

**TOWN OF CHESTERFIELD, NH
PLANNING BOARD**

Monday, November 6, 2017

Present: Joe Brodbine, Richard Aldrich, Rolland Vollbehr, Joe Parisi, James Corliss, John Piper, John McKeon via skype.

Call to Order

James Corliss called the meeting to order at 7:00

Seat Alternates

John Pieper in place of John Koopmann
Richard Aldrich in place of Davis Peach

McKeon requests to attend the meeting via skype noting that he could not attend in person as he was unable to leave work on time because of an equipment delay on the job site in Maine. McKeon noted that he is alone in the room. The board approves McKeon's request to join via skype.

Review of the Minutes

October 16, 2017

Joe Parisi motioned to accept the minutes as amended from October 16, 2017. The motion was seconded by John Pieper and passed unanimously.

Appointments

Town of Chesterfield Planning Board - This is a public hearing to amend the Town of Chesterfield Land Development Regulations. Pending approval by the Planning Board, the amendments will be incorporated into the Town of Chesterfield Land Development Regulations. All documents have been available to view at the selectmen's office and on the Town website.

Joe Parisi moves to amend Land Development Regulation 301.2 from its current wording to:

Preliminary applications shall be made on forms provided by the Planning Board and shall be filed with the Planning Board at least twenty-one (21) days prior to a regular meeting of the Planning Board.

The motion is seconded by Richard Aldrich and passes unanimously.

Joe Parisi moves to amend Land Development Regulation 303.1 from its current wording to:

Applications for lot line adjustments, final subdivision or site development approval shall be made on forms provided by the Planning Board and shall be filed with the Planning Board at

least twenty-one (21) days prior to a regular meeting. The Chair, other designated representative of the Planning Board, or an agent of the Planning Board may return to an applicant a final application that is incomplete; or not accompanied by the required plans and information; or not accompanied by the required fees.

The motion is seconded by Richard Aldrich and passed unanimously.

Joe Parisi moves to amend Land development Regulation 401 B from its current wording to:

A scale adequate to represent all detail required by these regulations. When two (2) or more drawings refer in whole or part to the same area and are intended for comparison (e.g., existing and proposed conditions as per 404.5.1.b), said drawings shall be prepared in an identical manner: they shall depict the same area; be in the same orientation; and be to the same scale.

The motion was seconded by Richard Aldrich and passed unanimously.

Joe Parisi moves to add "M" to 401 as follows:

All pages to be submitted in PDF form

The motion was seconded by Joe Brodbine and passed unanimously.

There were no public comments/questions as no public attended the meeting.

Items for Discussion

North Country Welding/Irvin Bruce - Conceptual Consultation

No minutes were taken as conceptual consultations are non-binding on either party.

Neil Jenness and Pam Walton - Historical Society - Conceptual Consultation

No minutes were taken as conceptual consultations are non-binding on either party.

Items for Information

Other Business

It was noted that John Pieper had been looking over the regulations and emailed some notes/questions to Lachenal who forwarded them on to the board. Pieper noted that some of the items on the list were questions for his own benefit and some he believes are worthy of board discussion. McKeon noted that he has looked over the list and many of the items on the list are dictated by State Law and therefore the board is unable to alter them.

The notes indicate the Table of Contents numbering needs to be updated, which was noted at previous meetings.

Piepers notes state: “200.2 What are 'lots', 'tracts', 'parcels', 'plats', sites'? Are they multiple words for the same thing (if so, simplify) or, if different, how do they differ? Note: only “plat” is in the “Definitions” section.”

McKeon noted that various State RSA’s use these terms and the regulations mirror the RSA wording.

Pipers notes state: “303.4 'thirty days' ? Wouldn't it make more sense to use # of PB mtgs rather than days? With Monday holidays, we often have only 1 mtg in a 30 day period. In fact, in Jan 2018, both the 1st (New Years) and 3rd (MLK) Mondays are holidays.” “303.4 If option 1, application is rejected as being incomplete, it is not clear that time limit restarts upon submittal of revised plans.” “303.4 before the various A, B, etc. is it worth stating our normal schedule of 1st and 3rd Mondays? Or, should be in Article V?” “303.4 C '65 days' – again, express in terms of # of mtgs?” “303.4 I are the fees refunded or kept?”

McKeon noted that the time limits are all based on State Law and cannot be changed. The board sees no need to change these regulations.

Pieper’s notes state: “303.6 'conditional approval' – I see no reference to such anywhere.” It was noted that conditional approval is just as it sounds and is defined by RSA. McKeon noted that definitions that cannot be found under definitions in the Land Development Regulations should be found in Zoning or RSA. It was noted that Appendix A explains the rules regarding what happens if there is a dispute regarding the meaning of words.

Pieper’s notes state: “401 D 'NH engineer or architect'? In 404.2 D the need for a licensed surveyor is stated, and in 404.5 F the need for a licensed engineer is stated, but nowhere else do i see any other such. Somewhere (preferably early in Article IV) the need for work to be done by someone licensed in NH (engineer, architect, surveyor or ...) should be clearly stated and clearly assigned to the various forms of development. Terminology needs to be explicit: as in “licensed P.E. registered in NH” vs. “engineer” Do you mean 'licensed NH ... '? If there are any exceptions to this need, then 401 D needs to include “where required as detailed later””

Pieper noted that there are places where it says specifically NH engineer or Surveyor. Brodbine noted that it is not required, but if it is prepared by one, their information must be on the plan. The board notes that there is no need for a wording change on this item.

Pieper’s notes state:” 403.1 C time limit for permission to inspect? Should we state 'valid throughout entire review process'?”

It was noted that the permission to inspect does not expire and states as necessary. The board is happy with the current wording.

Pieper’s notes state: “403.2 C '5 plan sheets . . . as follows' ? only 3 detailed below.”

Corliss noted this may have been changed previously inadvertently. The board noted that it should be 3 and not 5 and this change is not material, but administrative in detail.

Joe Parisi moves to change 403.2 C to: Preliminary Surface Water Drainage Management Plan (SWDMP): The SWDMP shall be a separate plan from other required plans. It shall include a hydrological analysis and at least three (3) plan sheets, as follows:

The motion was seconded by Joe Brodbine and passed unanimously.

Pieper’s notes state: “403.3 A.2.c 'slab' ? what if there is a basement?”

McKeon noted that this is an industry standard. The board agrees this does not need to be changed.

Pieper's notes state: "403.3 A.4 'all structures on abutting properties' what if abutter denies access for this?"

Corliss noted that distances can be measured without being on the property.

Pieper's notes state: "404.4 this section is missing"

The board noted that it may have been removed previously. The board would like the number added and to label it "Unused"

Piepers notes state: "502.4 'quorum' needs to be defined ?"

The board noted that this is defined in the State Regulations.

Piepers notes state: "601.1 is the PB judging whether a variance is required, or does applicant first need to present plan to the ZBA?"

It was noted that sometimes the board explains to an applicant that they require a variance from the ZBA. The Planning Board does not have the ability to waive any zoning regulations and therefore if an applicant is asking for any deviation from them, the Planning Board directs them to the Zoning board for a variance.

Piepers notes state: "602 etc. These are all value judgments; criteria are subjective with no precise objective standard to meet. Should we state such and note that judgment of the PB is final?"

McKeon noted that not everything is black and white and there are judgment calls that need to be made, but there is an appeals process available to the applicants and therefore the Planning Board decision may not be final.

Piepers notes state: "602.2 A.7.b must the entire 90' diameter area be paved, or can there be an island (grass, shrubs, flowers, trees) in middle? the latter would look nicer."

McKeon noted that several have ponds and/or grass areas and are within the regulation.

Piepers notes state: "606.9 First "sentence" isn't."

The board agrees that this is not a complete sentence.

Joe Parisi moves to change the first sentence of Land Development Regulation 606.9 to: " For all Common Lands within a cluster subdivision there shall be a long range development management plan." The motion was seconded by Rolland Vollbehr and passed unanimously.

The board stopped going over the list and will resume at a later meeting with more of Piepers questions.

McKeon noted that the Board of Selectmen are forming a subcommittee to look at and expand the Planning Boards request that John Koopmann look over the Zoning Regulations around the lake. McKeon noted that the Board of Selectmen will also be asking them to look at more things around the Town such as steep slopes. The Board of Selectmen will be sending out a letter explaining the subcommittee and asking for volunteers.

Items for Signature

Meeting minutes – October 2, 2017

Adjournment

Parisi moves to adjourn at 9:10 Rolland seconded the motion which passed unanimously.

The next meeting will be held in the Town Offices at 7:30 PM November 20, 2017

Respectfully Submitted by:

Patricia Lachenal

Planning Board Secretary

Approved by:

James Corliss, Chairman

Date