

04-22-20: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester  
Planning Board Meeting  
Wednesday, April 22, 2020  
Virtual Meeting  
Approved Minutes**

For the duration of the COVID19 pandemic, the Planning Board will be meeting electronically under the emergency provisions of RSA 91A. <https://zoom.us/j/97063226940> or via telephone - dial (301) 715-8592; the meeting ID is : 970 6322 6940.

**Members Present:**

Brian Sullivan, Chairman  
Evan Sederquest, Vice Chairman  
Michael Weider, Member  
Elizabeth Richter, Member  
Richard Snyder, Member  
Aaron Hume, Alternate Member  
Selectman Chuck Myette, Liaison (@7:34 PM)

**Members Absent:**

**Others Present at Various Times:**

Andrew Hadik, Planning Coordinator  
Town Administrator Deb Doda  
Penny Williams  
Jennifer Morin  
Mr. and Mrs. Bachellor

**7:00 PM – General Business**

- 1) Review & approve minutes for the 3/11/20 PB meeting.
- 2) Discuss/accept Dana Theokas' resignation as an Alternate member of the Planning Board.
- 3) Discuss Cass Buckley's interest in rejoining the Planning Board as an Alternate & recommendation to the BOS.
- 4) FYI, pending:
  - Site Plan Reviews: Edward Jones Office, Buchanan Riding Arena
  - Lot Line Adjustments: Knapp/Scott – Clark Road

**7:15 PM – Appointments**

Conceptual discussion with Jennifer Morin regarding the Board's application requirements/expectations for the Site Plan Review for Kerry's Dance Studio.

**Public Hearings**

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None scheduled.

#### **Future Meeting Dates**

- May 6 –
- May 13 –
- May 27 -

*(Codes: PH – public hearing, PHC – public hearing continuance, CD – conceptual discussion, HB – Home Business, LLA – Lot-Line Adjustment, SPR – Site Plan Review, SUB – Subdivision, CUP Conditional Use Permit)*

Chair Sullivan opened the meeting at 7:00 PM.

#### **7:00 PM – General Business**

##### **1) Review & approve minutes for the 3/11/20 PB meeting.**

Ms. Richter reviewed a list of proposed edits to the minutes. Mr. Snyder motioned to approve the minutes of the March 11, 2020 meeting as amended this evening. Vice-Chair Sederquest seconded the motion. A roll vote was taken, Sullivan – aye, Sederquest – aye, Weider – aye, Richter – aye, Snyder – aye. The motion passed unanimously.

##### **2) Discuss/accept Dana Theokas' resignation as an Alternate member of the Planning Board.**

Mr. Hadik noted Ms. Theokas has been elected to the School Board, and has submitted her letter of resignation.

##### **3) Discuss Cass Buckley's interest in rejoining the Planning Board as an Alternate & recommendation to the BOS.**

Mr. Hadik said he had recently contacted Mr. Buckley who has confirmed that he is still interested in rejoining the Planning Board as an Alternate. The Board discussed recommending Mr. Buckley to the BOS, and noted they valued his perspectives and viewpoints to the Board discussions and reviews.

##### **4) FYI, pending:**

- **Site Plan Reviews: Edward Jones Office, Buchanan Riding Arena**

Mr. Hadik noted these two applications are expected to be submitted shortly. No dates have been set yet for the public hearings. Both site plans will be reviewed by the engineers at Dubois & King.

The Road Agent and Selectmen are addressing the maintenance, safety and upgrading concerns about Hart Roberts Road separately. Selectman Myette noted there is question is whether it is a

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road or a driveway. The Road Agent has expressed significant concerns about safety, especially when plowing.

Mr. Hadik noted there was a Warrant Article in 1996 to discontinue the road which was tabled. He said there need to be title work done to answer the question whether it is a road or a driveway.

Selectman Myette said that if Hart Roberts Road is a driveway, then it requires a turnaround because it exceeds 500' in length. Mr. Hadik noted amendments to the Town's driveway regulations are not retroactive.

Mr. Snyder noted that when the Buchanans went to the ZBA for their variance, they indicated they planned to enclose the riding arena in the future. The variance was for setback encroachment to wetlands. Now is the time to resolve whether it is a road or not.

Mr. Hadik noted the plan is going to Dubois & King to review the drainage design because the runoff will be going straight into a Class A wetland which leads directly to the two culverts under Halls Village Road. The Road Agent says the culverts are already at maximum capacity. Mr. Myette questioned whether this might be the time for considering zero-discharge design parameters.

- **Lot-Line Adjustment: Knapp/Scott – Clark Road**

Mr. Hadik noted a request for a lot-line adjustment will be coming in for two properties on Clark Road. He was told the adjustment is not for development purposes. It is just a land exchange between neighbors.

**7:15 PM – Appointments:**

**Conceptual discussion with Jennifer Morin regarding the Board's application requirements/expectations for the Site Plan Review for Kerry's Dance Studio.**

Mr. Hadik explained why this business must apply for Site Plan Review. The previous owner of Kerry's Dance Studio had a home business permit. The permit expired when the property was sold. When Ms. Morin purchased the property, the Building Inspector determined she needed to reapply as a commercial business and obtain a variance for a commercial business use in the R-1 Residential District. Mrs. Morin clarified that due to the number of employees, she couldn't qualify for a home business permit.

Mr. Snyder noted there are several encroachments on side setbacks, and he was not sure when that all came about. Mr. Hadik noted the small shed could be relocated out of the setback. He also noted there was a permit for the paving in the setback on the south side. That would leave the only remaining concern the paving on the side setback on the west side.

The Board, Ms. Morin and Mrs. Bachellor had much discussion. The paving may have been done prior to driveways being considered a structure by the ordinance. This would have to be researched. Mrs. Bachellor stated that the outside staircase in the setback was formerly a porch original to the garage

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when it was renovated. A waiver may also be required for exceeding the lot's impervious surface limit of 15% coverage, which currently appears to be at least 20%.

Chair Sullivan advised that, in addition to the SPR application, Ms. Morin would also need to provide the waiver request forms. Mr. Hadik noted the Board's rules allow for up to 30 days after the application is received to post & mail notices, schedule a public hearing, and have Dubois & King review the Site Plan.

#### **Public Hearings**

None scheduled.

#### **Adjournment**

***Ms. Richter motioned to adjourn the meeting at 8:50 PM. Mr. Snyder seconded the motion. A roll call vote was taken, Sullivan – aye, Sederquest – aye, Weider – aye, Richter – aye, Snyder – aye, Myette - aye. The motion passed unanimously.***

Respectfully submitted,

Daniel Hoijer

Recording Secretary