

TOWN OF CHESTERFIELD, NH  
PLANNING BOARD  
MINUTES

MONDAY, AUGUST 4, 2008

Present: Susan Lawson-Kelleher (Chair), Stephen Pro (Vice-Chair), Elaine Levlocke (Secretary), Bob Del Sesto, Valerie Starbuck, Brad Chesley (Alternate), Helga Frohn (Alternate), and Padi Blum (Clerical Secretary).

Jon McKeon (Selectmen's Representative) was excused this evening.

**Call to Order**

*Lawson-Kelleher called the meeting to order at 7:25 p.m.*

**Seating of Alternates:**

*Frohn was seated for North, who was absent. Chesley was appointed to take Levlocke's seat when she leaves, as she must be excused early this evening.*

**Review of the Minutes**

- July 7, 2008

*Starbuck moved to accept the minutes of July 7 as amended. Frohn seconded and the motion carried unanimously.*

- July 21, 2008

*Pro moved to accept the minutes of July 21 as amended. Levlocke seconded and the motion carried unanimously.*

**Appointments - (7:30 p.m.)**

- **Conceptual Consultation** - Osterman Propane would like to address the following:
  - retaining wall
  - operation out of a temporary trailer until next year.

*Per Chet Greenwood, Osterman has rescinded their request for a conceptual consultation.*

- **Conceptual Consultation – Frank Underwood:** Site Development to provide parking on a separate lot adjacent to existing business in Commercial zone.

*Levlocke exited the meeting during the discussion and Chesley was seated in her place.*

*This was a conceptual consultation which is informal and non-binding. Minutes are not recorded.*

- **19 Brook Street Realty and Scott Parent** – This is a second continuation of the July 7, 2008 public hearing for a Site Plan Review to address an additional use requested

on approximately 2.56 acres located at 11 Brook Street, West Chesterfield, NH (Map 13, Lot E8) in the Commercial/Industrial zone.

*Lawson-Kelleher re-opened the public hearing.*

Kelleher provided updated information regarding this matter; after speaking to Wally Hergzig, it was determined that the most current site plan for this property is the Stub Thomas site plan. The applicant will meet with Kelleher tomorrow to review what information should be presented at the next meeting. This shall include on a plan drawn to scale, the existing approved parking, the proposed parking (number of parking spots indicated and calculation shown on the site plan), telephone poles, setbacks are to be indicated and distances shown. The applicant has requested continuation and awaits direction from the Board regarding additional submittals that may be required.

*Starbuck moved to continue the public hearing to August 18, 2008 at 7:30 p.m. at the Town Hall. Frohn seconded and the motion carried unanimously.*

- **Giandalone** – Final Submissions for review. Lawson-Kelleher reviewed the final plats and the submissions were determined to be in compliance with the conditions for final approval. The plans were signed.
- **David Gale/Rick Lashway/Mary Jo Gaines-Lashway:** – This is a continuation of the July 21, 2008 public hearing for a Major Site Plan Review to allow construction of a vegetable stand on approximately 1.3 acres located at the corner of Brook Street and Route 9 (Map 13, Lot F15) in the Commercial/ Industrial zone.

*Lawson-Kelleher re-opened the public hearing.*

Gale was in attendance and reported that they are not ready to provide all submissions that are needed for final review and approval. He provided the Board with copies of a septic design that has been submitted for state septic approval. Gale also reported that the access will be 16' wide; it is currently overgrown and encroached upon by vegetation (about 8-9' width). He had no other submissions this evening.

*Starbuck moved to continue the public hearing to August 18, 2008 at 7:30 p.m. at the Town Hall. Pro seconded and the motion carried unanimously.*

### **Items for Discussion**

- Regulations to be reviewed for possible amendments.  
The Board will review regulations and requirements for site plans to hold a discussion at a later date.
- Town Ordinances to be reviewed for possible amendments  
Pro would like the Board to consider looking into the definition of impervious (as it relates to gravel, parking, etc.) and the effects of new technology; “pervious asphalt” is being marketed and its use is being encouraged by NHDES. This is a matter for further discussion down the line.
- The Board would like Greenwood to enforce erosion prevention measures as required by the approved Site Plan Review application at the Osterman Propane site. It

appears that they are not even using silt fencing and runoff is a problem. Blum will relay this to Code Enforcement.

### Items for Information

- Cingular Cell Tower Bond – status of bond for Pine Crest Tower. The bond has been approved and signed by Jon McKeon. The Board reviewed the application and determined that it appears to be in order for final approval and signatures; however, there is no signature on the certification statement on any of the plan sets.

Blum will contact McMannus and arrange for an authorized representative to sign the certification statement before signed plans can be released as approved documents.

- NH Fall Planning & Zoning Conference – Saturday, October 25 at the Mountain Club on Loon Mountain, Lincoln, NH
- Legal Notice – Windham Regional Commission: Public Hearing on the Brattleboro Town Plan on Wednesday, August 20 at 6:15 p.m. at the WRC office in Brattleboro.
- Government Matters – ESRI Summer 2008 edition
- Land Lines – Lincoln Institute of Land Policy July 2008 edition
- ARC News – ESRI Summer 2008 edition

### Other Business

- Planning Board – accommodations in the new Town offices: Board discussion regarding acquisition and installation of PC (must be XP platform), telephone, hardware, etc.

*Del Sesto moved to authorize the Planning Board Chair and Blum to purchase and install a computer system (XP platform with hardware/components), telephone, and any accessories necessary to ensure sufficient filing capability for the Planning Board office. Starbuck seconded and the motion carried unanimously.*

- Information on upcoming matters:

AUGUST 18, 2008 \***This meeting will be held at the TOWN HALL**

NH DOT/Welcome Center – Public Hearing (*Governmental Land Use*) as well as other continued matters. The Town will notice publicly; Doug Graham will have his office send notification to abutters as a joint notification from the State and the Planning Board. Direct abutter notification is a courtesy from the State; it is not required for matters of Governmental Land Use. The public posting will include the continued public hearings as well so that the public is aware that there are other matters on the agenda.

McKeon has requested a discussion on the CIP; this matter will also be included on the public notices and included on the agenda for August 18, 2008.

Val notified the Board that she will be unable to attend this meeting.

### Items for Signature

- July 7, 2008 Minutes
- July 21, 2008 Minutes
- Plans – Giandalone, Cingular

### Adjournment

*Frohn moved to adjourn at 10:15 p.m. Chesley seconded and the motion carried unanimously.*

Respectfully Submitted by:

*Patricia L. Blum, Clerical Secretary*

Approved August 18, 2008:

//s// Susan Lawson-Kelleher  
**Susan Lawson-Kelleher, Chairman**

August 19, 2008  
**Date**