

PLANNING BOARD
Monday, December 19, 2022
Public meeting convenes at 7:00 p.m.
Appointments scheduled to begin at 7:30 p.m.
In person at the Town Offices with a Zoom option for the public.

Present: James Corliss, Joe Parisi, Joe Brodbine, Bob Maibusch, Steve Laskowski, Maria Bissell, James Hancock (alternate), and Fran Shippee. Also present at the meeting was Recording Secretary, Jennifer Keating.

Absent:

Others Present: Dave Bergeron, Ron Rsaza, Dan Syvertsen, Jeff Scott

Call to Order: James Corliss called the meeting to order at 7:01 P.M.

Seat Alternates:

Review of the Minutes

December 5, 2022

Laskowski moved to approve the minutes from December 5, 2022, as amended. The motion was seconded by Parisi and passed unanimously via roll call.

Appointments

Conceptual Consultation – Jeannette Hubert

Jeannette Hubert did not attend and no Conceptual Consultation was held.

Public Hearings

Camp Spofford, Inc. has submitted an application for a Major Site Plan Review for property located at 24 Route 9A, Spofford, NH 03462. (Tax Map 5N, Lot A1) consisting of approximately 17.5 acres in the Commercial/Industrial Zone. This is a public hearing for accepting of the application. It may be followed by a review to grant or deny approval of the application.

The Board reviewed the new plans to see if they were complete enough to review. It was noted C1A does not have a revision block.

Parisi made the motion that the plans were complete enough for review. Laskowski seconded the motion. Motion passed unanimously.

Dave Bergeron, a representative to for the applicant, presented the plan. The project involves three buildings that are on the property. Two of the cabins (the Girls Cabin and the Cooks Cabin/Cabin S) will be torn down as a part of the application. Another building, Building Q, will be renovated and the uses will be changed. The old Girls Cabin will be torn down and a new Family Lodge will be built. There will be no increase in the number of beds on the property

Parisi asked what the motivation for the change is. Bergeron explained that the buildings are older and that the new buildings will have indoor facilities. Dan Syvertsen, the Director of Camp Spofford, said that the motivation is so that the Girl's Staff has additional space in their cabin.

The Cook's Cabin is currently on piers. Bergeron explained that they are planning on taking the building down and cutting the piers, with hopes of not disturbing the shoreline. A permit will be filed for the Shoreline disturbance if needed. An entrance for the new building will be added and tied into the existing walkways.

Bergeron said that there is a question regarding the height of the building. It is built on a slope, it is 30 ft tall on the upper side, and approximately 27 ft from the ground to the eave on the lower side which complies with the Building Ordinances for the town.

The plans include tying in a water line from the Dining Hall. It is tied into a high-capacity well and will have its own storage tank for water on site. The project includes the new building having its own sprinkler system. Bergeron explained that C1A is a new plan – the electric plan that has been added since talking with public works (it will be a buried line).

Parisi asked if the change to the Septic System required DES approval. Bergeron said that they will be going to DES for approval. It will be an even swap on the load of the septic, because it will be the same number of beds serviced by the system. During this project, the capacity for the systems will be looked at to ensure that they are the appropriately sized.

Parisi asked about the new Town Health Regulation in regard to Spofford Lake Waste Water District for Septic Systems. Bergeron said that one of the systems is within the District. Testing and approval is on file Syvertsen said, they are all DES approved. One of the systems will hopefully be upgraded in the future Syvertsen said. The town has not yet requested the pumping records for their systems, Syvertsen noted.

There is a runoff plan to reduce runoff to below the current runoff, Bergeron explained. There will be stone infiltration and a small retention pond. Overall, the plan is to reduce runoff for the site, Bergeron said. Parisi commented that he wonders if 100-year data should now be used for Storm Water Designs. Bergeron said that the state used to be using 25-year data, but now tends to ask for 50-year storm data as well. Bergeron said that the infiltration trench will be about one foot deep, but he commented that it may make sense to make it two feet deep.

Bissell asked about the lot coverage on the existing plan vs. the lot coverage on the proposed plan. Bergeron said that the buildings that will be torn down total 1175 in square footage the new building will have a square footage of 1140 (including the walkways). The proposed lot coverage is very similar to the existing he said.

Bergeron showed the elevation sketches for the new building.

Bergeron presented the erosion control plans that will be put in place.

Corliss asked about the parking changes that will be put in place. Bergeron said that there are currently four parking spaces near Cabin S/the Cooks Cabin. Syvertsen said that grass will be planted in this area. These parking spaces will be moved up next to the new building, an existing parking area will be expanded with four more spaces (they will be gravel).

Parisi asked about the timing of the project. Syvertsen said that the hope would be start demolition and construction in September 2023 with the plan of opening it for the summer of 2024.

Bissell commented that she would like to see the proposed impermeable coverage called out as proposed on the plans. Parisi asked if there could be a table for the existing coverage as well.

Bergeron noted that the site was recently re-surveyed for the first time since 2008 to help ensure that there is not an issue with the impervious coverage. The numbers presented on the plan are the up-to-date information from the survey. Corliss commented that he would like to see those numbers outlined on the plan.

Brodbine asked if a condition of approval might be DES approval of the septic systems. Laskowski commented that there are other controls that would cover that. Bissell pointed out that the septic approval condition was listed on the plan.

Corliss commented that it was difficult to approve the plan without the existing and the proposed lot coverage on the plan. He said that he would like to continue hearing to a meeting until that information can be provided. Bergeron said that that request can certainly be accommodated.

Parisi asked if there is an additional landscaping plan. Syvertsen said not at this time.

Parisi made the motion to continue the public hearing on the Camp Spofford Family Lodge to January 2, 2023. Laskowski seconded the motion. Motion passed unanimously.

Board took a 5 minute break at 8:30pm.

The Town of Chesterfield Planning Board has scheduled a public hearing for the proposed addition to the Zoning Ordinance 304 -Workforce Housing, and the necessary changes to 203.2, 204.2, and 205.2 (Permitted Uses of Zoning Districts). This is a public hearing for submitting the change at Town Meeting. It may be followed by a review to grant or deny approval of the change.

Corliss presented verbiage that suggested:

304 WORKFORCE HOUSING

304.1 Authority This Section, 303 Workforce Housing, is adopted pursuant to the power granted in RSA 674:16 II and RSA 674:21 for innovative land use control. To provide the flexibility needed to achieve the purposes of this section the Planning Board is hereby granted authority to impose standards and conditions pursuant to achieving these purposes. The Planning Board is hereby granted authority to administer this Section.

304.2 Purpose The purpose of this Section is to enable the development of multiple unit “Workforce Housing” in the town of Chesterfield in accordance with the intent of Chesterfield Master Plan to provide important needed housing opportunities for the workforce in Chesterfield.

304.3 Site Plan Review A Site Plan for a proposed Workforce Housing Development including landscaping, buffer zone details, and recreational area details shall be submitted to the Planning Board for review and approval.

304.4 Definition and Scope “Workforce Housing” is a collection of dwelling units intended and operated for occupancy by persons meeting the requirements of RSA 674:58-61.

A. There shall be a maximum of twenty-four (24) dwelling units total in the development. Common areas, laundry rooms, recreational areas, utility rooms, or other nonresidential space shall not count toward this limit.

B. There may be more than one building providing the total number of dwelling units does not exceed twenty-four (24).

C. Buildings shall be a maximum of two (2) stories and not more than thirty-five (35) feet above grade.

D. There shall be a maximum of three (3) bedrooms in any dwelling unit.

E. The Planning board shall insure that covenants are in place to assure the project is used as presented and approved.

304.5 Applicable Zoning Regulations Workforce Housing is allowed only in those Zoning Districts where it is listed as a Permitted Use. Unless otherwise specified in this Section the requirements of the Zoning District shall apply. The requirements of Section 403 Multiple Family Dwellings do not apply to this Section.

304.6 Area Lot Area shall be a minimum of five (5) acres.

304.7 Setback and Yard Requirements No structures, except fences and walls shall occupy any yard areas established by the setbacks listed below. Driveways may cross front setbacks.

A. Front Setback: 50 feet.

B. Side Setback: 50 feet.

C. Rear Setback: 30 feet.

The areas defined by the setbacks shall constitute a buffer zone, the composition of which shall be approved by the Planning Board as part of its Site Plan Review.

304.8 Water Supply and Sewage Disposal Sewage disposal areas and water supplies shall be constructed and maintained by the owners. The design, location and construction of such areas shall be subject to the approval of the NHWSPCC and the Planning Board.

304.9 Utilities All on-site utilities shall be underground.

304.10 Parking A minimum of two (2) parking spaces per dwelling unit shall be provided.

It was noted by Town Council (via email), that the utilities section may need to be changed to accommodate alternative power. Hancock suggested a change to “Water, sewer, and electrical lines should be buried.” Brodbine asked if the section should even be included in the ordinances. Bissell commented that there were RSAs in place that would protect solar. Brodbine commented that this was not a requirement for anything else in town and wondered why it was required now. Parisi said that he would prefer not to have overhead transmission lines so he believes that something should be included in the ordinance. Laskowski asked if it could say “all utility lines” instead of utilities. Corliss summarized that the ordinance could read “All on-site utility lines shall be underground.”

Parisi made the motion to modify the section 304.9 to read “All on-site utility lines shall be underground.” Brodbine seconded the motion. Motion passed unanimously.

Brodbine commented that this change should be made in senior housing as well.

Shippee asked if the board should revisit Commercial Zoning for Senior Housing and Workforce Housing. She said she thinks that there are very appropriate properties in the town that would be excellent sites. Brodbine said he thinks this can be handled with a variance. Ron Rsaza said that as the chair of the economic development committee, he thinks that commercial property could be included, however, he noted that the town has limited commercial area. Laskowski commented that a mixed-use application allows for a campus-like setting that could benefit the town. Parisi said he would like to leave it like it is currently.

Shippee made the motion to add Workforce Housing as an acceptable use for the Commercial/Industrial district. Laskowski seconded the motion. Brodbine commented that this would need to be addressed in the Commercial Zoning section, not in the workforce housing

section. Shippee clarified that it would need to be added to 206.2P. Vote held via roll call, Maisbush, Parisi, Brodbine, and Corliss opposed. Motion denied.

Parisi commented that he had done additional research through Southwest Community Service and it does not appear that three-bedroom units are in high demand. Brodbine said that it was nice to have a maximum number and he thinks three is good. Parisi agrees and said that he feels better informed.

Matt Beauregard, the Code Enforcement Officer, had submitted a comment that the building ordinance be referenced in 304.4-C section. (13.03 HEIGHT OF NEW BUILDINGS - No new structure shall be constructed that would be more than thirty-five (35) feet at its highest point above the natural ground level (“Natural Ground Level” is the ground that is undisturbed prior to the construction process). The maximum building height is thirty-five (35) feet or 2-1/2 stories, whichever is less.). The board noted that it would be better to reference the building code.

Corliss made the motion to change 304.4 to read “Buildings shall be a maximum of two (2) stories and comply with the Chesterfield Building Ordinance.” Brodbine seconded the motion. Motion passed unanimously.

Corliss made the motion to hold a public hearing on the Workforce Housing Addition to the Zoning Ordinance modifications on January 2, 2023. Brodbine seconded the motion. Motion passed unanimously.

The Town of Chesterfield Planning Board has scheduled a public hearing for the proposed addition to the Zoning Ordinance 303.4 – “The Planning Board shall assure that covenants are in place to ensure the project is used as presented and approved”. This is a public hearing for submitting the change at Town Meeting. It may be followed by a review to grant or deny approval of the change.

Brodbine made the motion to approve addition to the Zoning Ordinance 303.4 – “The Planning Board shall assure that covenants are in place to ensure the project is used as presented and approved” for inclusion on the Zoning Ordinance Ballot. Shippee seconded the motion.

Bissell asked if it should be called out as 303.4E. Brodbine said that it is an editorial change in his eyes and would not require another hearing.

Motion passed unanimously.

The Town of Chesterfield Planning Board has scheduled a public hearing regarding the modification to the Zoning Ordinance - 400.1 Required Parking Spaces to remove the verbiage “except senior housing projects may have one (1) space per dwelling unit”. This is a public hearing for submitting the change at Town Meeting. It may be followed by a review to grant or deny approval of the change for the town ballot.

Ron Rsaza commented that this in in reference to conflicting information in the Zoning Ordinances. Hancock asked if there was a way to have additional information on the ballot so that the public could be more educated. Parisi commented that the Meet the Candidates forum is the best way to get the information out.

Shippee made the motion to submit the modification to the Zoning Ordinance - 400.1 Required Parking Spaces to remove the verbiage "except senior housing projects may have one (1) space per dwelling unit" for inclusion on the Zoning Ordinance Ballot. Parisi seconded the motion. Motion passed unanimously.

Items for Discussion

MTG Holdings/River Realty- Conditional Approval

The board reviewed the new plans for the MTG Holdings/River Realty. It was noted that the conditions had been met.

Parisi made the motion that all the conditions had been met. Brodbine seconded the motion. Motion passed unanimously.

The board signed the plans at the meeting.

Senior Housing

It was noted that changes to the senior housing section should be made in order to reflect the Workforce Housing additions and that the board would like to see it be consistent.

Corliss made the motion to hold a public hearing on January 2, 2023, at 7:30pm to modify the Senior Housing Ordinances 303.4C to read Buildings shall be a maximum of two (2) stories and comply with the Chesterfield Building Ordinance" and 303.9 to read "All on-site utility lines shall be underground." Shippee seconded the motion. Motion passed unanimously.

Chesterfield Industrial Park

The Chesterfield Industrial Park has been designated an Economic Revitalization Zone (ERZ) in the past and is currently up for renewal and reassessment.

Parisi said not knowing the criteria, he did not know how to present it appropriately. Laskowski said that it appears to allow the town to offer tax credits. Shippee noted that the Selectboard had seen this application and had referred it to the Planning Board.

Corliss made the motion to recommend to the town that the town should try to preserve the Chesterfield Industrial Park as an Economic Revitalization Zone. Laskowski seconded the motion. Motion passed, Parisi abstained.

Watershed Committee

Hancock noted that he feels that there is a lot of inconsistencies regarding impermeable surfaces and semi-permeable surfaces that have been approved via variance. Brodbine asked for concrete examples. Laskowski stated that this may be a premature conversation because the Watershed Committee has only recently submitted their draft recommendations to the Selectboard that have not yet been approved. Corliss asked if the Selectboard was interested in Planning Board input in the recommendations. Hancock asked if they included semipermeable membranes in the draft. Bissell asked if the Watershed Subcommittee minutes were available online, Hancock helped her locate them.

Items for Information

Stow Drive

Discussion was held regarding the Stow Drive Project that is currently in front of the Zoning Board. Brodbine asked if anyone on the Planning Board knew where the number of parking spaces in the Zoning Regulations was reached. No one on the board knew the history of the ordinance.

Other Business

Items for Signature

The MTG Holdings/River Realty plans were signed at the meeting.

Adjournment

Brodbine moved to adjourn at 9:39 pm. The motion was seconded by Shippee, motion passed unanimously.

The next meeting will be held at 7:00 PM on January 2, 2023, at the Town Offices and virtually.

Respectfully Submitted by:

Jennifer Keating
Planning Board Secretary

Approved by:


James Corliss, Chair

2Jan2023

Date