

4-26-17 – These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester
Planning Board Meeting
Wednesday, April 26, 2017
Municipal Complex
Approved Minutes**

Members Present

Brian Sullivan, Chairman
Evan Sederquest, Vice Chairman
Elizabeth Richter, Member
Aaron Hume, Alternate Member

Members Absent

Richard Snyder, Member
Michael Weider, Member
Cass Buckley, Ex-Officio

Staff Present:

Andrew Hadik, Planning Coordinator

Others Present at Various Times

Scott Bourcier, DuBois & King engineer
Michael Oleson, Chester Road Agent

Chairman Sullivan called the meeting to order at 7:03 pm.

Chairman Sullivan said that Mr. Hume is sitting in for Mr. Snyder.

Agenda

General Business

- Review and sign invoices and time sheet.
- Review & approve minutes for 4/12/17.
- Status update on Villages at Chester Phase II & proposed Phase III.
- FYI – The Meadows 172 condo/townhouse unit subdivision in Raymond.
- FYI – The Pipit Estates Subdivision will have a public hearing on 5/24/17.
- Amend approval amount for East Derry Road culvert repair to \$7,951.69 to cover the cost of the gravel invoice for \$1,776 dated 4/3/17 (underestimated by \$776.00).
- Discuss request from Cedar View Estates to allow crushed gravel in lieu of bank-run gravel for the sub-base 8" lift.
- Review drafts of proposed amendments to Site Plan Review regulations:
 - Article 6.7 – Recording of Documents

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- Article 7.15 – As-Built Plans
- Appendix B- Fire Suppression Cisterns
- Review drafts of proposed amendments to Subdivision regulations:
 - Article 4.5.2.17 – Geometric Street Standards
 - Article 6.6 – Recording of Documents
- Vote to take these and other proposed amendments (see list) to Subdivision & Site Plan Review regulations to Public hearing on May 24th, 2017.

7:15 Appointments

Michael Oleson, Town Road Agent to discuss the improvements schedule for the Shattigee Road drainage issue.

7:45 Public Hearings

None scheduled.

Future Meeting Dates:

- May 3, 2017- Cancelled
- May 10, 2017-
- May 24, 2017- CD Villages Phase III, PH Hazelton LLA, PH Subdivision & Site Plan Amendments, PH Pipit Estates SUB

Review and approve minutes for 4/12/17

The Board reviewed the minutes from 4/12/17. Ms. Richter made a motion to accept the minutes dated 4/12/17 as presented; Vice Chairman Sederquest seconded the motion. Motion approved, 3-0-1, Chairman Sullivan abstained.

Status update on Villages at Chester Phase II & proposed Phase III.

Mr. Hadik reviewed a letter from the Chester Fire Department Chief Gregory Bolduc dated April 25, 2016 with Mr. Dana Redmond of Life Style Homes' signature agreeing to the letter's terms, that listed the pending items required to be completed in order for the Fire Department's permission for the Villages of Chester Phase II moving forward for the bond estimate phase five (of Phase II.) Mr. Hadik noted that he had emailed Mr. Redmond inquiring as to the status of meeting the CFD's water source and emergency access requirements agreed to in the letter. Mr. Hadik said he was concerned that Phase II only had few units left to build, and there were many occupied units now, and the need to meet the requirements was becoming more and more important. He said he received a call from Mr. Redmond shortly thereafter.

Mr. Hadik had expressed his concern to Mr. Redmond there had been no progress towards the installation of water source for fire fighting, and no improvements made to make the emergency road accessible. Mr. Hadik informed the Board that since the drafting of the letter, all parties had agreed that a fire cistern would

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be required in lieu of a dry hydrant as first stipulated, because the drought has shown the originally proposed dry hydrant is not a reliable water source. Mr. Redmond said that he is currently working with an engineer and the Chester Fire Chief to come up with a cistern size for Phase II. Mr. Hadik noted that he will be providing Mr. Redmond with a copy of Chester's updated cistern regulations. Mr. Hadik said that Mr. Redmond said that he doesn't expect to build the remaining 6 Phase II units (3 duplexes) until next year.

Mr. Hadik informed the Board that Mr. Redmond is scheduled to come before the Board on May 24, 2017 for a conceptual discussion about a possible 10-unit expansion (Phase III). Mr. Hadik said that Mr. Redmond will be bringing draft plans for the Board to view.

FYI – The Meadows 172 condo/townhouse unit subdivision in Raymond.

Mr. Hadik informed the Board of the proposed "The Meadows" subdivision in Raymond. He said that the subdivision has been deemed a subdivision of regional impact, and Chester just received their legal notice. Mr. Hadik described the subdivision, noting that it is a 172 condo/townhouse unit subdivision, split among 43 buildings on a 77-acre lot, located off Route 102 about 1.6 miles from the Chester town line. He said the builder is Keith Martell.

Mr. Hadik stated that the Public Hearing will be held at 7:00 pm, June 15, 2017 at the Raymond High School in Raymond. He noted he would email the Board members pdfs of the subdivision application, plans, and the 33-page minutes of the Raymond Planning Board's last meeting where this subdivision was voted a subdivision of regional impact.

FYI – The Pipit Estates Subdivision will have a public hearing on 5/24/17.

Mr. Hadik informed the Board of the Public Hearing being held on the Pipit Estates Subdivision on May 24, 2017, for a lot line adjustment and subdivision.

7:15 Appointments

Michael Oleson, Town Road Agent to discuss the improvements schedule for the Shattigee Road drainage issue.

Mr. Mike Oleson, Town Road Agent, and Mr. Scott Bourcier, DuBois & King engineer came before the Board at 7:22 pm.

Discuss request from Cedar View Estates to allow crushed gravel in lieu of bank-run gravel for the sub-base 8" lift.

Mr. Oleson, Mr. Bourcier, Mr. Hadik and the Board discussed the request from Cedar View Estates to allow crushed gravel in lieu of bank-run gravel for one of the road's the 8" sub-base lifts. Mr. Hadik explained he

had already discussed this with Jeff Adler who did not foresee any problem with agreeing with this request. Mr. Oleson agreed, noting the gravel will need to meet DOT specifications. Mr. Hadik noted that bank run gravel components are rounded, and don't interlock as well as crushed gravel, and therefore is not quite as stable as the crushed gravel. Chairman Sullivan agreed that the crushed gravel is a better product structurally. All agreed with the materials substitution.

Mr. Hadik gave a quick background summary of the Shattigee Road drainage issue. Mr. Oleson presented the Board with pictures of the water run-off problem.

Mr. Hadik explained that there were two cost options for the repairs: a full-blown engineering study costing about \$12,800 or "to poor boy it, do it locally," costing only \$3,000 to \$4,000 for engineering expenses. Mr. Hadik said that Mr. Oleson would use a hammer excavator to deepen the ditch line in front of the new driveway and 300 feet down the road in front of another driveway. Mr. Oleson said he and Mr. Bourcier would develop a plan that would probably include the installation of catch basins and culverts under each of the two driveways, ledge hammered out to create a ditch line to hold the water, and remove about a dozen trees where the embankment needed to be excavated back. Mr. Oleson noted that the project is sizeable.

Ms. Richter asked if any property needed to be taken. Mr. Oleson said that the stone wall was the property line so the trees are in the right-of-way. Mr. Hadik asked if the road was a designated Scenic Road. Mr. Oleson said he didn't know, but that the problem must be fixed. Mr. Hadik said they would need to hold a Public Hearing before the trees are taken down if the road has the Scenic Road designation.

Mr. Oleson further explained that he and Mr. Bourcier would dig some test pits to determine where the ledge is, perform drainage calculations, "size" the catch basins, size the culverts and then the Town would take the trees down, hammer the bank back, and fix the problem. He said that by doing it in-house the Town is saving at least 20 percent of the cost.

Mr. Oleson and the Board discussed the impact of the runoff problem to the residents on Shattigee Road.

Chairman Sullivan asked what Mr. Oleson needs now. Mr. Oleson said he needs money. The Board reconfirmed the money would come from offsite improvement and impact fees

Amend approval amount for East Derry Road culvert repair to \$7,951.69 to cover the cost of the gravel invoice for \$1,776 dated 4/3/17 (underestimated by \$776.00).

Ms. Richter made a motion to approve off-site money use in the amount of \$7951.69 based on the new invoice dated 4/3/17 from the Hartman Enterprises; Vice Chairman Sederquest seconded the motion. Motion approved, 4-0-0.

Mr. Oleson said he will find out the scenic designation of Shattigee Road. Mr. Hadik confirmed that they would have a Public Hearing prior to the removal of trees if it is a scenic road.

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Mr. Oleson and Mr. Bourcier departed the meeting at 7:49 pm.

Review drafts of proposed amendments to Site Plan Review regulations:

- **Article 6.7 – Recording of Documents**
- **Article 7.15 – As-Built Plans**
- **Appendix B- Fire Suppression Cisterns**

Mr. Hadik and the Board reviewed and discussed the drafts of proposed amendments to Site Plan Review regulations: Article 6.7 – Recording of Documents, Article 7.15 – As-Built Plans, and Appendix B- Fire Suppression Cisterns. The Board had no amendments.

Review drafts of proposed amendments to Subdivision regulations:

- **Article 4.5.2.17 – Geometric Street Standards**
- **Article 6.6 – Recording of Documents**

Mr. Hadik and the Board reviewed and discussed the drafts of proposed amendments to Subdivision regulations: Article 4.5.2.17 – Geometric Street Standards and Article 6.6 – Recording of Documents. The Board had no amendments.

Vote to take these and other proposed amendments (see list) to Subdivision & Site Plan Review regulations to Public hearing on May 24th, 2017.

Ms. Richter made a motion to take the following list of proposed amendments to subdivision and site plan review regulations to a Public Hearing on May 24, 2017 at 7:45 pm:

- Subdivision – delete definition 2.2.9 Cluster Subdivision & add definition 2.2.16 Open Space Subdivision
- Subdivision – amend 1.3, 3.1.8.1, 3.14, 4.1.4 & 5.1.11 by replacing the term “subdivider” with “applicant”
- Subdivision – amend subsections 4.1.22 & 4.8.5.1.1 to specify the vertical reference datum
- Subdivision – 4.5.2.17-3 amendments to Table of Geometric & Other Standards for Streets
- Subdivision – 4.7.5.1 – amendments to Hydrology/ Runoff Calculation Methods
- Subdivision – amend section 6.5 Recording of Final Plat & add section 6.6 Recording of Documents
- Site Plan Review – amend section 6.6 Recording of Final Plat & add section 6.7 Recording of Documents
- Site Plan Review – amend subsection 7.2.1 & add subsection 7.2.11 regarding driveway plans & profiles
- Site Plan Review – replace section 7.7 Performance & Maintenance Guarantee
- Site Plan Review – replace section 7.15 As-Built Plans
- Site Plan Review – add section 7.19 Special Flood Hazard Areas

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- Site Plan Review – Appendix A.1.11 – 3 amendments to Table of Geometric & Other Standards for Streets
- Site Plan Review – Appendix B – amend Cistern Standards throughout
- Site Plan Review – Appendix C – add subsections C.3.4 & C.3.5 to Hydrology / Runoff Calculation Methods;

Seconded by Mr. Hume. Motion approved, 4-0-0.

Mr. Hadik informed the Board of an issue between the Derry Post Office, various Town residents and a builder working on a subdivision in Town. The Post Office is forcing the issue of requiring clustered mailboxes for new subdivisions. Mr. Hadik said he will be working on creating a draft of a regulation to address the problem with the Post Office that can be reviewed at the May 10th meeting.

Adjournment

Ms. Richter made a motion to adjourn the meeting; Vice Chairman Sederquest seconded the motion. Motion approved, 4-0-0. The Meeting was adjourned at 8:22 pm.

Respectfully submitted,
C. Molly Qualters
Recording Secretary