

**PLANNING BOARD**  
**Monday, January 2, 2023**  
***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, Steve Laskowski, Maria Bissell, James Hancock (alternate), and Fran Shippee. Also present at the meeting was Recording Secretary, Jennifer Keating.

**Absent:** Bob Maibusch

**Others Present:** Leatrice Way, Mark Way, Dave Bergeron

**Call to Order:** James Corliss called the meeting to order at 7:02 P.M.

**Seat Alternates:** Hancock was seated.

**Review of the Minutes**

December 19, 2022

*Parisi moved to approve the minutes from December 19, 2022, as amended. The motion was seconded by Laskowski and passed unanimously via roll call.*

**Appointments**

**Conceptual Consultation – Leatrice Way**

Conceptual Consultations are non-binding on either party and no minutes are taken.

**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.

Dave Bergeron presented the updated plan. It includes the proposed and existing lot coverage, with the new plan reducing the lot coverage around 900 square feet, with approx. 19.4% lot coverage. There will be several changes made to the parking plan that are reflected in the plan.

Bergeron said that the work on the septic system is set to begin in January.

*Hancock made the motion to approve the Camp Spofford plans as presented. Brodbine seconded the motion. Motion passed unanimously.*

Bergeron will print plans to be signed at the next meeting.

**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.

Planning Board – January 2, 2023

The board reviewed the following:

## 304 WORKFORCE HOUSING

### 304.1 Authority

This Section, 304 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 comply with the Chesterfield Building Ordinance.

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 utility lines shall be underground.

#### 304.10 Parking

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

Laskowski questioned if the five acres minimum was confusing depending on the zoning district.

Hancock suggested that:

#### 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.

To be changed to read:

#### 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 Section 304, the requirements of the Zoning District shall apply. The requirements of Section 403 Multiple Family Dwellings do not apply to this Section.

Shippee said that she would like to see NHWSPCC spelled out as the New Hampshire Water Supply and Pollution Control Commission. Corliss commented that “State of New Hampshire” would be more appropriate. The board agreed.

The updated proposal reads:

### **Proposed Addition of Workforce Housing**

203.2 R Workforce Housing, subject to compliance with Section 304

204.2 P Workforce Housing, subject to compliance with Section 304

205.2 L Workforce Housing, subject to compliance with Section 304

## **304 WORKFORCE HOUSING**

### **304.1 Authority**

This Section, 304 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 comply with the Chesterfield Building Ordinance.

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

E. The Planning board shall ensure 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 Section 304, 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 State of New Hampshire and the Planning Board.

#### **304.9 Utilities**

All on-site utility lines shall be underground.

#### **304.10 Parking**

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

*Parisi made the motion to notice the changes to the Zoning Ordinance for Section 304, 203, 204, and 205. Bissell seconded the motion. Motion passed unanimously.*

A public meeting will be held on January 16, 2023, at the Town Offices.

**The Town of Chesterfield Planning Board** has scheduled a public hearing for the proposed modifications the Senior Housing Ordinances 303.4C to read “Buildings shall be a maximum of two

(2) stories and not more than thirty-five (35) feet above grade and comply with the Chesterfield Building Ordinance” and 303.9 to read “All on-site utility lines shall be underground.”

The board discussed the following changes to Section 303, Senior Housing.

Proposed Changes to Section 303, Senior Housing

Current:

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

Proposed:

303.4 C. Buildings shall be a maximum of two (2) stories and comply with the Chesterfield Building Ordinance.

Current:

303.5 Applicable Zoning Regulations

Senior 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.

Proposed:

303.5 Applicable Zoning Regulations

Senior housing is allowed only in those Zoning Districts where it is listed as a Permitted Use.

Unless otherwise specified in Section 303, the requirements of the Zoning District shall apply. The requirements of Section 403 Multiple Family Dwellings do not apply to this Section.

Current:

303.8 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.

Proposed:

303.8 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 State of New Hampshire and the Planning Board.

Current:

303.9 Utilities All on-site utilities shall be underground.

Proposed:

Current:

303.9 Utilities All on-site utility lines shall be underground

*Hancock made the motion to accept and notice for public hearing the proposed modifications to Section 303.4C, 303.5, 303.8, and 303.9. Bissell seconded the motion. Motion passed unanimously.*

## Items for Discussion

### Elections

Being the first meeting of the year, elections were held.

*Brodbine made the motion to nominated Corliss for Chairman. Bissell seconded the motion. No discussion was held. Motion passed unanimously.*

*Laskowski made the motion to nominate Bissell as Vice Chair. Parisi seconded the motion. Motion passed unanimously.*

*Brodbine made the motion to nominate Parisi for Secretary. Shippee seconded the motion. Motion passed unanimously.*

The Officers for the 2023 Planning Board are:

**Chair:** James Corliss

**Vice-Chair:** Maria Bissell

**Secretary:** Joe Parisi

### Items for Information

### Other Business

### Items for Signature

### Adjournment

*Brodbine moved to adjourn at 8:48 pm. The motion was seconded by Hancock, motion passed unanimously.*

The next meeting will be held at 7:00 PM on January 16, 2023, at the Town Offices and virtually.

Respectfully Submitted by:

**Jennifer Keating**

**Planning Board Secretary**

Approved by:

  
**James Corliss, Chair**

17 JAN 2022

**Date**