

PLANNING BOARD
Monday, September 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 Brodbine, Maria Bissell, James Hancock, Bob Maibusch, Steve Laskowski, and Fran Shippee. Also present at the meeting was Recording Secretary, Jennifer Keating. Joe Parisi was present via Zoom.

Absent:

Others Present: Judy Idelkope, Jim Phippard, Jim Larkin, Michelle Phippard, Wendy Pelletier

Call to Order: James Corliss called the meeting to order at 7:00 P.M.

Seat Alternates: James Hancock was sat.

Review of the Minutes

August 15, 2022

Hancock moved to approve the minutes from August 15, 2022, as amended. The motion was seconded by Brodbine and passed unanimously via roll call.

Appointments

Conceptual Consultation – Dexter Thomas Road – Steve Laskowski

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

Public Hearings

Elijah Grace, LLC/Serendipity House has submitted an application for a Change in Use for property located at 22 Glebe Rd, (Map 7, Lots G1 and G2) consisting of approximately 0.89 acres in the Commercial 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.

Jim Phippard spoke on behalf of the Elijah Grace, LLC property. He said that he had spoken with the building inspector, and they would be moving the location of the building with a new set of plans, as well as a change in use from restaurant to retail store.

The board reviewed the plans for completeness.

The application including two waiver requests. Corliss asked the board if they would accept a waiver request for a formal drainage report. Bissell asked about the septic tank and leach field on the new plan and asked if there was a leech field on the property currently. Phippard explained that there is currently an approved septic system, but they would be removing the current grease trap (because it was formerly used as a restaurant). Laskowski asked why *wouldn't* the board want a drainage report, noting that the property has not been touched since 1987 and it would behoove the town to have an updated report. Phippard stated that they will be reducing the lot coverage by nearly 10% and there is no history of drainage problems on the site, so the lot will be more

permeable and therefore should limit drainage issues. Hancock said he thinks that this looks like a lot improvement and better drainage with less tanks in the ground.

Hancock made the motion to accept the waiver request. Maibusch seconded the motion. The motion was passed, six in favor, one opposed.

Parisi commented there was no opportunity for discussion. Corliss gave the board time to discuss and it was voted on again.

The motion was passed, six in favor, one opposed.

The second waiver was for a professional engineer's stamp on the plans.

Hancock made the motion to accept the plans without a professional engineer's plans. Maibusch seconded the motion.

Parisi commented that he thinks that the board would like to have professional look at the plans with a new building being considered on the property.

Motion denied, four opposed, three in favor.

Corliss asked the board if the application was complete enough to review.

Brodbine made the motion that the plan for the Serendipity House was complete enough to review.

Shippee seconded the motion. Motion passed unanimously.

Jim Phippard presented the application. The plan is to remove the existing building, the new building will be moved so that it is more compliant with the zoning regulations. It will also allow for more grass on the site. Currently the total building footprint is over 3,700 square feet, the proposed will be under 3,500 square feet. The septic tank was approved for a restaurant and will be used for a single employee in the store. The current septic tank will be moved, and the grease trap will be changed into a septic tank. The paved parking lots will be repaved. Zoning requires 17 parking spaces, and they are planning for 22. No access to Route 9 is allowed on the property, it will be accessible via Glebe Road. There is an existing well on the property that will service the store. They are proposing to add lighting and a lighting plan has been submitted (wall mounted and pole mounted lights). The parking lot lights will be turned off at night, the wall mounted lights will be left on for security. The store will be open from Thursday to Sunday, 10am to 5pm, with home and garden items and décor items, as well as DIY projects. It is estimated that there will be 30 vehicle trips to the property per day. Landscaping is proposed, with the junipers remaining and a few additional plantings, and a few trees and shrubs in the greenspace.

Jim Larkin, the builder for the property, brought preliminary plans for the building.

Phippard explained that they will be raising the footprint of the building so that the water will be discharged into the greenspace prior to entering a culvert under Glebe Road. Bissell stated that she believes SWPRC reviewed all the culverts prior to repaving Route 9 and that it should be in adequate condition.

Corliss asked about the use intensity statement. He stated that he believes that traffic is a concern. Phippard stated that the Keene Planning Board requires an additional review for over 100 car trips per day, he suggested that this could be included as a threshold for review in the future. Laskowski pointed out that J and J has a much larger impact on the traffic. Corliss stated that it could be a condition subject to the use intensity going forward. Hancock noted that a traffic intensity

study/limit should be something that the town looks at in the master plan. Hancock pointed out that the number of parking spaces does limit the amount of cars that can visit the store at one time.

Bissell asked about the sign and signposts. Phippard said that they plan to build a freestanding sign, but it would be abiding by the regulations. Bissell asked if the board would want to see a copy of the sign to prior to final approval. Michelle Phippard stated that she does not currently have a sign design, but she will use the same size as is currently on the property. Bissell asked that it should be added to the plan, stating what the zoning regulations are. Corliss said that it is useful to have the lighted sign on the plan.

Corliss asked for public comments. He read a letter from an abutter in support of the property.

Corliss made the motion to conditionally approve the Elijah Grace, LLC/Serendipity House application with the conditions that the map and lot numbers be corrected, the sign be noted as a lighted sign, an engineer's stamp be added to the plans, and condition subsequent to approval that a use intensity of over 100 trips per day will require planning board approval. Laskowski seconded the motion.

Hancock states that he thinks the number of parking spaces will limit the number of cars that visit the property and that can be removed from the approval.

Maibusch made the motion to make an amendment to remove the condition that "the condition subsequent to approval that a use intensity of over 100 trips per day will require planning board approval." Laskowski seconded the motion. Amendment passed, six in favor, one opposed.

The new conditional approval reads, to conditionally approve the Elijah Grace, LLC/Serendipity House application with the conditions that the map and lot numbers be corrected, the sign be noted as a lighted sign, and an engineer's stamp be added to the plans. All in favor of the new conditional approval. Motion passed unanimously.

Ellen Wright and Linda Thomas have submitted an application for a Boundary Line Adjustment for properties located at 275 Route 9A and 283 Route 9A, (Map 5K, Lots B5 and B3.1) consisting of approximately 1.69 acres in a residential 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 application for completeness.

Brodwine made the motion that the application for a Boundary Line Adjustment for properties located at 275 Route 9A and 283 Route 9A, (Map 5K, Lots B5 and B3.1) was complete enough for a hearing. Shippee seconded the motion.

Bissell questioned how it could be considered when one of the lots is not called out on the plan.

Corliss

Motion passed, six in favor, one opposed.

Wendy Pelletier presented the plan. She showed that there is existing monumentation on the properties. The new plan will have Ellen Wright and Linda Thomas each owning their own septic systems and driveways (currently this was via a right of way). After the boundary line adjustment, both applicants plan to perform voluntary mergers on the property to decrease the number of lots.

Corliss commented that because it will create a non-conforming lot, the voluntary merger would need to be performed at the same time. Bissell asked about the properties being in the same name.

Hancock asked if the board wanted to conditionally approve the application with the condition that a voluntary merger be attached to the application.

Corliss commented that lots would need to be titled correctly with a voluntary merger submitted with the plans in order to be approved.

Pelletier said she will have the applicants put together a voluntary merger for the next meeting. She asked if they would like to add additional documentation or titling going forward. Corliss commented that he believes that would help.

Bissell asked about parcel A, Pelletier cleared up the question motioning to the map. Pelletier asked about potentially continuing at the October 17th meeting.

Corliss made the motion to continue the public hearing on October 17th at 7:30. Brodbine seconded the motion. Motion passed unanimously.

Items for Discussion

Granite State Auto – Conditional Approval and Review of New Plans

The board reviewed the revised plans that were submitted by Granite State Auto against the conditions from the conditional approval.

Brodbine made the motion that the conditions on the Granite State Auto Application have been met for final approval. Bissell seconded the motion. Motion passed unanimously via roll call.

Voluntary Merger – Benjamin and Allison Wyatt

The Board reviewed the application for the voluntary merger for Benjamin and Allison Wyatt 10A C29 and 10A C28. Bissell pointed out that the lots were not properly notated on the application. Corliss stated that the merger would increase their frontage and the total amount of property, making it more conforming.

Corliss made the motion to deny the voluntary merger, based on the lot numbers being incorrect. Hancock seconded the motion. No further discussion. Motion passed unanimously.

2023 Planning Board Budget

Will be discussed at October 3 meeting.

Rules of Procedure

Will be discussed at October 3 meeting.

Workforce vs. Senior Housing 2023

Corliss informed the board that the new state regulations read that all regulations regarding senior housing will now apply to workforce housing. He stated that he raised the point so that the board can consider it in an upcoming meeting.

Hancock asked what the definition of workforce housing was. Hancock said that he thinks there is some conflicting information regarding the parking lot information.

Corliss commented that the Southwest Regional Planning Committee has grant funds available to help with the regulations that do not require a town match. Corliss said that he would like to pursue the funds. Bissell asked if there would need to be another employee hired by the town to manage this, Corliss stated that this would be an employee through SWRPC and would not be any expense

through the town. Corliss asked the Planning Board if he would be authorized by the board to write a letter expressing the Planning Board's desire to move forward with the funding.

Brodbine made the motion to authorize Corliss to write a letter stating that the Chesterfield Planning Board is interested in pursuing the funds. Shippee seconded the motion. There was no further discussion, motion passed unanimously.

Review of Completeness - Dudek, John J. - Smith, Norman R.D. & Kathleen R. - Route 9 & Stage Rd – Lot Line Adjustment

The Board reviewed the application for completeness. Shippee commented that it appeared the lot was missing a letter on the application (but not the map). The plans are also missing a revision block. Brodbine commented that he would like to see what the original lot line of 7.1 looked like. Hancock pointed out the former property line on the map. Corliss commented that there is not a monument on Route 9.

Brodbine made the motion that the property line adjustment is complete enough to review. Hancock seconded the motion. Discussion was held regarding the completeness, Brodbine withdrew his motion.

Hancock questioned if a voluntary merger should be done prior to the Lot Line Adjustment. He recommends that the lots be merged and then brought up to them after the completed Voluntary Merger. The names and the addresses will need to be corrected prior to the merger and then prior to the boundary line adjustment.

The board found the application non-complete and did not accept it at this time.

Hancock stated that he thinks additional verbiage on the application could clarify the application process.

Items for Information

Wetlands Permit by Notification – Corliss

The board reviewed the Wetlands Permit, with no comments.

Wetlands Permit by Notification – Thomas

The board reviewed the Wetlands Permit, with no comments.

9A/ Code Enforcement

Corliss stated that Matt Beaugard has had questions regarding the 9/A property and he was trying to assist him. If the owners change the site, they should be coming back to the Planning Board so that the town has the information that they need. There are additional issues with drainage, which are not the responsibility of the board at the moment. Corliss does not think that the Planning Board will see much of it, beyond a new plan.

Other Business

Adjournment

Shippee moved to adjourn at 10:17pm. The motion was seconded by Hancock, motion passed unanimously.

The next meeting will be held at 7:00 PM on October 3, 2022, at the Town Offices and virtually.

Respectfully Submitted by:
Jennifer Keating
Planning Board Secretary

Approved by:



James Corliss, Chair

4OCT2022

Date