8-23-17 – These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

Planning Board Meeting Wednesday, August 23, 2017 Municipal Complex Approved Minutes Members Present Brian Sullivan, Chairman Evan Sederquest, Vice Chairman Liizabeth Richter, Member Jacob Weider, Alternate Member Members Absent Richard Snyder, Member Michael Weider, Member Aaron Hume, Alternate Member Staff Present: Andrew Hadik, Planning Coordinator Mike Babin Attorney John Weaver Attorney John Weaver Attorney Stephen Buckley Kevin Hatch, Cornerstone Survey Associates Michael Weider, Bittersweet Blessings, Owner Chairman Sullivan called the meeting to order at 7:01 pm.	1	Town of Chester
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33 Meeting Agenda	33	Meeting Agenda
34 General Business	34	General Business
35	35	
• Review and sign invoices and time sheet.	36	· · · · · · · · · · · · · · · · · · ·
• Review and approve minutes for 8/9/17.		••
Discuss Villages at Chester fire cistern agreement.		
Sign two DuBois & King review contracts. Sign two DuBois & King review contracts.		
	_	 Review the following amendments to Subdivision & Site Plan Review regulations and vote to set a
Public Hearing date: O Subdivision – amend 4.5.3.4 – Private Way Standards by reducing the 10% slope limit to 8%.		 Public Hearing date: Subdivision – amend 4.5.3.4 – Private Way Standards by reducing the 10% slope limit to 8%.

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- Subdivision delete 4.12 Driveway Standards because this already exists elsewhere as a stand-alone ordinance.
 - o Subdivision add 4.12 Mail Delivery Requirements
 - Subdivision amend 5.1.5 Base (under 5.1 Street Construction) to correct oversight of outdated wording to match current specifications elsewhere in the regulations.
 - o Site Plan Review add 7.20 amend Mail Delivery Requirements
 - Driveway Regulations amend Article 9 Driveway Design & Construction Standards
 - o Subdivision amend 4.11 Fire Protection
- FYI NHMA Annual Law Lecture Series

7:05 PM - Appointments - Michael Babin re: Phase III - Turnagain Estates Subdivision

7:15 PM - Public Hearings

1. Continuation of the subdivision application by Tucker Bay Trust, 37 Coulthard Farm Road, Scarborough, ME 04074, for a 2-lot subdivision of Map 7, Lot 21 on Candia Road, Chester, NH.

2. Application by Michelle Hatch, owner of property at 20 Chester Street (Map 16, Lot 20), to amend the site plan for the Bittersweet Blessings antiques/primitives shop, for conversion of the barn into additional retail space as allowed by a ZBA variance granted November 28, 2012.

Future Meeting Dates:

- 65 September 6, 2017 Hazelton SUB
- 66 September 13, 2017 Crowley Woods CPH, Cannata SUB
- 67 September 27, 2017 -

Discuss Villages at Chester fire cistern agreement.

Mr. Hadik reviewed with the Board the letter from the Chester Fire Department to Mr. Dana Redmond, Lifestyle Homes of New Hampshire, Inc., approving a 15,000-gallon cistern in lieu of a dry hydrant at the Villages of Chester, to which Mr. Redmond signed and dated noting his acceptance of the agreement.

The Board found acceptable the negotiated agreement between the Chester Fire Department and Mr. Dana Redmond, Lifestyle Homes of New Hampshire, Inc; they agreed to lift the suspension on the issuance of building permits.

FYI - NHMA Annual Law Lecture Series

Mr. Hadik informed the Board of the annual law lecture series at NHMA; he noted that instead of three evening lectures, they are holding the three lectures each on two different Saturdays. Mr. Hadik distributed the flyer with the information on the law lectures to the Board, and asked the members to notify him if they wished to be registered to attend either Saturday.

7:05 PM – Appointments – Michael Babin re: Phase III – Turnagain Estates Subdivision

Mr. Babin and Attorney John Weaver, representing Mr. Babin, came before the Board at 7:05 pm.

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90 Mr. Weaver said he had a letter to submit for the record. He distributed the letter to the Board. 91 92 The Board reviewed the submitted letter. 93 94 The Board and Mr. Weaver discussed the amount for which the Letter of Credit should be issued to 95 guarantee completion of all the roadway and associated infrastructure improvements in accordance with 96 the Conditional Subdivision Approval for Turnagain Estates Phase III. 97 98 The Board had much discussion about the appropriate bond amount. 99 100 Mr. Babin said that he has contracted with Brox Industries to finish the paving of the roads, and do 101 whatever needs to be done, in the late part of September. He explained that he is finishing re-graveling the 102 sides (shoulders) of the roads by tomorrow. Mr. Babin said that he will contract with Brox Industries to 103 have the crack sealing, shimming, tack coat and wearing course installed on the roads by the last two weeks 104 of September. 105 Chairman Sullivan clarified stating that if all the work discussed is completed by the end of September, the 106 107 Letter of Credit amount should cover the cost of the remaining work identified in the updated bond 108 estimate. Mr. Babin agreed. 109 110 Mr. Bennett, The Planning Board's attorney, joined the discussion at 7:26 pm. 111 112 After much discussion by all people present at the meeting table about the appropriate bond amount, the 113 condition of the road, and the time and work necessary to complete the road, the Board and Mr. Weaver 114 and Mr. Babin came to an agreement. 115 116 Mr. Weaver agreed to provide a copy of the BROX paving contract, an Irrevocable Letter of Credit in the 117 amount of \$51,920, and a letter of intent outlining the proposed timeline and the describing the items that 118 will be completed by Brox by the end of September. 119 120 The Board agreed that this was reasonable with the understanding that the two certificates of occupancy 121 and the building permit would not be issued until the work is completed. Mr. Babin and Attorney Weaver 122 agreed. 123 124 Attorney Weaver reiterated the necessary documents the Board needed, agreeing that they would get 125 these documents to the Board. 126 127 Attorney Bennett, Attorney Weaver, and Mr. Babin departed the meeting at 7:40 pm. 128 129 7:15 PM – Public Hearings 130 131 1. Continuation of the subdivision application by Tucker Bay Trust, 37 Coulthard Farm Road, Scarborough, 132 ME 04074, for a 2-lot subdivision of Map 7, Lot 21 on Candia Road, Chester, NH. 133 134 Vice Chairman Sederquest made a motion to open the Public Hearing for the continuation of the subdivision 135 application by Tucker Bay Trust, 37 Coulthard Farm Road, Scarborough, ME 04074, for a 2-lot subdivision of 136 Map 7, Lot 21 on Candia Road, Chester, NH; Ms. Richter seconded the motion. Motion approved, 4-0-0.

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137 138 The Public Hearing was opened at 7:40 pm. 139 140 Mr. Kevin Hatch came before the Board at 7:40 pm. 141 142 The Board reviewed the two review letters from DuBois & King. 143 144 The Board and Mr. Hatch discussed the Conditions of Approval. They noted the plan still needs to be 145 stamped by the wetlands scientist. 146 147 Chairman Sullivan called for Public comment, however, there was none. 148 149 Ms. Richter made a motion to close the Public Hearing; Vice Chair Sederquest seconded the motion. 150 Motion approved, 4-0-0. 151 152 Ms. Richter made a motion to approve the subdivision application by Tucker Bay Trust, 37 Coulthard Farm Road, Scarborough, ME 04074, for a 2-lot subdivision of Map 7, Lot 21 on Candia Road, Chester, NH; Vice 153 154 Chair Sederguest seconded the motion. Motion approved, 4-0-0. 155 156 Mr. Hatch departed the meeting at 7:49 pm. 157 158 2. Application by Michelle Hatch, owner of property at 20 Chester Street (Map 16, Lot 20), to amend the 159 site plan for the Bittersweet Blessings antiques/primitives shop, for conversion of the barn into additional 160 retail space as allowed by a ZBA variance granted November 28, 2012. 161 162 Vice Chair Sederguest made a motion to open the Public hearing and to accept the application by Michelle 163 Hatch, owner of property at 20 Chester Street (Map 16, Lot 20), to amend the site plan for the Bittersweet 164 Blessings antiques/primitives shop, for conversion of the barn into additional retail space as allowed by a 165 ZBA variance granted November 28, 2012; Ms. Richter seconded the motion. Motion approved, 4-0-0. 166 167 Ms. Hatch came before the Board at 7:50 pm. 168 169 Ms. Hatch explained she wanted to convert the barn to create additional retail space to showcase more of 170 her currently stored stock. 171 172 Chairman Sullivan questioned whether the fire codes would be met prior to the issuance of the Certificate 173 of Occupancy (CO) for the barn. Mr. Hadik said he and the Building Inspector had already discussed this 174 application, and he believed Mr. Bunker would make sure all fire codes would be met before he issued the 175 CO. Mr. Hadik noted Mr. Bunker had also recently joined the Chester Fire Department. 176 177 The Board and Ms. Hatch discussed the project. 178 179 Mr. Hadik discussed the fees. 180 181 There was no Public comment. 182 Ms. Richter made a motion to close the Public hearing; Vice Chair Sederquest seconded the motion. Motion 183 approved 4-0-0.

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Ms. Richter made a motion to approve the application by Michelle Hatch, owner of property at 20 Chester Street (Map 16, Lot 20), to amend the site plan for the Bittersweet Blessings antiques/primitives shop, for conversion of the barn into additional retail space as allowed by a ZBA variance granted November 28, 2012, and the Conditions of Approval as discussed tonight; Vice Chair Sederquest seconded the motion. Motion approved, 4-0-0.

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Ms. Hatch departed the meeting at 8:01 pm.

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Review and approve minutes for 8/9/17.

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The Board reviewed the minutes of August 9, 2017. The sentence beginning on line 93 was reworded to read, "Mr. Mitchell said that the State has always had requirements that drainage infrastructure be maintained and that with large commercial complexes or a condominium complex (something that towns are not involved in,) the towns lose track of who is responsible and must chase after who the responsible party is."

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Ms. Richter made a motion to accept the minutes from August 9, 2017 as amended; Vice Chairman Sederquest seconded the amendment. Motion approved, 4-0-0.

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Review the following amendments to Subdivision & Site Plan Review regulations and vote to set a Public **Hearing date:**

- o Subdivision amend 4.5.3.4 Private Way Standards by reducing the 10% slope limit to 8%.
- Subdivision delete 4.12 Driveway Standards because this already exists elsewhere as a stand-alone ordinance.
- o Subdivision add 4.12 Mail Delivery Requirements
- Subdivision amend 5.1.5 Base (under 5.1 Street Construction) to correct oversight of outdated wording to match current specifications elsewhere in the regulations.
- Site Plan Review add 7.20 amend Mail Delivery Requirements
- o Driveway Regulations amend Article 9 Driveway Design & Construction Standards
- o Subdivision amend 4.11 Fire Protection

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Mr. Hadik and the Board reviewed and discussed the Subdivision and Site Plan Review amendments.

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Ms. Richter made a motion to take the subdivision site plan amendments to a Public hearing on September 27, 2017 meeting; Vice Chair Sederquest seconded the motion. Motion approved, 4-0-0.

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Adjournment

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- 223 Ms. Richter made a motion to adjourn the meeting; Vice Chairman Sederquest seconded the motion.
- 224 Motion approved, 4-0-0.
- 225 The meeting was adjourned at 8:38 pm.

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- 227 Respectfully submitted,
- 228 C. Molly Qualters
- 229 **Recording Secretary**