, Jon McKeon  
John Pieper

**Call to Order**

James Corliss called the meeting to order at 7:01

**Seat Alternates**

Jon McKeon requested to attend via Skype. McKeon cannot attend the meeting due to weather. There is nobody in the room with him. The board accepted his request to attend the meeting via Skype.

John Pieper was seated in place of John Koopmann

**Review of the Minutes**

December 4, 2017

*Rolland Vollbehr moves to approve the minutes from the December 4, 2017 meeting as amended. The motion was seconded by Davis Peach and passed unanimously.*

December 18, 2017

*Davis Peach moves to approve the minutes from the December 18, 2017 meeting as amended. The motion was seconded by Rolland Vollbehr and passed unanimously.*

**Appointments**

**Christian D. McCauley & Namaschaug Landing Association** – This is a continuation of an application for a Boundary Line Adjustment of property located at 14 Namaschaug Landing & Former Cul de Sac (Map 5G, Lot B4.1) consisting of approximately .73 acres in the Spofford Lake District.

The board received a letter from Jim Phippard requesting that the application be withdrawn as the matter is still in Superior Court. They plan on refiling the application once the court case has been completed.

McKeon noted that this application has been accepted as complete and therefore action must be taken. McKeon noted that we can have a motion to not act on the application without prejudice.

This will stop the clock and allow the applicant to come back before the board and start fresh. This application will not have any bearing on the next application.

*Davis Peach moves to allow the withdrawal of the application without prejudice. The motion is seconded by Rolland Vollbehr and passes unanimously.*

Petition to amend the Permitted uses in Section 203.2 of the Zoning Regulations of the Town of Chesterfield NH, change "O. Accessory uses customarily incidental to the above" to letter P and add letter O. Museums.

A petition has been received to amend the permitted uses in Section 203.2 of the Zoning Regulations of the Town of Chesterfield NH, change "O. Accessory uses customarily incidental to the above" to letter P and add letter O. Museums.

Board Discussion:

McKeon noted that he sent a question to the NH Municipal association about looking into the definition of municipal use. McKeon noted that municipal buildings are permitted uses in the residential zone. McKeon noted that a museum would fit the use, but the municipality does not own the building, property or contents.

Broadbine asked if there was a definition of museum. Corliss googled it and noted that Wikipedia states: A museum is an institution that cares for (conserves) a collection of artifacts and other objects of artistic, cultural, historical, or scientific importance.

Corliss noted that if this passes, future museums would not require Planning Board approval. Parisi noted that the board needs to review this in the context of what someone may want to do tomorrow. Vollbehr noted that the historical society is the one that wants to open the museum at the Stone House building. Peach noted that a museum in a residential neighborhood may create issues with parking. Parisi noted that retail space requires a number of parking for square footage and asked how many were required for museums. McKeon noted that museums are not allowed in any district currently therefore, there are no regulations.

Jeff Scott (Public) noted that he was happy with the amount of time the board was discussing the petition and would have liked to see this much time and energy into the petition from Nite Owl.

Broadbine asked if it was too late to do anything about the parking.

Peach notes that the board needs to move on and make a decision to recommend or not recommend the petition.

*James Corliss moves that the Planning Board recommend the following petition to amend the Zoning Regulations of the Town of Chesterfield, NH.*

*Section 203.2 of the Zoning Regulations of the Town of Chesterfield NH, change "O. Accessory uses customarily incidental to the above" to letter P and add letter O. Museums.*

*The motion is seconded by Rolland Vollbehr and passes unanimously.*

McKeon noted that a quick search of the internet showed that museums typically have 1 parking space for about 300 square feet of gross floor area and one for each employee. Parisi asked who the reviewer would be for museums. Corliss noted it would be code enforcement as the request is to add it to the residential zone. Corliss noted that the board could add something to Article 4, Special Regulations requiring parking for museums if the board was so inclined.

*James Corliss moves that the Planning Board hold a public hearing on January 22, 2018 in the Town offices at 7:30PM, to change the Zoning Regulations of the Town of Chesterfield, NH as follows:*

*Amend the required number of parking spaces in 400.1 by adding museums to library and community. The motion was seconded by Rolland Vollbehr.*

*Board discussion:*

*Brodbine noted that he believes the wording is not clear and that 800 is too high a number for the gross floor square footage. Brodbine noted that he believes that museums should be on a line of its own. Pieper noted that he believes the wording to be unclear as well.*

*The motion and second are withdrawn.*

*James Corliss moves that the Planning Board hold a public hearing on January 22, 2018 in the Town offices at 7:30PM, to change the Zoning Regulations of the Town of Chesterfield, NH as follows:*

*Add museums, with the requirement of one parking space for each employee or staff member and one additional parking space for each 800 sq. ft of gross floor area. The motion was seconded by Rolland Vollbehr.*

*Discussion: The number of employees should say on site as there is no requirement for each employee to have their own parking space. Need to have one space for each employee on site.*

*Brodbine moves to amend the motion to include the wording "on site" the amendment is seconded by Rolland Vollbehr and passing unanimously. The Motion on the floor is:*

*James Corliss moves that the Planning Board hold a public hearing on January 22, 2018 in the Town offices at 7:30PM, to change the Zoning Regulations of the Town of Chesterfield, NH as follows:*

*Add museums, with the requirement of one parking space for each employee or staff member on site and one additional parking space for each 800 sq. ft of gross floor area.*

*Discussion: Parisi noted that he believes that the square footage range he was thinking was 250-500. McKeon noted that he was also on that page. Brodbine noted he would be more comfortable with 500 as well.*

*Joe Brodbine moves to amend the current motion changing 800 to 500. The motion is seconded by Jonh Pieper and passes unanimously.*

*The amended motion on the floor is as follows:*

*James Corliss moves that the Planning Board hold a public hearing on January 22, 2018 in the Town offices at 7:30PM, to change the Zoning Regulations of the Town of Chesterfield, NH as follows:*

*Add museums, with the requirement of one parking space for each employee or staff member on site and one additional parking space for each 500 sq. ft of gross floor area.*

*Discussion: McKeon noted that if a permit is being done for a museum, it will be hard to require parking for employees with this wording. McKeon noted that the number of parking spaces required*

*cannot change from day to day depending on how many employees are on that day. It must be a fixed number for the location. Corliss noted that the permit could just note the number of employees. McKeon noted that the wording should be one parking space for each employee or staff member on the largest shift on any given day.*

*Corliss moves to amend the motion “one parking space for each employee or staff member for the maximum number to be on site.”*

*The motion was seconded by Joe Parisi and passed by majority (No: Vollbehr)*

*The amended motion is as follows:*

*James Corliss moves that the Planning Board hold a public hearing on January 22, 2018 in the Town offices at 7:30PM, to change the Zoning Regulations of the Town of Chesterfield, NH as follows:*

*Add museums, with the requirement of one parking space for each employee or staff member for the maximum number to be onsite and one additional parking space for each 500 sq. ft. of gross floor area.*

*The motion passed unanimously. Public hearing will be January 22, 2018 at 7:30 in the Town Office Building.*

## **Items for Discussion**

### Election of Chair, Vice Chair and Secretary

Joe Parisi nominates James Corliss as Chair. The motion was seconded by Jon McKeon and passed unanimously.

Jon McKeon nominates Joe Parisi as Vice-Chair. The motion was seconded by Davis Peach and passed unanimously.

Rolland Vollbehr nominates Davis Peach for Secretary. The motion was seconded by Joe Brodbine and passes unanimously.

### NH Municipal Association - Conference

McKeon noted that an email went out previously asking about input on topics to be covered by the NH Municipal Association. McKeon noted that the board should think about what they would like to know more about or believe they struggle with and the Selectboard will ask the NH Municipal Association to go over those items.

Peach noted that he looked over the list and believes that opening and closing of public hearings should be one topic discussed. Parisi noted that talking about the completeness of an application and the subjectivity of the process should be discussed. Parisi noted that he spoke with someone from Swanzey and they interpret the right to know law differently and allow members to discuss applications as long as there is no quorum. McKeon noted that it is not a meeting without a quorum, but is considered ex-parte communications if you discuss an application outside a meeting. Parisi noted that he would like clarification on this issue of communications between members. Pieper noted that he would like to talk about pre-existing non-conforming grandfathered uses.

**Items for Information**

**Other Business**

McKeon noted that Rick Carrier resigned and the BOS are moving forward looking for a new person. Lachenal is helping out in the Selectmens office until someone is hired.

McKeon noted that the NH Municipal Association seminar as discussed earlier is slotted to happen in February and the hope is to have one session for Zoning and Planning. It was noted that Tuesday may be the best day to hold the seminar. It was noted that many of the board members are unavailable on the third Tuesday of the month, but most are available on the 27<sup>th</sup>.

**Items for Signature**

**Adjournment**

*Rolland Vollbehr moves to adjourn at 8:43. The motion was seconded by John Pieper and passed unanimously.*

The next meeting will be held in the Town Offices at 7:30 PM January 22, 2018

Respectfully Submitted by:

**Patricia Lachenal**  
**Planning Board Secretary**

Approved by:

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**James Corliss, Chairman**

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**Date**