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- Amend Section 5.5 – Limited Commercial/Light Industrial Zone (C2), Subsection 5.5.2 Permitted Uses to better define what is allowed under Indoor/Outdoor Commercial Recreational Facility and Agriculture/Forestry.
- Amend Table 1 Table of Dimensional and Area Requirements by adding Note 2 that speaks to setbacks pertaining to the peripheral/external lot line of the Open Space Subdivision and increasing the Front Setback from 50 feet to 75 feet.
- Amend Section 6.12 Additional Requirements by reconstructing the current Subsections 6.12.1 and 6.12.2 as follows:

The current Subsection 6.12.2 becomes Subsection 6.12.1 External Perimeter Setback and Buffers and defines how new units built within the perimeter must conform to Table 1 Table of Dimensional and Area Requirements. Add: Subsections 6.12.1.1 Setbacks that address the requirements for above ground and below ground structures. Add: Subsection 6.12.1.2 Buffer that addresses the requirements for buffering the development area of an Open Space Subdivision.

The current Subsection 6.12.1 becomes Subsection 6.12.2 Internal Dimension and Design Requirements and make the following changes: Reword 6.12.2.6 (formerly 6.12.1.6) to read, “No interior lot line may extend into the conservation area or the buffer of the parent lot(s).”

- Amend Subsection 11.2.1 – Time Limit for Appeal from an Administrative Decision by extending the length of time to appeal from 30 days to 60 days.
 - Add a new Article 17 Small Wind Energy Systems ordinance in order to comply with NH RSA 374:62-66, which took effect on July 11, 2009. This ordinance regulates the installation of small wind energy systems throughout the municipality. This ordinance is based on the NH Office of Energy and Planning model ordinance.
 - Amendments throughout the ordinance to correct typos, update statute references and change numbering and cross references as needed.
4. Schedule extra Planning Session.
 5. Next meeting of the Committee for the Building Inspector position.

MINUTES

**Mike Oleson, Road Agent, in to discuss cul-de-sac on
Hicks proposed subdivision**

1. Mike Oleson, Road Agent, came before the Board to discuss his opinion on the waiver request to reduce the size of the cul-de-sac being proposed for the re-subdivision of the Hicks property. Mr. Oleson started by stating the developer had called him to discuss reducing the size of the cul-de-sac. Mr. Oleson feels it would be best if the Planning Board contacted him about any proposed waiver from the road design standards because he works for the town. The Coordinator stated the developer was directed by the Board to contact the Fire Chief and the Road Agent to discuss this. Mr. Oleson stated he received a plan showing the proposed cul-de-sac. Chairman Sullivan asked Mr. Oleson if he is saying he would rather come to a Planning Board meeting to discuss this type of a change. Mr. Oleson stated yes, he is concerned his comments could be misconstrued. Richter stated the Board was looking to make the process more efficient. Chairman Sullivan stated that this is something the Board could think about but it could make it more difficult to keep the process moving. The Coordinator stated the Board tries to get the developer to work with the different departments and she checks with the departments prior to the meeting to hear from them what their opinion is. Mr. Oleson is concerned that someone might say they acted on what the Road Agent told them. Chairman Sullivan stated a developer should be acting on what the Planning Board told them not a department head.

Mr. Oleson stated as far as the cul-de-sac size, bigger is better. Mr. Oleson stated the larger cul-de-sac's are easier to plow. Mr. Oleson pointed out on the proposed design a problem area around the cul-de-sac from the standpoint of a large amount of snow being deposited on a particular lot. Mr. Oleson asked the Board to not allow a driveway in the highlighted area on the plan because the volume of snow dropped by the plow at that point is tremendous. Mr. Oleson stated plowing a small cul-de-sac takes more time depending on the amount of snow received and has the potential to damage the shoulders. Mr. Oleson stated that the Fire Chief's letter states he can get the fire trucks around this cul-de-sac. Chairman Sullivan will talk to the Fire Chief about his thoughts on the proposed plan.

**Rachel Kelly, Assoc. Planner, So. NH Planning Commission
Site Plan Review Regulation**

2. Rachel Kelly noted that the Board is now on Work Task #4, which is in preparation for Work Task #5 where the Board will develop recommendations for innovative planning techniques and storm water management for the Site Plan Review Regulations. The Board will also be making recommendations for redistricting and permitted uses within zoning. Ms. Kelly handed out a copy of the Site Plan Review Regulations with her recommendations noted,

143 which includes using sections of the Innovative Land Use Planning
144 Techniques Guide. Weider asked if the Guide is a pdf. Ms. Kelly will look
145 into this for the Board. There was discussion about placing a link on the
146 Planning Board website for access to the document. Board members and
147 Ms. Kelly went through the document page by page discussing their thoughts
148 and making additional recommendations/changes.

149
150 There was discussion about the incorporation of the storm water
151 management plan for Chester and NH DES Storm Water Management Plan.
152 The Coordinator reminded the Board incorporating the storm water
153 management plan into the Site Plan Review Regulations was part of the grant
154 requirement. Ms. Kelly will look into what the storm water management plan
155 states regarding the sections of the site plan regulations to be amended. The
156 Coordinator stated it was suggested that the detailed parts of the storm water
157 management plan be an appendix in the regulations. Consensus of the
158 Board is to reference where to find the documents listed in the regulations.
159 The Board suggested adding a section on energy efficiency. Board members
160 discussed what is covered under off-site improvements. Consensus of the
161 Board was to clarify what off-site improvements include. Ms. Kelly will check
162 with Jack Munn on this matter. The Board discussed the internal road
163 network in the commercial/industrial zone. The Coordinator will check with
164 Jeff Adler about road design standards and look at Goffstown's Site Plan
165 Review Regulations.

166
167 Board members and Ms. Kelly discussed when the next meeting would be.
168 Consensus of the Board is Wednesday, April 28, 2010 at 7:00 P.M. Ms. Kelly
169 will check in with the Board at the end of March.

170
171

172 **Public Hearing to amend or add proposed zoning amendments**

173
174 3. **MOTION:** Weider made a motion to open the public hearing. Richter
175 seconded. Motion passed unanimously. Chairman Sullivan read the public
176 notice for the proposed zoning amendments then went through each
177 amendment individually.

178
179 Section 5.5 – Limited Commercial/Light Industrial Zone (C2) – Chairman
180 Sullivan read the proposed changes and noted that this amendment is
181 intended to better explain what is allowed in this zoning district. The
182 Coordinator stated that the Town's zoning ordinance is designed in such a
183 way that any use which is not specifically permitted is prohibited. **MOTION:**
184 Weider made a motion to accept the proposed zoning amendment to Section
185 5.5 and place on the ballot at Town Election. Richter seconded. Motion
186 passed unanimously.

187
188 Table 1 Table of Dimensional and Area Requirements – Chairman Sullivan
189 read the proposed changes and noted that this amendment is a result of the
190 proposed amendments to Article 6.12. Additional Requirements, which will be

191 heard next. **MOTION:** Weider made a motion to accept the proposed zoning
192 amendment to Table 1 and place on the ballot at Town Election. Boyden
193 seconded. Motion passed unanimously.

194
195 Section 6.12 Additional Requirements, Subsection 6.12.1 and Subsection
196 6.12.2 – Chairman Sullivan read the proposed changes and noted that this
197 amendment is a result of the Board inadvertently dropping this section during
198 the modification of Article 6 – Open Space over the years and this will
199 reintroduce, with some modification, this Section to Article 6. **MOTION:**
200 Weider made a motion to accept the proposed zoning amendment to Section
201 6.12, Subsection 6.12.1 and Subsection 6.12.2 and place on the ballot at
202 Town Election. Richter seconded. Motion passed unanimously.

203
204 Subsection 11.2.1 – Time Limit for an Appeal from an Administrative Decision.
205 Chairman Sullivan read the proposed amendment. Chairman Sullivan
206 explained that during a discussion with legal counsel, the Board discussed the
207 pros and cons of this proposed amendments. Chairman Sullivan stated the
208 intent of this amendment was to extend the length of time to allow abutters
209 more time to appeal but it doesn't appear warranted. Richter stated that one
210 could argue that there is a benefit to a shorter period of time and this shorter
211 time period is typically 30 days, which allows for a certain finality. Chairman
212 Sullivan stated a better way to handle this is to better notify the public of the
213 application for a permit (ie. posting the application on the website). **MOTION:**
214 Richter made a motion to accept the proposed zoning amendment to
215 Subsection 11.2.1 and place on the ballot at Town Election. Weider
216 seconded. Zero ayes and four nays. Motion failed. This proposed
217 amendment will not be on the ballot.

218
219
220 Add a new Article 17 Small Wind Energy Systems – Chairman Sullivan read
221 the proposed amendment that is intended to add a new Article 17 to the Town
222 of Chester Zoning Ordinance. Chairman Sullivan explained this a
223 comprehensive document that is based on the NH Office of Energy and
224 Planning model ordinance. The Coordinator stated that if the Town doesn't
225 have their own ordinance, any one wanting to in stall a small wind energy
226 system will follow the state model ordinance. The Coordinator added that this
227 proposed ordinance was reviewed by legal counsel and minor administrative
228 changes were made to the model ordinance. **MOTION:** Weider made a
229 motion to accept the proposed zoning amendment to add Article 17 Small
230 Wind Energy Systems to the Town of Chester Zoning Ordinance and place on
231 the ballot at Town Election. Richter seconded. Motion passed unanimously.

232
233 Amendments throughout the ordinance to correct typos, update statute
234 references and change numbering and cross references as needed.
235 The Coordinator explained that this amendment might fall under "scrivener
236 error" and is intended to allow the Planning Board to make edits throughout
237 the ordinance correcting minor errors. Chairman Sullivan asked about
238 clarifying the wording of this amendment. Richter suggested adding a verb to

239 the wording. The Board will address the wording when they review the ballot.
240 **MOTION:** Richter made a motion to accept the proposed zoning amendment
241 to allow the Board to make edits throughout the ordinance and place on the
242 ballot at Town Election. Sederquest seconded. Motion passed unanimously.

243
244 There were no members of the public present.

245
246 **MOTION:** Weider made a motion to close the public hearing. Boyden
247 seconded. Motion passed unanimously.

248
249 **Schedule extra Planning Session**

- 250
251 4. Board members discussed meeting next Wednesday, March 17, 2010 at 7:00
252 P.M. in the Planning Board Office to go over the draft Town Report and Ballot
253 and any other general business the Board needs to address. The Coordinator
254 will looking into the term of the Ex-Officio. Consensus of the Board was to
255 meet next Wednesday. The Coordinator will post the meeting.

256
257 **Next meeting of the Committee for the Building Inspector position**

- 258
259 5. The Coordinator informed the Board of the meeting today for the Building
260 Inspector position and the next Committee meeting will be on
261 Wednesday, March 17, 2010 at 10:00 A.M. in the Police Department. Weider
262 expressed concern that based on the time of the meetings, Planning Board
263 representation is not possible. The tape became inaudible at this point.

264
265
266 **MOTION:** Richter made a motion to adjourn at 9:09 P.M. Weider seconded. Motion
267 passed unanimously.

268
269
270
271 _____
272 Cynthia J. Robinson
273 Planning Coordinator

274
275 **Dates of upcoming meetings:**

- 276
277 March 24, 2010
278 April 28, 2010
279 May 5, 2010
280 May 26, 2010