

07-10-19 These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester
Planning Board Meeting
Wednesday, July 10, 2019
Municipal Complex
Approved Minutes**

Members Present:

Evan Sederquest, Vice Chairman
Richard Snyder, Member
Michael Weider, Member
Dana Theokas, Alternate Member
Charles Myette, Ex-Officio

Members Absent:

Brian Sullivan, Chairman
Elizabeth Richter, Member
Aaron Hume, Alternate Member

Staff Present:

Andrew Hadik, Planning Coordinator

Others Present at Various Times:

Grant Benson
Penny Williams, Tri-Town Times
Others unknown to this recording secretary

Vice Chairman Sederquest opened the meeting at 7:04 pm.

Vice Chairman Sederquest noted that Ms. Theokas is the alternate for Chairman Sullivan.

Meeting Agenda

General Business

- Review and sign invoices and time sheets.
- Review and approve minutes for the June 26, 2019 meeting.
- Discuss nominating Cass Buckley to the BOS for appointment as an Alternate to the Planning Board.
- FYI: The pre-construction meeting for the Southwoods subdivision was held last Friday afternoon out at the site.

07-10-19 These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

- Review proposed amendments to Driveway regulations.
- Review proposed amendments to Subdivision regulations.
- Review proposed amendments to Site Plan Review regulations.
- Review proposed amendments to Building Code regulations.
- FYI: Will be reviewing the new FEMA Digital Flood Insurance Rate Maps (DFIRMs) for Chester on Wednesday morning, 3/17/19.

7:15 PM – Appointments

Grant Benson to discuss the Town's Driveway Construction Standards.

7:30 PM - Public Hearings

None scheduled.

Non-Public Meeting

RSA 91 A:3, II (a) – Employee matters.

Future Meeting Dates:

- July 24 – no meeting scheduled.
- August 7 –
- August 14 – PH?
- August 28 – PH?

Review and approve minutes for June 26, 2019 meeting.

The Board reviewed the minutes from the June 26, 2019 meeting.

Line 251 - 252: The comma was removed after "event" and added after "etc."

Mr. Weider made a motion to approve the minutes from June 26, 2019 as amended; Mr. Snyder seconded the motion. Motion approved, 4-0-1, Mr. Weider abstained.

FYI: The pre-construction meeting for the Southwoods subdivision was held last Friday afternoon out at the site.

Mr. Hadik reviewed with the Board the meeting held last Friday. All parties were well represented. The site contractor expects to be paving the base asphalt layer in late September. A bond estimate for the phase will be prepared after this occurs.

FYI: Will be reviewing the new FEMA Digital Flood Insurance Rate Maps (DFIRMs) for Chester on Wednesday morning, 3/17/19.

Mr. Hadik explained that he would be attending a meeting to review the new FEMA Digital Flood Insurance Rate Maps for Chester, on July 17, 2019.

Mr. Hadik noted for the Public that if a house is located inside a flood plain area, they may not have to purchase flood insurance if their house is built at a high enough elevation. The mortgage lender may require a certification of this by a licensed surveyor.

7:15 PM – Appointments

Grant Benson to discuss the Town's Driveway Construction Standards.

Mr. Benson joined the Planning Board at the meeting table at 7:22 pm.

Mr. Hadik referenced the emails which were distributed to the Board that discussed two "issues with some of our recently (2017) adopted driveway regulations and standards."

9.4 – Driveways shall be constructed with a minimum of at least twelve (12) inches of NHDOT Crushed Gravel 304.3 Specification for the entire length."

When asked what issues he has, Mr. Benson responded that twelve inches of State-specification crushed gravel is not necessary. He explained that many builders are using materials made on site because trucking is such a large expense, and those materials can be adequate for the driveways. Mr. Benson said that having the "State specs is excessive."

There was much discussion about the specific standards and the best way to have builders adhere to adequate standards.

Amended 9.4:

9.4 – Driveways shall be constructed for the entire driveway length with a minimum of at least twelve (12) inches of NHDOT Crushed Gravel 304.3 Specification, or an equivalent material acceptable to the Town engineer.

Mr. Myette expressed concern that the Town will have responsibility of a driveway failure if the Town engineer is responsible for approving the material.

Mr. Weider said that it would not be the Town that is responsible, it would be the engineering firm that comes out and does the inspection of the driveway.

Mr. Hadik said that this standard was reviewed by the Fire Department.

Mr. Benson said that his concern is also that the standard doesn't allow for any other type of material, the standard should be more specific to allow for other materials.

Mr. Snyder suggested having Mr. Adler (not present) confirm if he is still willing to review and approve alternate materials; all agreed with this suggestion.

9.12 – Driveways with lengths in excess of one hundred and fifty (150) feet shall provide means for Fire Department apparatus to turn around via a hammerhead or other approved means. Apparatus dimensions provided on request.

Mr. Hadik explained there why there was a problem with this regulation: The Fire Department is requesting 100' by 100' paved turnaround areas, which are almost one-quarter acre in size (10,000 square feet). This is an issue both because of the cost of construction for the builder and/or homeowner, and the excess runoff being created.

After some discussion the Board agreed that 9.12 be amended.

Amended 9.12:

9.12 – Driveways with lengths in excess of one thousand two hundred (1,200) feet shall provide means for Fire Department apparatus to turn around via a hammerhead or other approved means.

The Board discussed the proposed dimensions for the required turnarounds for driveways longer than 1,200 feet. Mr. Hadik noted that he will request Mr. Adler to develop the specifications for the turnaround for the Fire Department's Quint (Engine 1, the department's most important piece of apparatus).

Mr. Hadik brought up a side issue about Hemlock Lane at Cedarview Estates. He said the Building Inspector had noticed the installation of flared plastic driveway culvert ends. These are prohibited by our Driveway regulations.

Mr. Benson said the flared plastic ends were only temporary. When the driveways are finish constructed, the flares will be replaced with headwalls made of cemented rocks from the site. (This is allowed by the Driveway regulations.)

Mr. Benson departed the meeting at 7:57 pm.

Review proposed amendments to Driveway regulations.

Mr. Hadik distributed the Proposed Amendments to Driveway Regulations to the Board.

07-10-19 These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

Mr. Hadik noted that 2.1.1 – Temporary Driveway Permits and 6.1 changes were already discussed, reviewed, and approved by the Board. He said that he still needed to address the “securities account” issue. Mr. Hadik said that the solution may be supplying a letter of credit.

7.1 was amended from:

“The details may be located on the septic design plan or be provided separately.”

To:

“The details shall be located on the septic design plan or be provided separately.”

The Board agreed to not add **9.15 – Improvements to a driveway that change the width, length, turnout or parking require a plan and permit**, without first having the Building Inspector meet with the Board to discuss this amendment.

Review proposed amendments to Site Plan Review regulations.

Mr. Hadik distributed the Proposed Amendments to Site Review Regulations.

The Board reviewed the proposed amendments to 7.2 – Surveyed Site Plan, 7.2.11 and 7.10.3; no changes were made to these proposals.

Under 7.20 – Permanent Monumentation, Mr. Weider asked what the monumentation would be. He suggested that an example, a picture, be included with the regulation. Mr. Weider expressed concern that the “No-Clearing Boundary markers” requirements aren’t specific enough.

Mr. Hadik changed “markers” to “sign.” He will add an example of a sign.

Amended proposal:

“Said monumentation shall consist of aluminum “No-Clearing Boundary” signs affixed to metal delineator posts or trees. The posts shall be at least 4 feet tall, and these signs shall be spaced at least one marker every fifty (50) feet.

Review proposed amendments to Building Code regulations.

The Board reviewed the proposed amendment. It was noted that they had reviewed and agreed on the amendments previously.

There was discussion about the size of buffer zones, buffer zones “disappearing,” and who can enforce the monumentation and buffer zone encroachment.

Review proposed amendments to Building Code regulations.

After much discussion, the Proposed Amendments to Town Building Code was reworked.

Amended version:

3.1 – Building Code

3.1.1 – Special Provisions

Add: 3.1.1.3 – Water Well Quality Testing – Prior to the issuance of a Certificate of Occupancy for any dwelling supplied by a newly drilled private well system, the property owner shall submit to the Building Inspector the water quality test results, from a NH Certified Well Testing Lab, for the NHDES recommended Standard Analysis as stated in Environmental Fact Sheet ^{1,2} WD-DWGB-2-1 dated 2011, as may be amended. All the bureau's fact sheets are on-line at: <http://des.nh.gov/organization/commissioner/pip/factsheet/dwgb/index.htm>

The test results shall show a comparison to the appropriate State or Federal Health Advisory standards, such as, the EPA maximum contaminate level standards. All tested parameters' results shall be disclosed to the purchaser of a property prior to closing. Such evidence of disclosure may be requested by the Building Inspector.

This requirement cannot be construed as a guarantee by the Town of Chester or its agents that the water system will function satisfactorily or that the system will remain at the tested levels.

¹ The NH DES fact sheet, "Suggested Water Quality Testing for Private Wells", further recommends that this analysis be completed every 3-5 years (except for bacteria and nitrate which are recommended yearly).

Article 4 – Building Code

Mr. Hadik said, after much discussion by the Board about how the permit fees are calculated, that he would discuss the fee calculations with the Town Building Inspector, Mr. Bunker (not present).

Non-Public Meeting

RSA 91 A:3, II (a) – Employee matters.

Mr. Snyder made a motion to enter Non-Public session under RSA 91 A:3, II(a), and RSA 91 A:3, II(c); Mr. Weider seconded the motion. Motion to enter Non-Public session approved by unanimous roll call vote, 5-0-0.

Non-Public session entered at 9:05 pm.

254
255 Vice Chairman Sederquest made a motion to leave Non-Public session; Ms. Theokas seconded the
256 motion. Motion approved, 5-0-0.

257
258 The Board came out of Non-Public session at 10:05 pm.

259
260 Mr. Snyder made a motion to seal the Non-Public minutes for a duration of one year; Vice
261 Chairman Sederquest seconded the motion. Motion to seal the minutes was approved by a
262 unanimous roll call vote, 5-0-0.

263
264 **Agenda items held for next meeting:**

265
266 **Discuss nominating Cass Buckley to the BOS for appointment as an Alternate to the Planning**
267 **Board.**

268
269 **Review proposed amendments to Subdivision regulations**

270
271 **Adjournment**

272
273 Mr. Snyder made a motion to adjourn the meeting; Mr. Weider seconded the motion. Motion
274 approved, 5-0-0.

275
276 The meeting was adjourned at 10:06 pm.

277
278 Respectfully submitted,

279
280 C. Molly Qualters
281 Recording Secretary