

**Chichester Planning Board  
Minutes of Meeting  
Thursday July 13, 2023**

**Members Present:** Andrea Deachman (Vice Chair), Richard Bouchard (Ex-Officio), Sanford Way, Russell Blaney, Corie St. Germain, Frank Swirko, and Kristy Jobin (Planning Coordinator).

**Others present:** Rhonda Gelinas, Billy Gelinas, Tim Ordway, Stephen Cote, Chris Guida, and other members of the public.

Ms. Deachman called the meeting to order at 6:30pm

**Approval of Meeting Minutes-**

Mr. Bouchard made a motion and Mr. Way seconded to approve the meeting minutes of June 8, 2023. **Motion passes.**

**Public Hearing-Lot Line Adjustment**

**Owner:** Tina and Chris Drew, Stephen & Lauren Cote

**Location:** Map 1 Lot 1 & Map 4 Lot 171-A, Lovers Lane/Lane Road/Short Falls Road

**Engineer/Surveyor:** Fieldstone Land Consultants, Chris Guida

Mr. Guida presented the lot line adjustment for the Drew's and Cote's. Mr. Guida explained that the Drew's previously tried to subdivide but were not successful with a variance. They are now looking to adjust the lot line to add 2.38 acres to the Cote's parcel, leaving 10.651 acres remaining.

Mrs. Jobin stated that she reviewed the plan and found it to be complete. She also indicated that after the lot line adjustment the lot will still have the required buildable area.

Mr. Bouchard made a motion and Mrs. St. Germain seconded to find the application for lot line adjustment complete. Roll call vote. Bouchard, aye. Way, aye. Blaney, aye. Swirko, aye. St. Germain, aye. Deachman, aye. **Motion passes.**

Mr. Bouchard made a motion to find no regional impact and Mr. Swirko seconded. Roll call vote. Bouchard, aye. Way, aye. Blaney, aye. Swirko, aye. St. Germain, aye. Deachman, aye. **Motion passes.**

Mr. Bouchard made a motion and Mr. Way seconded to approve the lot line adjustment as proposed. Roll call vote. Bouchard, aye. Way, aye. Blaney, aye. Swirko, aye. St. Germain, aye. Deachman, aye. **Motion passes.**

**Public Hearing-Conditional Use Permit, Home Occupation**

**Owner:** Rhonda and Billy Gelinas

**Location:** Map4 Lot 58-F2, 25 Short Falls Road

Mrs. Gelinas came before the Board to present a plan for a CUP-Conditional Use Permit for a Home Occupation to allow for a daily operation of serving the local communities pizza via delivery. Her business is Flame Mobile Pizza which is an outdoor brick oven operation. She stated that it would be Pizza and appetizers with delivery and no pickups from customers. This is a family run business, and they plan on her or her daughters delivering as well as using delivery services such as grubhub, slice and doordash. She stated she will have to get approval from the State of NH for food service and plans to install a 3-day sink, a portable grey tank and have a refrigerator in the garage for storage of food. She stated that they purchased restaurant equipment from a closing restaurant and have stainless steel countertops with a portable kitchen in two portable trailers. She would like to operate the business from Tuesday-Thursday 11:00am-7:00pm and Friday and Saturday from 11:00am-9:00pm totaling 44 hours a week. She stated this would likely be seasonal business in the summer and fall.

Mrs. St. Germain asked her if she knew of any other pizza home businesses.

Mrs. Gelinas stated that they would be the first in the State.

Mr. Way made a motion and Mr. Blaney seconded to find the application complete. Roll call vote. Bouchard, aye. Way, aye. Blaney, aye. Swirko, aye. St. Germain, aye. Deachman, aye. **Motion passes.**

Mr. Bouchard made a motion and Mr. Swirko seconded it to find no regional impact. Roll call vote. Bouchard, aye. Way, aye. Blaney, aye. Swirko, aye. St. Germain, aye. Deachman, aye. **Motion passes.**

Mrs. St. Germain read from the zoning ordinance section 3.06 Home Occupations: Any occupation that is customary, incidental, and subordinate to the use of the premises as a dwelling unit. She stated her concern for running a pizza delivery service 44 hours per week as well as the All-Start business in the garage may be more than subordinate or incidental.

Mr. Bouchard stated his concern for the traffic on the gravel road and that they may get beat up with all the traffic from deliveries.

Mr. Gelinas stated that his business is a starter component-based business fixing alternators and starters and he has been doing that at the location for 20+ years.

Mrs. Jobin stated her concerns. She stated that she did not find pizza deliver subordinate or incidental, especially being another home occupation already on the property. She recommended that if the Board chose to approve the CUP, that mitigation factors be put into place to protect the gravel road, such as the applicants being responsible for the road maintenance over and above the typical maintenance or contributing an agreed amount of money to the grader budget line.

The Board was not inclined to put mitigation factors in place at this time, so Mrs. Jobin urged the Board to do a one-year approval, instead of a five-year approval so that the Town could evaluate the needs for maintenance before issuing another permit.

Mr. and Mrs. Gelinas initially stated they would be willing to pave that portion as their extended family-owned Advanced Paving but then indicated they were not in agreement with any mitigation and stated they should not be responsible for the road due to it only being approximately 1/8 of a mile and the Town didn't maintain it anyway. They stated they have been snowed in for days and couldn't leave their property.

Mrs. Jobin asked if they reported that to the Town, which they indicated yes. She also noted that the Town contracts Advanced to plow all of the gravel roads.

Mr. Bouchard made a motion and Mr. Blaney seconded to grant conditional approval from one year of start of operation with the following:

Applicant must obtain all state permits for food licensing.

Only food cooked in the brick oven will be permitted.

Delivery service only, no customer pickup is authorized.

There must be a review of the road with potential road maintenance agreement before the permit can be renewed.

Grey water tank must be pumped by a licensed professional.

No sign is authorized at this time.

Plan for CUP must be updated with all requirements and location of all business items.

Roll call vote. Bouchard, aye. Way, aye. Blaney, aye. Swirko, aye. St. Germain, aye. Deachman, aye. **Motion passes.**

**Conceptual Discussion-Tim Ordway, Map 4 Lot 144 located at 18 Smith Sanborn Road**

Mrs. Jobin stated that she asked Mr. Ordway to come before the Board to discuss whether a site plan was needed to build a cold storage building on his residential property that sits in the commercial zone. She reported the timeline that Mr. Ordway called for a building permit, a site visit was done by the Building Inspector Mr. Hodge and a subsequent phone call with Mr. Ordway. She stated that it was reported to her that David Ordway, Mr. Ordway's father stated to the Mr. Hodge while on the site visit that they have logs delivered which they process and sell for \$300-\$325 per green/dry cord. Mrs. Jobin pulled up a google image of the property which indicated an entry from Colman Concrete's property where the logs are delivered. Mrs. Jobin stated that this seemed to be a commercial logging operation and as such a site plan would need to be done.

Mr. Ordway reported to the Board that he was not selling wood and was only processing wood for personal use and denied that his father said otherwise.

The Bored told Mr. Ordway that he would be able to run a business on the lot, but he would require a site plan to do so.

Mr. Ordway denied selling any wood on his property and stated that his father sells wood on a different property.

Mrs. Jobin asked if his father processed that wood on his property or his own. Mr. Ordway indicated that his father tows the processor to his own property to process and sell his own wood there.

Mr. Ordway stated that he would only be processing wood for his own personal use, which the exception of the few cords of wood he donates to a family member.

The consensus of the Board was to allow Mr. Ordway to move forward with a building permit, as long as he was not processing and selling wood on his property for sale.

**Adjournment-** Having no further business, a motion was made by Mr. Way and seconded by Ms. Deachman to adjourn the meeting at 8:13pm. Roll call vote. Deachman, aye. Bouchard, aye. Way, aye. Blaney, aye. St. Germain, aye. Swirko, aye.

**Motion passes.**

Respectfully submitted,

Kristy Jobin, Planning Coordinator

Vice Chairman, Andrea Deachman

Not approved until signed.