

07-22-20: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester  
Planning Board Meeting  
Wednesday, July 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/92697843243>, or via telephone - dial (301) 715-8592; the meeting ID is 926 9784 3243.

**Members & Staff Present:**

Brian Sullivan, Chairman (until 7:53 PM)  
Evan Sederquest, Vice Chairman  
Elizabeth Richter, Member  
Richard Snyder, Member  
Aaron Hume, Alternate Member  
Andrew Hadik, Planning Coordinator

**Members Absent:**

Mike Weider, Member  
Selectman Chuck Myette, Liaison

**Others Present at Various Times:**

Elizabeth Buchanan  
Gene Blanchard

**Meeting Agenda**

**7:00 PM – General Business**

- 1) Review & approve minutes for the 7/8/20 PB meetings.
- 2) Discuss the Drowne gravel pit operations.
- 3) Discuss the second draft of the update of the Municipal Buildings impact fee ordinance.
- 4) Review SNHPC online stream crossing GIS mapping project.
- 5) FYI, Site Plan Review Regulations – relocate stormwater regulations to the appropriate appendix.

**Appointments**

None Scheduled

**7:15 Public Hearings**

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1. Site Plan Review Application of Elizabeth Buchanan & Gene Blanchard (Owners) to construct a 6,500 square foot riding arena located at 43 Hart Roberts Road in Chester (Map 2 Lot 63-1).

Chair Sullivan opened the meeting at 7:00 PM by reading the meeting preamble and taking roll call. Alternate Aaron Hume was designated to be active for Mr. Weider.

#### **7:00 PM – General Business**

##### **1) Review & approve minutes for the 7/8/20 PB meetings.**

*Ms. Richter motioned to approve the July 8, 2020 minutes as written. Mr. Sederquest seconded the motion. A roll call vote was taken Sullivan – aye, Sederquest – aye, Richter – aye, Hume – aye, Snyder – aye. The motion passed 5-0-0.*

##### **2) Discuss the Drowne gravel pit operations.**

Mr. Hadik tabled this discussion to a future meeting.

##### **3) Discuss the second draft of the update of the Municipal Buildings impact fee ordinance.**

Mr. Hadik reviewed the second draft of the update of the Municipal Buildings impact fee ordinance (shared on-screen). He said the biggest item to note was a reduction in the overall fee amount from \$695 to \$515 resulting from the changes and recalculations throughout the ordinance.

Mr. Hadik mentioned that there have been several adjustments because of the review comments from several weeks ago. The Highway Garage on Chester Street has been added. Two nonresidential development categories have been added, Health Care & Religious Worship. Two other categories have been renamed. All the Building and Land values have been updated on the Municipal Buildings Inventory table. The Town's population has increased by 8.4% in four years, however, most of this appears to be because the previous population estimate was too low. An estimated 443 residents are employed in Chester. 2,334 residents are estimated not to be participating in the labor force (pre-pandemic). The Proportional Share factors also have changed significantly.

##### **4) Review SNHPC online stream crossing GIS mapping project.**

Mr. Hadik reviewed the SNHPC stream crossing GIS mapping project (shared on-screen) which is available online (Link: <https://www.snhpc.org/environmental-energy-planning/climate-adaptation/pages/stream-crossing-gis-map>). This GIS project inventories all the stream or river crossings by roads, whether they be via culverts or bridges. He zoomed in on the area for Chester.

Mr. Hadik first showed the screen view where the stream crossings mapped by SNHPC are depicted as color-coded culverts or bridges. The colors indicate whether the crossings are maintained by the State, the Town, or private interests. He noted the locations of the five crossings that are included in the CIP

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as future \$450,000 “natural-bottom” concrete arch replacement culverts. He also noted that the Hansen Road bridge over the Exeter River, which is enrolled for grant funding via the State’s Bridge Aid program at some future date.

Mr. Hadik then reviewed the screen view where each crossing has been assigned a vulnerability score based on a lengthy list of specific risk factors. The most vulnerable crossing listed is on Candia Road. He noted SNHPC sends out inspectors annually to update the assessments for crossings that have been upgraded or replaced. For example, he notified SNHPC to update the assessment for the crossing on East Derry Road, the ownership category of the crossing on Shetland Road, and that the crossings on North Pond Road would be reconstructed shortly as part of the CIP reconstruction project.

Mr. Snyder noted that keeping this database up to date will be very important. Ms. Richter asked about the reason for the mapping project. Mr. Hadik noted it was part of the statewide hazard mitigation (*and climate adaptation*) program.

Mr. Hadik also noted the mapping project currently does not include every culvert in Chester, only the ones related to stream crossings. He thought that SNHPC would add all the other culverts at some future point.

Mr. Snyder noted he was surprised the project did not include aerial photo imagery. Mr. Hadik explained this type of imagery is available to everyone via a data layer on the Town’s GIS maintained by CAI-Axis-GIS (Link: <https://www.axisgis.com/chesternh/>). He briefly spoke about need for the ortho-rectification of the Town’s tax maps.

## **5) Site Plan Review Regulations.**

Mr. Hadik noted that during the site plan review for the Buchanan indoor riding arena, he received an email from one of the engineers at DuBois & King. While doing a SPR, he could not locate the required stormwater management regulations and publication references in Appendix C - Stormwater Management Plan. Note that these regulations are the same ones included in the Subdivision Regulations that specify “*Measures shall be taken to control the post development peak rate of runoff so that it does not exceed pre-development runoff for the twenty-five (25) year storm event and for additional storm event frequencies etc.*”

Mr. Hadik located these regulations and references for the engineer, and it turns out they are in Appendix D – Erosion and Sediment Control Plan.

*D.4.8 - Measures shall be taken to control the post-development peak rate of runoff so that it does not exceed pre-development runoff for the 10-year, 25-year and 50-year storm events and for additional storm event frequencies as specified in the design criteria of the "Stormwater Management and Erosion and Sediment Control Handbook for Urban and Developing Areas in New Hampshire.*

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*D.4.9 - Storm drainage plan of the site shall be designed for a 10-year, 25-year and 50-year storm and if an existing drainage system to which the site drainage system will be connected is inadequate, provisions shall be made for retention and gradual release of stormwater in order to meet the 25-year storm demand.*

*D.4.10 - Land owners will be responsible for maintenance of retention and drainage systems in perpetuity. This obligation shall be noted in the deeds.*

*D.4.11 - Priority should be given to preserving natural drainage systems including perennial and intermittent streams, wetlands, swales, and drainage ditches for conveyance of runoff leaving the project area.*

Both appendices C & D were adopted in 2011. The engineer has recommended that Appendix D Subsections D.4.8 thru D.4.11 should be relocated to Appendix C - Stormwater Management Plan to become the new Subsection C.4.1 (and the renumber the rest accordingly). So, if the Board agrees, this will be one of the changes to be proposed the next time the SPR regulations are amended. The Board agreed.

Mr. Hadik also noted a discrepancy under Definitions in both appendices. There are two different runoff definitions.

*C.2.1.3 - Runoff: The portion of precipitation that makes its way overland toward stream channels or lakes.*

*D.3.9 - Stormwater Runoff: The water from precipitation that is not absorbed evaporated, or otherwise stored within the contributing drainage area.*

He questioned if they should be the same for both appendices. The Board agreed this should be reviewed and perhaps amended.

## **6) Miscellaneous**

Mr. Hadik asked the Board if anyone had responded to Mr. Fougere's (Fougere Planning & Development) request to interview Board members about their opinions on Workforce Housing. Mr. Fougere is writing a report for the NH Housing Authority. Mr. Hadik believes it is important for the Board to respond to this request. Mr. Snyder recommended that it might be better for a full Board interview during a meeting rather than several individual interviews. The Board agreed, and Mr. Hadik will schedule an appointment for an interview via Zoom with Mr. Fougere, perhaps for the next meeting.

Mr. Hadik advised that the previous evening the ZBA approved the variances required for the Nasr & Kerry's Dance Center commercial businesses. He also noted that the variance for the Anderson's lot-line adjustment (120 Raymond Road LLC) was also approved, and he expects to receive an application shortly. Mr. Hadik asked if the Board thought a public hearing was required. He said the abutters were

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just noticed for the ZBA's hearing, and he does not believe it should be required again. Chair Sullivan agreed, saying there is no need for another public hearing. The Board agreed.

### Appointments

None scheduled.

### Public Hearings

1. Site Plan Review Application of Elizabeth Buchanan & Gene Blanchard (Owners) to construct a 6,500 square foot riding arena located at 43 Hart Roberts Road in Chester (Map 2 Lot 63-1).

Mr. Hadik noted the application met the completeness criteria for acceptance by the Board.

***Mr. Snyder motioned to open the public hearing. Mr. Hume seconded the motion. A roll call vote was taken Sullivan – aye, Sederquest – aye, Richter – aye, Hume – aye, Snyder – aye. The motion passed 5-0-0.***

Mr. Hadik explained why this project required site plan review. The key reason is the concern about increased runoff into a nearby Class A wetlands complex that is just uphill of an "at-capacity" pair of culverts under Halls Village Road. If a significant increase in runoff were to occur, then the Town might have to prematurely replace the culverts to meet NH DES's current design specifications and requirements. This project might then cost as much as \$450,000, as listed in the Town's CIP. Mr. Hadik noted the Board should be sure the impact of this project does not accelerate the need to replace the culverts.

Mr. Hadik noted he has received the initial review letter from Dubois & King. Eighteen items were noted regarding the drainage report and design plan.

Chair Sullivan asked if the Town's engineer has responded yet to this letter. Mr. Hadik noted that the response letter, and updated design plan and drainage report was received just prior to the meeting from the Applicant's engineer. He said there had not been enough time yet to expect a final / clean response letter from the Town's engineer.

Mr. Snyder noted it looks like the Applicant's engineer has commented on most of the items. There was some discussion about whether the plan and review reflected the fact that this project would result in an enclosed / indoor riding arena. Mr. Hadik noted several places in the engineering review letter that confirmed the review was for an enclosed structure. Chair Sullivan noted this should be made clear in the Dubois & King final review letter, and in the Conditions of Approval.

Mr. Hadik recommended continuing the public hearing to August 5<sup>th</sup> to allow enough time for Dubois & King's final response to come in.

Mrs. Buchanan noted she planned to enclose the arena within the next 6-12 months. Chair Sullivan noted the drawing does not depict anything being covered and it would be nice to denote that.

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Mrs. Buchanan asked about sending a PDF of the building plans, and Mr. Hadik responded that a PDF would suffice for the Board's approval, however, eventually hard copies would be required.

***Vice-Chair Sederquest motioned to continue the hearing to August 5, 2020. Ms. Richter seconded the motion. A roll call vote was taken; Sederquest – aye, Richter – aye, Hume – aye, Snyder – aye. The motion passed unanimously.***

#### **Adjournment**

***Ms. Richter motioned to adjourn the meeting at 8:11 PM. Mr. Snyder seconded the motion. A roll call vote was taken; Richter – aye, Snyder – aye, Sederquest – aye, Hume – aye. The motion passed unanimously.***

#### **Future Meeting Dates**

- August 5 –
- August 12 –
- August 26 -

***(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)***

Respectfully submitted,

Daniel Hoijer

Recording Secretary