

TOWN OF CHESTERFIELD, NH  
PLANNING BOARD  
MINUTES

MONDAY, OCTOBER 15, 2007

Present: Bob Del Sesto (Chair), Val Starbuck (Vice-chair), Steve Pro (Secretary), Jon McKeon (Select Board Representative), Tom North, Susan Lawson-Kelleher, and Patricia Blum (Clerk/Secretary).

*Del Sesto called the meeting to order at 7:30 p.m.*

1. **Minutes** - Review of the minutes of September 17, 2007 and October 1, 2007 were tabled until there is a quorum of Board members able to vote. The minutes of August 20, 2007 were reviewed.

*North moved to approve the minutes as written. Lawson-Kelleher seconded and the motion carried unanimously (Del Sesto, McKeon, Lawson-Kelleher and North voting).*

2. **Constantine Broutsas** – Conceptual Consultation.

3. **Mortis & Tenon Corp./William Penney/Steve Pro Land Development Services, LLC** – This is a continuation of a public hearing for approval of an application for a Major Site Plan Review of property located on Lyman Way in West Chesterfield (Map 14, Lot A11.5) in the Commercial/ Industrial zone. The land is owned by Mortis & Tenon Corporation. Applicant seeks approval for The Truck Camper Warehouse.

Note that the need for an amendment to the abutter list has been identified. Newly identified abutter has been issued notification. Pro was notified of the necessary change. Additional notification fee of \$6.00 must be collected.

*Del Sesto re-opened the public hearing.*

Applicant requested a continuance, as this matter is now before the Zoning Board of Adjustment for a requested variance and the ZBA public hearing has been continued for further discussion before making a decision.

*Starbuck moved to continue the PB public hearing to Monday, November 19, 2007 at 7:30 p.m. at the Selectmen's Office. Lawson-Kelleher seconded and the motion carried unanimously.*

4. **Pierre & Tilia Saba/Riverside Hotel** – This is an application for a Site Plan Modification Review of property located at Route 9 and Mountain Road in West Chesterfield (Map 14C, Lot B1) in the Commercial/Industrial zone. Applicant wishes to modify previously approved Major Site Development Plan to locate two (2) propane tanks and associated underground LP line on the site.

*Pro moved to accept the application as complete. North seconded and the motion carried unanimously.*

*Del Sesto opened the public hearing on this matter.*

The application for site plan modification was presented by Pierre Saba (owner) and Jon Solecki (Sage Engineering). They wish to change the heating system from the previously approved site plan for the Riverside Hotel to add propane. There was a propane line indicated on the previously approved plans, but no tanks were indicated. Applicants state that both Code Enforcement and the propane supplier approve of the plans being presented and that the plans meet all setback requirements.

A letter has been submitted by Code Enforcement supporting the location of the proposed tanks. Greenwood feels that the location is serviceable and not visible to the public and that approval of the site plan revision would be in everyone's best interest.

There was no public comment.

*North moved to close the public hearing. Starbuck seconded and the motion carried unanimously.*

*Pro moved to approve the site plan modification for Riverside Hotel (Rev. 5 - dated August 10, 2007) to locate gas lines and tank contingent upon receipt of anti-floatation details and revised plans to include tank size labeling. Approval shall be subject to compliance with all applicable local, state and federal regulations. North seconded and the motion carried unanimously. Applicant shall provide 1 mylar and 4 paper copies of revised plans (Rev. 6) for final approval and signatures.*

- 5. Spofford Partners Limited Partnership/Robert Stillman and Bryan Bassler**– This is an application for a Boundary Line Adjustment of properties located on North Shore Road in Spofford (Map 5F - Lot D1, Map 5F - Lot D3, Map 6 - Lot A16). The three lots are represented as 13 acres in the Residential zone and 31.26 acres in the Rural/Agricultural zone.

*Starbuck moved to accept the application as complete. North seconded and the motion carried unanimously.*

*Del Sesto opened the public hearing.*

Dave Mann presented the application. Currently Bryan Bassler owns Map 5F - Lot D1 and Map 6 - Lot A16. Map 5F - Lot D1 will not be affected by the BLA. Map 6 - Lot A16 will be reduced by approximately 6.05 acres and added to Map 5F - Lot D3, owned by Spofford Partners Limited (increasing the SPL lot to approximately 11.2 acres and leaving Bassler with approximately 33.04 acres). This was a condition of the sale from SPL to Bassler.

*Del Sesto opened the hearing to public questions and comments.*

Daniel & Olivia May of 269 North Shore Road inquired about the reason for the Boundary Line Adjustment. Mann stated he believed that SPL would like to retain the parcel for sale as a residential lot. The Mays stated that they had no objections.

Peter Smith who owns the lot identified as Map 5F Lot B1 stated that he had no objections as well.

*With no further public input, North moved to close the public hearing. Pro seconded and the motion carried unanimously.*

*North moved to approve the application contingent upon receipt of 2 full sets of mylars and 3 paper copies of the approved plans. Lawson-Kelleher seconded and the motion carried unanimously.*

- 6. Very Mill Corporation/Robert Clarkson** – This is an application for a Major Site Plan Review of property located on Stow Drive (Map 12, Lot A1.26), approximately 3.1 acres in the Commercial/Industrial zone. Applicant proposes new office and warehouse space for Osterman Propane as well as a 30,000-gallon propane storage tank. This is a public meeting for accepting the submission of the application. It may be followed by a public hearing for approval of the application.

*Pro moved to accept the application as complete enough to open the public hearing for review and consideration for approval contingent upon the following submissions:*

- *Locus Map*
- *Dimensions to abutting structures*
- *Revision Blocks*
- *Chair Signature Line on all pages*
- *Identification of 100-year flood zone (403.2B)*
- *Soils Data Base to be noted on plans*
- *Building Elevations*
- *Any other submissions identified as necessary by the Planning Board upon further review*

*Starbuck seconded and the motion carried unanimously.*

*Del Sesto opened the public hearing.*

Dave Bergeron of Brickstone Masons presented the plans. Robert Clarkson spoke in favor of the application. Bill Murray of Osterman also spoke for the application, as well as Hopewell Budd of Osterman being in attendance (but did not speak to the application).

The original application stated that they were seeking approval for location of only one storage tank and identifying the site for future approval of a second tank. The applicant is now seeking final approval for location of both tanks.

### **Application Summary:**

#### **Introduction**

This application is for a proposed new office and warehouse space for Osterman Propane as well as two new 30,000-gallon propane storage tanks. The primary use of this facility will be warehousing and distribution of propane to customers. This site is located within the Stow Drive industrial park and is surrounded by commercial/industrial uses. The proposed new building will be 1,200 square foot of office space and an attached 2400 SF warehouse.

#### **Propane Storage Tank**

The propane installation will be two 30,000-gallon storage tanks. The tank installation will be a mounded installation consisting of an above ground tanks however the tanks will be completely buried. The tanks will be installed per National Fire Protection Association (NFPA) guidelines. Please see attached report entitled "Prospective Fire Safety Analysis for Proposed Propane Storage Facility" prepared by Richard Lavengood of RELCO Engineering for further information regarding the tank installation and safety analysis.

### **Site Plan**

The proposed site plan places the building and customer parking at the front of the property adjacent to Stow Drive. Customers will park in the front lot adjacent to Stow drive and enter the office area from the parking lot. Customer traffic will not be allowed into the rear storage area.

The propane storage tanks will be located towards the rear of the lot. There will also be space on the lot for the storage of smaller propane tanks that will be delivered to individual propane users. Propane deliveries via tractor-trailer will enter the site and park on the north side of the storage tanks where the connection to off load will be located. The trucks will then continue around the rear of the tanks, and leave the site the way they came. Delivery trucks will load up by parking at the west end of the storage tank and loading.

### **Use Intensity Statement**

**Customer traffic** - Very little customer traffic is expected at this location and will be limited to customers who wish to pay an outstanding bill, request service or repair or request a new propane service. No direct sales of propane or filling of customer supplied tanks such as 20-gallon barbecue grill tanks will be done at this location.

**Traffic** - This is a low intensity use with minimal site traffic. Osterman Propane expects to employ up to 3 office persons, 3 delivery drivers and 2 service drivers generating up to 45 vehicle trips per day. We anticipate only 2 or 3 customer visits per day generating an additional 9 vehicle trips per day for a total of approximately 54 vehicle trips per day.

**Runoff** - Drainage will follow the current drainage patterns and will be handled by two different detention ponds. The existing pond at the front of the site will be used for a portion of the runoff and a new detention pond will be constructed at the low point in the rear of the site. Please see attached drainage report for additional information.

**Utilities** – Water will be supplied to the site by the existing water system in Stow Drive. Sewer will be on site septic. Test pits and perc tests have been done on the lot and the data is attached. Electrical service will be via the electrical utilities available on Stow Drive.

**Traffic** - Five to seven new employees will be hired to staff this location. Osterman will staff the facility with local hires and does not anticipate moving new employees into the area. Therefore there should be a minimal impact to the Chesterfield school system or the municipal system. The building and tank installation will be constructed to national codes for fire protection and public safety.

**Erosion Control** - The site is currently vegetated with small trees and brush and slopes gently towards the existing detention pond and the rear of the property. It appears that it was cleared several years ago and the brush has grown since the site was cleared. The brush and small trees will be cleared and silt fence will be placed around the exterior of the cleared area. The existing storm water pond will be cleaned and the new pond will be constructed at the start of construction to allow settlement prior to storm water leaving the site. A buffer of

trees will remain where possible. No erosion or sedimentation leaving the site is anticipated. No impacts to surface or ground water are proposed.

### **Presentation Summary:**

Easements may be necessary, but will be provided by Clarkson as needed.

The safety details of the site, tanks and gas lines were reviewed by Murray. A Fire Safety Analysis by Osterman's contracted personnel was provided in draft form. The draft was based on one tank and needs to be updated. Del Sesto also identified some facts and figures that he suggested may be subject to correction and clarification relative to "nearby static water supply." The applicant indicated that the information was coordinated with the fire chief.

Lighting was reviewed - the site will be serviced by standard 20' poles, 350 watt 100% full cut-off shoebox lighting fixtures that can be set on a timer to be on during office hours and also come on by motion sensor. There will also be lighting over the doors and overhead doors. Lighting is shown on the plan and on the detail sheet.

There will be a double row of Arborvives planted. The area was heavily logged not too long ago; what remains is second growth, tight and brushy. That will be left as is in the undisturbed areas. The plan shows a tree line 15 to 20 feet from the boundary line.

No individual small propane tanks will be filled onsite.

"Virtually no retail" will take place onsite. That was clarified as no dispensing of propane to the general public. Customers can come in and pay bills, parts sales to licensed businesses, plumbers, heating systems, etc. This is to be included in a revised Use & Intensity Statement.

Water would be used to fight fire at the site. There is no sprinkler requirement for the building.

Pro identified the following information that would be necessary to review prior to a decision on this matter:

- Ten-year calculations
- Drainage Calculations (figures on plans vs. calculation sheets do not match)
- Consideration of additional treatment swale or extended retention for oil released from big trucks may be necessary in such a steep area
- Spot elevation between detention pond 1 and new pond
- Arrows or indicator on plans of drain paths

Applicant stated that there will be no noise from electric motors, pumps, humming, etc. Loading or unloading should be limited to 25 minutes each. Typical operation hours will be between 7:30 a.m. – 5:30 p.m. Monday through Friday. The average truck will have about a 9,500-gallon capacity; the largest will have a 12,000-gallon capacity. About 9 months of the year they will average 1 truckload per day and December – January 2 truckloads per day for trucks hauling out. About 9 months of the year for transport trucks coming in they

expect 2 per week in the beginning and hope for 1 per day eventually; and December – January they expect 3-4 per week (Use and Intensity figures differ slightly). Applicant estimates 100 minutes per day most of the year.

Pro noted that a traffic study was recently conducted for the outlet into Route 9 for this location. Traffic was well below acceptable levels.

The applicant noted also that the drive around the tanks was designed to cut down on backing up (will result in less noise for back-up alarms/beepers).

Pro noted that erosion control was not indicated on the plans with the exception of some silt fencing.

Bergeron stated that Building Elevation Sheets would be submitted prior to the next meeting.

It was noted for the record that Bart Bevis had reported that a third-party review and intervention would be required. The applicant will complete their final safety analysis for submission and review. Prior to a decision by the Planning Board, an independent consultant will be hired by the Town at the applicant's expense.

Four (4) copies of the final safety analysis must be submitted to the Planning Board:

- 1 copy – Planning Board file copy
- 1 copy – to be routed to Bart Bevis
- 1 copy – to be routed to Lester Fairbanks
- 1 copy – to be provided to the independent consultant

The building will be built to NFP 58 – 2011 standards. Specs for lighting will be provided for the file and review. Signage details will be provided for the file and review, and the location must be noted on the plans.

*Pro moved to continue the public hearing to Monday, November 5, 2007 at 7:30 p.m. at the Selectmen's Office. North seconded and the motion carried unanimously.*

## **7. Old Business -**

- Town Site Development Flow Chart – tabled.
- CIP Committee - The Board reviewed the status; Blake has stepped down as chair of the committee. Del Sesto will sign a letter to the Select Board soliciting their input on this matter.

## **8. New Business -**

- Tim Butterworth – Wind Turbines: Email requesting input and review of the Planning Board on a bill regarding wind power. Bob requested that members review the material for discussion at the next meeting of the Planning Board.
- SWRPC Letter to Del Sesto – NH Planning and Land Use Regulations. Del Sesto requested that the PB Secretary ask Carrier to order 10 copies for the Planning Board again this year.

- Scott Coulborn – Del Sesto stated the Coulborn has discovered that he will not have the time necessary to dedicate to the Planning Board at this time and will be resigning. The Select Board will need to assign a permanent replacement. The Planning Board would like to see Blake fill his seat and have the Select Board search for alternates to fill vacancies.
- NH 10-year Transportation Improvement Program – Del Sesto reported that there would be a hearing on this matter on October 23, 2007 at 6:30 p.m. at the Keene Public Library. Funding for the 2009-2018 Program has been cut substantially. This hearing will address the impact on projects in our area.
- OEP Planning and Zoning Conference – Pro voiced his opinion that these conferences are very helpful and informative; he urges all members to try to attend.
- Conceptual Consultations – Del Sesto noted that he was concerned that the Zoning Board of Adjustments had nearly been swayed to grant a variance for the reason that an applicant stated that they had invested substantially due to the Planning Board’s opinions submitted at a conceptual consultation. It is always very clearly stated that conceptual consultations are informal discussions and non-binding on the part of both parties (the Board and the potential applicant). This should not have been considered as a feasible argument; however, if the ZBA allows this as an argument or a valid reason to grant a variance he would like to stop the practice of granting conceptual consultations altogether.

**9. Information –**

- NH OEP – CIP Chapter 6 to be inserted in members’ copies of *The Planning Board in New Hampshire: A Handbook for Local Officials*. PB Secretary has made 10 copies for the Board copies currently in circulation.
- Lincoln Institute – Program 2007-2008
- Government Matters – ESRI: Summer 2007 Edition
- LGC – New Hampshire Town & City: 2007 Final Legislative Bulletin
- APA – CD-ROM Training Packages Brochure
- CEI – Letter announcing their participation in the 2007 LGC Annual Conference
- ISLANDPRESS – Environmental Sourcebook
- LGC – NH Town & City: October 2007 edition

**10. Adjournment**

*Pro moved to adjourn at 10:17 p.m. Starbuck seconded and the motion carried unanimously.*

Respectfully Submitted by:

*Patricia L. Blum, Clerical Secretary*

Approved November 5, 2007:

//s// Robert Del Sesto  
 Robert Del Sesto, Chairman

November 5, 2007  
 Date