

**Chichester Planning Board
Minutes of Meeting
Thursday January 6, 2021**

Members Present: Stanley Brehm (Chair), Michael Williams (Vice Chair), Richard Bouchard (ex-officio), Tom Houle, Tom Jameson, Allen Mayville, Dr. Kevin Mara, DV M. and Kristy Jobin, Secretary.

Others present: Ronald & Ashley Salvatore, Jodi Grimbilas, Julie Raposa, Donna Chagnon, Doug & Lorna Ross, Carol Hendee, Jill and Julio Dutra, Lisa Healy, Russell Blaney, Lucille Noel, Wendy O'Rourke, Jason Falardeau, John Rahill, Brady Jezewski, and other members of the public.

Mr. Brehm called the meeting to order at 6:30pm

Mr. Brehm appointed alternate member Dr. Mara, DVM. as a voting member for the meeting.

Approval of minutes for December 16, 2021-

Mr. Brehm and Mr. Williams brought forth proposed changes of the minutes including a typo, and the change to clarify that the survey stamp was missing for the CMAF site plan and not the wetland stamp.

Mr. Jameson made a motion and Mr. Williams seconded to approve the minutes for December 16, 2021, with the mentioned changes. **Motion passes.**

Public Hearing-DBU

Property Owner: Adam Towne

Location: Dover Road, Map 4 Lot 151-B

Engineer: Jon Rokeh

Mr. Rokeh presented the new plan with a whole new layout for the parcel. He stated he has incorporated a bridge so there will be no wetland impact. He will still need to apply for an Alteration of Terrain permit (AOT). The Helipad is completely out of the residential area and all in the commercial zone. He stated that there will be no night flying.

Mr. Boyjajian stated that he was recently involved in training on how to put in a helipad. There are many factors for landing and take off including winds and terrain. Mr. Boyjajian stated that he feels that DBU is just telling the Board that they going to fly over the commercial zone, but probably won't.

Mr. Rokeh stated the intention is to only fly over the commercial area of Town.

Mr. Rokeh stated that this new plan involves subdividing the parcel so a new application for that will need to be made.

Mr. Brehm stated that a TRC will need to be completed for this new plan, before being added back for another public hearing.

Mr. Rokeh stated that he plans to submit a new plan for the January 31st TRC meeting so he can be on the March agenda.

Public Hearing-Proposed Zoning Amendments 2022

Mr. Brehm opened the public meeting.

Ms. Salvatore stated that she wished there were more notices for the Planning Board. She asked if the abutters in the node were noticed.

Mrs. Jobin stated that all abutters in the node were noticed via certified mail.

Mrs. Salvatore asked if it was possible to send notices to the entire town when an application was made to the Planning Board in the nodes.

Mr. Brehm stated that the Town must follow RSA, and all noticing requirements are met. Additionally, the town could not ask an applicant to pay for that.

The Board went through the proposed changes, one by one. Some changes were made including correcting a typo in the square footage of 1/2 buildable acre.

With no additional questions, Mr. Brehm closed the public hearing.

The Board voted on each item individually to move forward to the ballot:

- To expand the Town Center Village District to the following map and lot numbers: map 8, lot 2; map 8, lot 1; map 5, lot 94; map 5, lot 93; map 5, lot 92; map 5, lot 61; map 5, lot 60; map 5, lot 55, in accordance with the map prepared by Central New Hampshire Regional Planning Commission (CNHRPC) and entitled: POTENTIAL MAIN STREET ZONE MAIN STREET AND ROUTE 28 INTERSECTION CHICHESTER.

Mr. Bouchard made a motion and Mr. Houle seconded to move this proposed zoning to the ballot.

Motion passes.

- To amend Section 2.04.a.iii to change the minimum lot size in the Town Center from one acre to one acre with one half buildable acre (21,780 square feet).

Mr. Houle made a motion and Mr. Jameson seconded to move this proposed zoning to the ballot.

Motion passes.

- To amend Section 2.04.a.iii to change the phrase “Building Lot Frontage” to “Lot Frontage.”

Mr. Bouchard made a motion and Mr. Houle seconded to move this proposed zoning to the ballot.

Motion passes.

To amend Section 2.04.a.v by revising the second foot note by indicating that the note does not pertain to “Prohibited Uses” as described in Section [2.04.a.vi](#). Dr. Mara made a motion and Mr. Houle seconded to move this proposed zoning to the ballot. **Motion passes.**

- To amend Section 2.04.a.v by indicating that the following uses must have 21,780 square feet of buildable land per unit: single family homes; duplex residential; townhouses (attached single family); and elderly housing. Mr. Houle made a motion and Mr. Jameson seconded to move this proposed zoning to the ballot. **Motion passes.**

To amend Section [2.04.a.vi](#) by removing “Restaurants over 1,000 square feet,” and “banks over 1.000 square feet” from the list of Prohibited Uses. Dr. Mara made a motion and Mr. Houle seconded to move this proposed zoning to the ballot. **Motion passes.**

- To amend section 3.05 by removing the described area, frontage, and yard requirements are replacing it with the following text:
“Refer to the requirements for each zoning district, as described in this Ordinance, for area, frontage, and yard requirements.” Mr. Houle made a motion and Dr. Mara seconded to move this proposed zoning to the ballot. **Motion passes.**
- To indicate that signage is permitted in the Commercial Village District and indicate that requirements and permitting process is the same as signage in the CI/MF zone. Mr. Jameson made a motion and Dr. Mara seconded to move this proposed zoning to the ballot. **Motion passes.**
- To replace references to “Code Enforcement Officer” with “Building Inspector.” Dr. Mara made a motion and Mr. Houle seconded to move this proposed zoning to the ballot. **Motion passes.**
- To add a new section to Section 3.07 to allow, with permit and describe requirements for, directional, traffic, or safety signage within the CI/MF and Commercial Village district zones. Mr. Bouchard made a motion and Mr. Houle seconded to move this proposed zoning to the ballot. **Motion passes.**
- To amend the definition of BUILDABLE AREA/BUILDABLE LAND by renaming the term as BUILDABLE LAND and providing an example for what buildable land would be for a half-acre. Mr. Bouchard made a motion and Mr. Jameson seconded to move this proposed zoning to the ballot. **Motion passes.**
- To add a definition for “SIGN” as follows: “Any words, lettering, figures, numerals, emblems, devices, trademarks, or trade names, or any combination thereof, by which anything is made known, and which is designed to attract attention or convey a message.” Dr. Mara made a motion and Mr. Jameson seconded to move this proposed zoning to the ballot. Mr. Williams, opposed. **Motion passes.**
- To add a definition for “SIGN, TEMPORARY” as follows: “A sign not intended or designed for permanent display” with conditions and conditions to be set by the Selectmen. Mr. Williams made a motion and Mr. Bouchard seconded to move this proposed zoning to the ballot. **Motion passes.**

- To conduct formatting and citation revisions, as needed. Mr. Bouchard made a motion and Mr. Williams seconded to move this proposed zoning to the ballot. **Motion passes.**

Great Meadow Campground-Site Plan Revocation

The Board discussed a letter received from the Board of Selectmen requesting the Planning Board move forward and start the process of a Site Plan Revocation.

Mrs. Jobin explained to the Board that the campground has had ample time to update their site plan as ordered by the Board of Selectmen over a year ago and just recently missed their last proposed deadline, made by their attorney in December. She stated this only starts the process and the Board will be presented with documentation prior to the public hearing.

Mr. Williams made a motion and Dr. Mara seconded to move forward with the Site Plan Revocation process for Great Meadow Campground (Operating under Marsh Pond, LLC.) located at 78 Dover Road, Map 4 Lot 156. **Motion passes.**

Update of Fees Schedule-

Mrs. Jobin presented a proposed fee schedule to the Planning Board for Planning fees. She stated that she did research on surrounding Towns along with others throughout the state. She stated that the fees needed to be slightly increased in some areas and new fees created for a Conditional use permit, Scan fee and Technical Review Committee escrow added.

The Board reviewed the fees and agreed.

Dr. Mara made a motion and Mr. Williams seconded to recommend to the Board of Selectmen to adopt the fees as presented. **Motion passes.**

CMAF-Discussion on survey stamp

Mr. Brehm explained that CMAF Enterprise, LLC. 178 Dover Road, Map 3 Lot 12 was granted conditional approval for a site plan in November of 2021. The Board did ask for a survey stamp to be added as a condition. The plan has wetlands delineated with a wetland stamp. This site plan used an old survey from 2001 and the surveyor is unable to restamp the new plan due to the amount of time that has passed. Mr. Brehm asked the Board if everyone was comfortable with waiving the survey stamp due to the fact no expansion or change will be done to the parcel.

Mr. Houle made a motion and Mr. Bouchard seconded to waive the survey stamp for the final approval of the site plan for CMAF Enterprise, LLC. 178 Dover Road, Map 3 Lot 12. **Motion passes.**

Adjournment- Having no further business, a motion was made by Mr. Houle and seconded by Mr. Bouchard to adjourn the meeting at 9:23pm. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Secretary

Chairman, Stanley Brehm

Not approved until signed