

TOWN OF CHESTERFIELD, NH
PLANNING BOARD
MINUTES

MONDAY, NOVEMBER 19, 2007

Present: Bob Del Sesto (Chairman), Valerie Starbuck (Vice-Chair), Steven Pro (Secretary), Susan Lawson-Kelleher, Elaine Blake (Alternate), and Padi Blum (Recorder/Secretary)

Call to Order

Del Sesto called the meeting to order at 7:41 p.m.

Seating of Alternates

Blake was seated in Coulborn's place for all matters this evening.

Review of the Minutes

- November 5, 2007

Blake moved to approve the minutes of November 5, 2007 as submitted. Starbuck seconded, and the motion carried unanimously.

APPOINTMENTS: (7:30 p.m.)

Public Hearings

- Very Mill Corporation/Robert Clarkson – This is a continued public hearing 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 two (2) 30,000-gallon propane storage tanks.

Del Sesto re-opened the public hearing.

Bergeron submitted new plans that included mechanical details, structural detail, and electrical details. Bergeron stated that orientation of the off-loading station must be corrected on the newly submitted plans prior to the fire safety analysis review to reflect the orientation as per site plans to be approved by the Planning Board. The plans (sheet E-2) include a notation that lighting will be on a 7-day timer. A revised Use Intensity Statement has been provided, although there were signature spaces on the cover page provided for the author and for Hopewell Budd of Osterman Propane; the signatures were omitted. Bergeron will provide 4 copies, complete with signatures, for the FSA review.

Del Sesto informed all present that a letter had been drafted and sent to four gentlemen, whose names were provided on a list from the State Fire Marshall's office, requesting quotations for the services required on behalf of the Chesterfield Planning Board to conduct a third-party review. Copies of the letter were handed out to review the expected scope of work that may be necessary and the information solicited from each party. A deadline of 1:00 p.m. on November 21, 2007 was set for receipt of quotations. Del Sesto will collect the responses on that date and the Board will review the quotes and select one candidate to represent the Town in this matter at the next regular meeting of the Planning Board.

The reviewer will be paid by the Planning Board; to be reimbursed promptly by the applicant's representative, Osterman Propane, prior to a review for final approval and signatures by the Planning Board. A full set of final plans and Use Intensity documentation with all required signatures will be provided to the Board. All sheets and revision dates will be recorded, and the necessary documents will be forwarded to the third-party reviewer, Bevis and Greenwood. One copy of all final documentation will be retained in the Planning Board file. Bergeron and the representatives from Osterman agreed to finalize all documentation and provide 4 identical signed sets of the necessary documentation as soon as possible.

There was no public in attendance to comment on this matter.

Starbuck moved to close the public hearing. Pro seconded, and the motion carried unanimously.

Starbuck moved to grant conditional approval for the Very Mill Corporation/Robert Clarkson application for a Major Site Plan Review proposing new office and warehouse space for Osterman Propane as well two (2) 30,000-gallon propane storage tanks contingent upon the following:

- *Receipt of the required modified Use Intensity Statement including the hours of operation as stated to the Planning Board; and*
- *Approval by a third-party independent safety reviewer to be appointed by the Chesterfield Planning Board for compliance with all New Hampshire and Federal Fire Safety regulations (specific terms and conditions listed below):*
 - *The cost of hiring the reviewer will be reimbursed immediately by the applicant or his authorized representative (Osterman Propane).*
 - *A final decision will not be rendered until payment is received by the Chesterfield Planning Board.*
 - *Plans will not be signed until final approval has been decided.*
 - *No site activity may take place until final approval has been granted.*
 - *The Planning Board reserves the right to require changes based upon recommendation of the third-party reviewer and/or state or local safety officials.*
 - *Any substantial changes to the site plan shall require re-application to the Planning Board for Site Plan Modification.*
 - *It is understood by all parties that purchase of the property is purely at the risk of Osterman Propane.*
 - *All Planning Board approvals are contingent upon any and all required permits at federal, state and local level.*

Pro seconded, and the motion carried by majority decision (Blake – yes, Lawson-Kelleher – yes, Pro – yes, Starbuck – yes, Del Sesto – no).

It was noted that when final plans are submitted, 4 paper copies and 1 mylar, with all appropriate signatures, will be acceptable.

- Mortis & Tenon Corp/William Penney/Steve Pro Land Development Services, LLC – This is a continued 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. The matter is currently under review by the ZBA for a decision on requested variance.

Del Sesto re-opened the public hearing. Pro is recused of this matter.

Pro stated that a variance had been granted by the ZBA and requested a continuance of the public hearing.

Blake moved to continue the public hearing to Monday, December 3, 2007 at 7:30 p.m. at the Selectmen's office. Starbuck seconded, and the motion carried unanimously.

Items for Discussion

- Tim Butterworth – Request for Planning Board input on wind turbines:
The House Committee has voted to approve legislation regarding wind turbines, with some ascension. Butterworth is looking for additional support (opposition) when he speaks to the matter on the floor. A copy of the legislation will be provided to the Board for review and Butterworth will attend a meeting to discuss the matter with the Planning Board at that time.
- Town Energy Committee – review of last weeks presentation by John Kondos:
There were no uninformed members present this evening.
- Code Enforcement – Letter from Greenwood re: Zoning Changes:
The letter and all attachments were copied for all Board members to be reviewed and the matter will be discussed at the next meeting of the Planning Board.
- ZBA – Decision re: Mortis & Tenon:
The decision was reviewed; a copy will be retained in the active Planning Board file.
- ZBA – Decision re: United Natural Foods:
The decision was reviewed; a copy will be retained in the active Planning Board file.
- Petition to amend the official zoning map of the Town of Chesterfield from Residential to Office/Retail/Services for 752 Route 63 (Stone House Antiques) Map 5A Lot A25:

Signatures have been verified.

The Board decided that Public Hearings for matters related to Zoning Amendments will be warned, posted and published to be heard on Monday, January 7, 2007 at 7:30 p.m. at the Selectmen's office.

- CIP Committee Status:

This is now in the hands of the Selectmen. McKeon has taken over, and will be assisted by Blake.

- Board Membership Status:

Del Sesto presented Coulborn's resignation to the Planning Board.

Starbuck moved to recommend that the vacancy left by Coulborn be filled by Blake. Del Sesto seconded, and the motion carried unanimously (Blake abstaining).

A copy of Coulborn's resignation will be forwarded to the Select Board along with a memo to be drafted by the Planning Board Secretary informing the Select Board of the Planning Board's recommendation.

- Master Plan – Starbuck presented a report on the status of the Master Plan and a packet for the Board to review. A hearing will be scheduled for January 21st (the Board will hold its regular meeting on the holiday), in order to move forward and have final documents printed and available for distribution at the Town Meeting in March.

Items for Information

- LGC & the Town of Hinsdale – Riggins Rules (A Guideline to Conducting Public Meetings) – December 8, 2007 9:00 a.m. to 11:30 a.m. Pre-register by Nov. 21st.
- 2008 ESRI Business GIS Summit
- LGC – NH Town & City, Nov/Dec 2007 Edition

Other Business

- The Planning Board would like the Secretary to start a list of Ordinances to be reviewed for possible amendments. The issue of front setback/corner lots shall be included.

Items for Signature

- Minutes

The minutes of November 5, 2007 were signed by Del Sesto.

Adjournment

Blake moved to adjourn at 9:52 p.m. Pro seconded, and the motion carried unanimously.

Respectfully Submitted by:

Patricia L. Blum, Clerical Secretary

Approved January 7, 2008:

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

January 7, 2008
Date