

12-8-21: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester
Planning Board Meeting
Wednesday, December 8, 2021
Approved Minutes**

(The meetings are broadcast live on Channel 20, and available on the Town's cable TV streaming service - go to <http://www.vod.chesterctv.com> and click "Watch Now". If you would like to participate via the Zoom teleconferencing utility, please go to <https://zoom.us/j/92697843243>, or you may participate via telephone - dial 301-715-8592; the meeting ID is 926 9784 3243.)

Members & Staff Present:

Evan Sederquest, Vice Chairman
Richard Snyder, Member
Mike Weider, Member
Elizabeth Richter, Member
Aaron Hume, Alternate
Selectman Chuck Myette, Liaison
Andrew Hadik, Town Planner

Members & Staff Absent:

Brian Sullivan, Chairman

Guests and Members of the Public Present:

Nate Miller, Deputy Director, Southern NH Planning Commission
Chester PACT

Meeting Agenda

7:00 PM – Non-Public Meeting

RSA 91-A:3, II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this Board or any subdivision thereof, or by or against any member thereof because of his or her membership therein until the claim or litigation has been fully adjudicated or otherwise settled.

General Business

1. Review & approve invoices, sign documents etc.
2. Review & approve the minutes for the 12/1/21 PB meeting.
3. Copier machine lease agreement.
4. Pending subdivisions.
5. Review of potential zoning amendments.
6. Table 10 – CIP Projects.

7:15 PM – Appointments - None scheduled

7:15 PM – Public Hearings - None scheduled

Meeting Minutes

Vice Chairman Sederquest called the meeting to order at 7:00 PM. Mr. Hume will be representing Chairman Sullivan.

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7:00 PM – Non-Public Meeting

Mr. Snyder moved to enter non-public under RSA 91-A:3, II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this Board or any subdivision thereof, or by or against any member thereof because of his or her membership therein until the claim or litigation has been fully adjudicated or otherwise settled. Ms. Richter seconded the motion. A roll call vote was taken. Sederquest – aye, Richter – aye, Snyder – aye, Hume – aye, Myette – aye, Weider – aye. The motion passed 6-0-0.

The Board went into non-public session at 7:04 PM.

The Board came out of non-public session at ~7:35.

Mr. Weider moved to come out of non-public. Mr. Snyder seconded the motion. A roll call vote was taken. Sederquest – aye, Richter – aye, Snyder – aye, Hume – aye, Myette – aye, Weider – aye. The motion passed 6-0-0.

Mr. Weider moved to seal the minutes of the non-public session until such time the Board determines that release of the minutes will not render the proposed action ineffective. Mr. Snyder seconded the motion. A roll call vote was taken. Sederquest – aye, Richter – aye, Snyder – aye, Hume – aye, Myette – aye, Weider – aye. The motion passed 6-0-0.

GENERAL BUSINESS

1. Review & approve invoices, sign documents, etc.

Invoices were reviewed and signed.

2. Review & approve the minutes for the 12/1/21 PB meeting.

Mr. Weider moved to approve the minutes for the December 1, 2021 meeting as written. Ms. Richter seconded the motion. A vote was taken, all were in favor except Mr. Hume, who abstained. The motion passed 5-0-1.

3. Copier machine lease agreement in the School CIP.

Mr. Hadik recommended that the School's Copier Lease Agreement (Line 3) project be removed from Table 10 – CIP Projects in the updated CIP. He contacted Superintendent Dr. Sharon Locke to see if the recurring annual maintenance costs associated with the equipment could be separated out of the annual contract amounts. This is because these costs cannot be included in the CIP.

Superintendent Locke advised the costs cannot be separated out. She and School Board Chairman Royal Richardson both agreed to withdraw this project from the CIP. The Planning Board agreed and did so.

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4. Pending subdivisions.

Mr. Hadik advised that a final review letter on the Scott 5-lot subdivision was received from Dubois & King. A public hearing to accept the application will be held on January 5th, 2022.

Mr. Hadik will contact Jeff Adler and Attorney Bennet to discuss the Garabedian Gravel Pit review, and their engineer's request to submit a phased excavation plan and phased bonding for the repair of Fremont Road.

Surveyor Tim Peloquin will be submitting an updated application for the renewal of the MacLean 2-lot subdivision at the end of Pulpit Rock Road. The public hearing is expected to be scheduled for January 12th, 2022.

The lot (M&L 5-40) at the corner of Route 102 and Ledge Road is being subdivided into two parcels.

Mr. Hadik said there might be a delay before the Board sees the application for the "Sanchester" Subdivision.

Mr. Hadik relayed he walked the perimeter of the Jenkins Farm subdivision with engineer Mark Goodrich, who replaced Scott Bourcier, and Road Agent Mike Oleson to review the condition of all of the drainage infrastructure. Overall, they were pleased with what they saw. A number of items on Mr. Bourcier's list from last fall have been addressed. The gravel shoulders have been re-graveled and widened due to recent gravel loss from heavy rain events.

There are a number of driveway culverts and spots in the ditch line, however, that are partially filled with sediment and must be addressed. Several catch-basins need grills installed over them. Vegetation needs to be removed from some of the stormwater treatment structures. Mr. Hadik has received the letter certifying the final monumentation, and there are lots of new stakes and survey tape in evidence onsite. The as-builts plans are being drafted by Promised Land Surveying. Mr. Hadik reported that, overall, they felt things were further along than anticipated.

5. Review of potential zoning amendments.

Mr. Hadik would like the Board to vote at the next week's meeting (*December 15th*), to take the proposed zoning amendments to public hearing (*and set a date for the hearing*).

Building Inspector Bunker has requested the Board to add a clarifying definition of "Imperious Surfaces" as referenced in Table 1. *"2.xx - Impervious Surfaces – As used herein, means those areas which prevent or impede the infiltration of stormwater into the soil as it entered under the natural conditions prior to development. These areas cause rain and snow-melt water to run off at a higher rate of flow than occurred under natural conditions preexistent to development. Impervious surfaces include, but are not limited to, rooftops, sidewalks, walkways, patios, driveways, parking lots, storage areas, paving stones, swimming pools, compacted gravel and soil surfaces, outdoor storage of goods such as stored lumber in lumber yards, awnings and other fabric or plastic coverings."*

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The Board agreed to the proposed amendment. The impact of construction on stormwater infiltration rates was discussed.

ZBA Chairperson Billie Maloney has requested the addition of a line under Bed and Breakfasts: *"h) Use of detached structures are not authorized or permitted by this Article."* This makes it clear that a variance would be required for use of a detached structure instead of just a special exception. The Board agreed to the proposed amendment.

ZBA Chairperson Billie Maloney also requested an amendment to have the number of alternates increased from three to five alternates to address quorum issues and to increase the diversity of the ZBA. The Board agreed to the proposed amendment.

Mr. Hadik proposed an amendment to Section 5.7.8 – Buffers and Setbacks portion of Section 5.7 - Wetlands Conservation District in the form of additional language to reduce the impacts of driveways to wetlands and their buffers. *"As with the front setbacks of lots, approved driveways may cross wetlands and their buffers. However, to minimize the wetland impact areas, driveways may not cross the wetlands and their buffers/setbacks in the front setbacks at angles less than sixty-five (65) degrees to the line of the front setback and front lot line."* The Board agreed to the proposed amendment.

Building Inspector Bunker has requested that 10 definitions of sign types be renamed so they will be grouped together instead of being scattered throughout the other 68+ definitions in Article 2 – Definitions. Mr. Hadik asked the Board to consider these suggestions.

Ms. Richter said this proposal makes sense to her. Mr. Weider suggested to check with Counsel to see if this even needs to be a zoning amendment. The Board agreed to the proposed amendment/s.

6. Table 10 – CIP Projects.

Selectman Myette relayed he had presented Table 10 – CIP Projects to the Board of Selectmen (BOS). The BOS have discussed and agreed that projects that are not certain to occur should not be included on the table. He said the Town needs to determine how items in the CIP are going to be funded. Selectman Myette said the department heads should have their CIP projects pre-approved by the BOS. Mr. Hadik said that would not be necessary if the BOS and Budget Committee attended the Planning Board's (PB) two CIP project review meetings with the department heads. At that time all parties would become aware if there was significant opposition or lack of support to specific projects, resulting in their exclusion from the CIP.

Mr. Weider said the CIP is intended to be a planning and budgeting tool. The PB discussed the intent of the CIP, and decided certain inclusionary goals and parameters should be revisited next year, just prior to the next update of the CIP.

7:15 PM – Appointments

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180 None scheduled

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182 **Future Meeting Dates**

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184 • *December 15 – Public hearing to adopt the CIP.*

185 • *December 29 – No meeting scheduled.*

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187 ***Ms. Richter moved to adjourn the meeting ~8:15. Mr. Weider seconded the motion. A vote was***
188 ***taken, all were in favor. The motion passed unanimously.***

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190 *Respectfully submitted,*

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192 *Beth Hanggeli*

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194 *Recording Secretary*