

**TOWN OF CHESTERFIELD, NH
PLANNING BOARD**

Monday, January 23, 2017

Present: Davis Peach, James Corliss, Joe Parisi, Rolland Vollbehr, John Koopmann, Joe Brodbine,, and Jon McKeon (via Skype)

Call to Order

James Corliss called the meeting to order at 7:04

Jon McKeon would like to attend the meeting via Skype. McKeon noted that he is alone, located in Maine and the weather forecast is calling for snow/sleet.

Peach moves to allow Jon McKeon to attend the meeting via Skype. The motion is seconded by Joe Parisi and passes unanimously.

Seat Alternates

Joe Brodbine was sworn in as a full member by Norm VanCor prior to the meeting.

Review of the Minutes

January 9, 2017

Joe Parisi motioned to accept the minutes as amended from January 9, 2017. The motion was seconded by Davis Peach and passed unanimously.

Appointments

No appointment scheduled

Items for Discussion

Review process changes

Lachenal previously emailed the board some draft amendments for review. (See attached)
The board would like to require an additional copy of the plan and application when submitted to have the option to request input from the Conservation Commission. The draft offers two options for changing the number of copies. The first one changes each regulation to 5 instead of 4 copies. The second changes each regulation directing the applicant to see appendix C. The majority of the board would like to have each regulation note the number of copies required to simplify the process for applicants. Corliss noted he is concerned about the timeline as the Conservation Commission only meets once a month and that could hold up some applications. McKeon noted that the Conservation Commission has the ability to assign a subcommittee or one person to review the plans and therefore they would not have to wait for their next meeting. Peach notes that the Chairman or designee of the Conservation Commission should get a copy of the application and how they handle it should be up to them. Pam Walton(Conservation Commission) noted that she does not believe every application should be passed to the Commission. McKeon noted that it should be every application and if there are no concerns/comments then the Commission states that and returns it to the Planning Board. The board would like to add the Conservation Commission to

the review process. Brodbine noted that the draft document has a couple typos with regards to the regulation numbers.

Joe Brodbine moves to make the suggested changes to the Land Development Regulations marked as Change #1 in the draft changes dated 1/23/17. (With the correction of numbers) Rolland Vollbehr seconded the motion which passes unanimously.

Lachenal will add the Conservation Commission to the review process. Pam Walton will notify the Conservation Commission and inform Lachenal whom to notify when applications are ready for review.

Master Plan Copies

Lachenal noted she received 20 hard copies of the Master Plan. This makes a total of 21 as one was received previously for review.

Davis Peach moves that the Planning Board distribute the hard copies of the master plan as follows:

Each Planning Board member (Members will be expected to return the document upon leaving the board) for a total of 9.

Planning Board Office 1 copy

Lachenal 1 copy

The Economic Development Commission 1 copy

The Conservation Commission 1 copy

Each Selectboard member (minus the PB rep) 2 copies

The Chesterfield Library 2 copies

The Zoning Board 1 copy

The remaining copies shall stay in the Selectmen's office for the public to view. 3 copies

The motion is seconded by Joe Brodbine and passes unanimously.

Signs

Koopmann asked if anyone had looked at the sign regulations in other towns. It was noted that some members have looked at regulations in other towns.

Spofford Boat Sales

The discussion on determining what the site plan for this location is, was tabled to the next meeting.

February Meeting Schedule

Monday February 20, 2017 is a Holiday.

Davis Peach moves to cancel the meeting scheduled for February 20, 2017 and hold only one meeting in February. The motion is seconded by Rolland Vollbehr and passes by majority.

Jon McKeon left the meeting at 8:21 PM prior to the discussion of 580 Main St and Atherton Hill Road.

Review of Boundary Line adjustment application – 580 Main St, LLC

Lachenal noted that the Highway, PD, Code and Fire have no comments.

The board reviewed the plans and application for completeness noting the following:

It was noted that regulation 404.2D #4 states:

The following statement shall be included on the final plan: "It is hereby certified that the perimeter survey closures and the layout of all lot boundary lines meet or exceed the technical requirements of the Chesterfield Subdivision Regulations." This statement shall be signed by the NH registered surveyor.

The board noted that the statement is on the plan, but it is not signed by the surveyor.

The board noted that a monument may be missing. Regulation 404.2D #8 states
Indicate all monuments to be installed as per 700.5.

Joe Parisi moves to accept the boundary line application from 580 Main St, LLC as complete enough for review and schedule a public hearing for February 6, 2017 at 7:30PM. The motion was seconded by Rolland Vollbehr and passed unanimously.

Review of Boundary Line Adjustment application - Atherton Hill Road

Lachenal noted that the Highway, Code, and Fire departments have no comment. The board has not received PD review.

The Board reviewed application for completeness:

Parisi noted that the plan is dated August 8, 2016. Corliss noted he would like to ask the applicant if that is the correct date.

The board noted that 401 G is not complete.

401 G notes: Acreage quantities for all lots, to the nearest hundredth of an acre, and square footage on all lots less than two (2) acres in size.

Parisi noted that one part of the drawing shows two roads and road names, but the smaller scale does not show both road names.

It was noted that the board is having a hard time figuring out what the applicant is proposing.

The board noted that 404.2D4 states:

The following statement shall be included on the final plan: "It is hereby certified that the perimeter survey closures and the layout of all lot boundary lines meet or exceed the technical requirements of the Chesterfield Subdivision Regulations." This statement shall be signed by the NH registered surveyor.

This is missing from the application.

The board noted that 404.2D10 states: The plan shall contain the following statement: "The Subdivision Regulations of the Town of Chesterfield are a part of this plan, and approval of this plan is contingent on completion of all the requirements of said Subdivision Regulations, excepting only any waivers granted in writing by the Board and attached hereto."

This statement is missing from the application.

Davis Peach moves to accept the application for Boundary Line Adjustment from Atherton Hill Land Company as complete enough for review and schedule a public hearing for February 6, 2017 at 7:30 PM. The motion was seconded by Rolland Vollbehr and passed by majority.

Items for Information

The board received a letter from the Planning Commission. Corliss would like to look at it on February 6, 2017.

Other Business

Koopmann noted that with the recent application, he has gotten involved in looking at Wetland regulations in other towns. Koopmann noted that he believes Chesterfield's wetland regulations are out of line and not nearly as rigorous or well defined as some of the other towns. Koopmann asked the rest of the board to look at the Town Wetland Regulations in Chesterfield and some other towns for discussion at a later date. Corliss asked Koopmann to compile an overview of what he believes our limitations are and send it to the board for review. Koopmann noted he will do that, but it may take a while.

Items for Signature

Minutes – December 12, 2016

Minutes – December 19, 2016

Adjournment

Rolland Vollbehr moves to adjourn at 9:01. Davis Peach seconded the motion which passed unanimously.

The next meeting will be held in the Town Offices at 7:30 PM February 6, 2017

Respectfully Submitted by:

Patricia Lachenal
Planning Board Secretary

Approved by:

_____ **James Corliss, Chairman**

_____ **Date**