

**TOWN OF CHESTERFIELD, NH  
PLANNING BOARD**

**Monday, December 1, 2014**

**Present:** James Corliss, Jon McKeon, Joe Parisi, John Koopmann, Mike Lynch, Davis Peach and Rolland Volbehr, Susan Lawson-Kelleher (7:40)

**Call to Order**

In Corliss called the meeting to order at 7:01

**Seat Alternates**

Mike Lynch seated for Brad Chesley

Joe Parisi seated for Susan Lawson-Kelleher

**Review of the Minutes**

November 17, 2014

*Parisi motioned to accept the minutes as amended from November 17, 2014. The motion was seconded by Peach and passed unanimously.*

**Appointments**

**Blake Amacker – Lyman way property. Conceptual consultation – non-binding on either party no minutes.**

**Charles A Donahue, Trustee of the Charles A. Donahue Revocable Trust of 1988** – This is a continuation of a hearing to discuss the conditions of approval of property located on Route 63 (Map 12A, Lot A-2) consisting of approximately 75.66 acres in the Residential zone.

Applicant requested a continuance.

McKeon moves to continue the public hearing to December 15, 2014 at 7:30 at the Town Offices. Peach seconds the motion which passes unanimously.

**Items for Discussion**

Master Plan update

Corliss noted there was a meeting and they discussed survey. The intent is to have the survey going out on the Jan 8, 2015, primarily through the shopper. The shopper offers an insert in by town. Survey monkey will also be utilized.

Corliss noted that the committee had the 2008 survey and felt that it included everything needed. The committee is open to additions if anyone has any suggestions. Suggestions can be forwarded to Brad Chesley.

Route 63/9 traffic study update

Nothing heard yet.

Browne Limited Partnership

Nothing heard yet.

Memo from Chet

Susan Lawson-Kelleher is now a voting member and Parisi is an alternate.

The board received a memo from Chet Greenwood, Code Enforcement requesting some guidelines regarding changes in use.

McKeon noted that we want them to come to the board so that we know what the changes are and if they will require a change in the site plan. Lawson-Kelleher noted that if the new business can function within the approved site plan then they do not have to come before the board. Parisi noted that he believes that they should come to the board so that the board can make the determination as to the need for a new site plan. Peach noted that the applicant should come before the board for a conceptual or it should be Code Enforcement's call.

It was suggested that Code Enforcement require a new use intensity statement and compares it to the current site plan and determines if it needs a new site plan.

Parisi noted that if it has a new use intensity statement, it needs to come before this board.

McKeon noted that he could pose this question to NH municipal association and towns around to see what they have in place.

*Susan Lawson-Kelleher moves that the Planning Board advise the Code Enforcement Officer to look at the current site plan and if the new business does not fit within the existing site plan, then he should advise them to come before the Planning Board. Koopmann seconded the motion which failed. (Yes: Mike Lynch, John Koopmann, Sue Lawson-Kelleher No: Rolland Vollbehr, Davis Peach, Jon McKeon, James Corliss)*

Discussion: Parisi noted this motion allows Code to continue to make the decision. He noted that he believes it needs to be up to this board. Peach noted that they need to bring it to a conceptual and if it is ok then they do not have to do a new site plan.

McKeon noted this should be left on the agenda for the next meeting. McKeon will speak NH Municipal Association and get back to the board.

### Signs

Changes from 401.2 Area – The board left the last meeting asking for members to bring back suggestions for E and F.

McKeon's suggestions:

E. Buildings that contain multiple businesses shall have one directory sign for the building business with a square footage no more than 32 Sq. ft. each side. This calculation will be used in the total cumulative signage allowance for each business. Each business would use the 32 ft of directory signage and then combine that with the attached signage for a sum not to exceed sum stated in D. ADA signs are exempt from calculation.

F. No business shall have more than one free standing sign, which is to be included in the total allowable sign coverage under sections A. and D. ADA signs are exempt from calculation.

Board discussion:

Koopmann noted that 32 square feet on the building for each business seems excessive.

Parisi noted that the limit on one business is 32 square feet is for appearance. Therefore a multiple business building should not be allowed 32 square feet per business.

Peach noted that the signage allowed on buildings with more than one business, should be based upon the square footage of the building. McKeon noted that he agrees with Peach. Vollbehr noted that he believes that the sign size should be based upon the number of entrances.

McKeon moves to recommend the proposed changes to the Zoning ordinance (Permanently attached signs, permanently freestanding signs, Real Estate Signs and 401.2 area) And hold a public hearing on

December 15, 2014 at 7:30 in the Town Office Building. Rolland seconds the motion which passes unanimously.

*The following are the changes the Planning Board will be discussing at the meeting on December 17, 2014:*

*401.2 C Reads:*

*C. Signs intended to be seen from two directions (e.g., back- to-back signs erected perpendicular to a lane of traffic) may have thirty-two (32) square feet of surface area visible to each lane of traffic.*

*Will Read:*

**401.2 C**

*Signs intended to be seen from two directions (e.g., back-to back signs erected perpendicular to a lane of traffic) may have thirty-two (32) square feet of surface area visible to each direction of traffic*

***Definitions to be added:***

***Permanently Attached Sign-*** sign that is attached to the primary building as approved by the Planning board in the site plan review.

***Permanent Free Standing Sign*** - A sign established on a freestanding frame, mast or pole and not attached to any building. Also known as detached sign, freestanding sign, pole sign, ground sign or pylon sign.

***Real Estate Sign:*** A temporary non-electrical ground or wall sign that either:

- i. Advertises the on-site sale, rental or lease of the premises or a portion thereof; or*
- ii. The off-site advertising (including balloons and directional signs) of an open house.*

***Temporary Sign*** - “temporary sign” is any sign, handbill, or poster which is placed to advertise or announce a specific event, or which pertains to a particular event or occurrence, or vendor product display/endorsement, or which is not designed or intended to be placed permanently. This section excludes political campaign signs which are regulated by state RSA. Examples of temporary signs include, but are not limited to, signs, handbills or posters relating to garage sales, concerts, swap meets, summer sale, clearance sales, new pricing of product, product endorsement, etc.

The board discussed the need for the statement “Signs permanently attached and free standing signs must be reviewed and approved by the planning board in the site plan review”. It was noted that this is stated in the Land Development Regulations, but should be added to the checklist.

**Items for Information**

**Other Business**

Southwest regional CD

**Items for Signature**

Voluntary Merger – Gary & Ellen Cota

*Vollbehr moves to adjourn at 9:49PM. Peach seconds the motion which passes unanimously.*

The next meeting will be held in the Town Offices at 7:30 PM December 15, 2014.

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

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**James Corliss, Chairman**

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**Date**