

Chichester Planning Board
Minutes of Meeting
Thursday April 4, 2023

Members Present: Thomas Jameson (Chair), Andrea Deachman (Vice Chair), Richard Bouchard (Ex-Officio), Sanford Way, Russell Blaney, John Healy, and Kristy Jobin (Planning Coordinator).

Others present: Jon Rokeh, Frank Swirko, William & Rhonda Gelinas, Joyce Lemay, Katherine Shamel, Russ Ricker, Mary Jane Ricker, Matt Crannell, Jamie LeBlanc, John Feeny, Dawn Marshall, Lucille Noel, Ron Lesieur, and other members of the public.

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

Mr. Jameson appointed Mr. Healy a voting member for the meeting.

Approval of Meeting Minutes-

Mr. Bouchard made a motion and Mr. Blaney seconded to approve the meeting minutes with minor changes. Roll call vote. Bouchard, abstain. Deachman, abstain. Jameson, aye. Blaney, aye. Way, aye. Healy, aye. **Motion passes.**

Heritage Commission-

Ms. Noel, Ms. Marshall, Ms. Lemay, and Ms. Shamel came before the Planning Board to discuss making an addition to the demolition permit. The Commission proposes adding wording requesting the property owner work with the Commission to document historic buildings before demolition, allowing them to take pictures. This would be a voluntary process and not mandatory.

Mrs. Jobin stated that altering the building permit would need to be added as a warrant article to be voted on at Town Meeting. In the mean time she suggested that a pamphlet be created to hand out with the building permit and put at public buildings.

The Heritage Commission agreed that they would create a pamphlet now and then possibly bring it forward to the warrant in the fall if needed.

Conceptual Discussion- Gelinas, Short Falls Road-Map 4 Lot 58-F2

Ms. Gelinas came before the Board to discuss a proposal she would like to move forward with and wanted to determine if a Conditional Use Permit was needed.

Mrs. Jobin stated that she did receive an application which was not completed and had instructed Ms. Gelinas that a full application needed to be submitted. Before doing so, she wanted to be sure it was necessary to complete the CUP. Mrs. Jobin stated that it is her recommendation that a CUP is completed for the proposed use.

Mrs. Genlinas stated that she is proposing a delivery pizza service from her home on Short Falls Road. She and her family have a small business that consists of a wood burning pizza oven that they used for catering and fairs in the past. They would like to make the pizzas using their trailer on their property and either deliver or use a delivery service. There would be no pickup offered, so no customers would

be coming to the property. She has been in touch with the State to gain food service approvals to find out what needs to be completed. They are proposing potential hours of 11am-7pm Tuesday-Thursday and 11am-9pm on Fridays with some potential hours on Saturday.

Mr. Jameson stated that he did have concerns regarding the business operating on the weekends.

The consensus of the Planning Board is that a (CUP) Conditional Use Permit is needed for the proposed home occupation.

Continued Public Hearing-Site Plan Amendment

Applicants: Sunborn Realty, LLC for Advanced Auto

Location: 254 Suncook Valley Road, Map 9 Lot 134A

Engineer: Jon Rokeh

Mr. Rokeh came before the Board with an updated plan for an amended site plan for Advanced Auto. The applicant proposed to expand the allowed uses for the site to include being able to rent the existing apartment above the dealership and also to be able to tent a garage bay for a third-party mechanic. The owner w. d remain the sole owner of the property and the apartment and garage bay would strictly be a rental. A provision for three addresses for the property is also requested. Mr. Rokeh brought back and updated the plan for review.

After some review the Board noted some conditions of approval.

Mr. Blaney made a motion and Mrs. Deachman seconded to grant conditional approval to Sunborn Realty, LLC with the following conditions: A note added to the plan that the property owner is responsible for their tenant to obtain a business permit, a (CO) Certificate of Occupancy is required for the existing apartment, D.O.T.'s physical changes need to be made an a updated driveway permit after completion. Roll call vote. Jameson, aye. Deachman, aye. Bouchard, aye. Blaney, aye. Healy, aye. Way, aye. **Motion passes.**

Continued Public Hearing-Conditional Use Permit-Home Occupation

Applicants: Russell Ricker for Termiflex

Location: 239 Bear Hill Road, Map 6 Lot 37

Russ and Mary Jane Ricker came before the Planning Board to propose a CUP Conditional Use Permit for a home occupation in their garage. The proposed business is the assembly and testing of computer controllers with a proprietary operating system and applications. They have two employees and currently occupy 1250 sq ft. 1 bay garage that they wish to move to their home. The business creates no noise or traffic with only two employees, and they drop off shipments at FedEx. They do not want a sign at this time, however they were notified that if they change their mind, they will have to obtain a permit from the building inspector.

Mr. Bouchard made a motion and Mr. Blaney seconded to find no regional impact for the proposed CUP. Motion passes.

Mr. Bouchard made a motion and Mr. Blaney seconded to approve the requested waivers made by the applicant. Motion passes.

Ms. Deachman made a motion and Mr. Blaney seconded to approve the application for a Conditional Use Permit-Home Occupation, for Map 6 Lot 37. Roll call vote. Jameson, aye. Deachman, aye. Bouchard, aye. Blaney, aye. Healy, aye. Way, aye. **Motion passes.**

Public Hearing-Conditional Use Permit-Home Occupation

Applicants: John Feeney, Happy Pups Grooming

Location: 144 Kaime Road, Map 9 Lot 80

Mr. Feeny presented his proposed plan for a (CUP) Conditional Use Permit for a home occupation for the continued use of a dog grooming salon. He had recently taken the business over and was not aware that the business was not permitted.

Mrs. Jobin stated that after a neighbor complained about an unpermitted business, she sent a letter to Mr. Feeney which was responded to quickly. He soon after submitted the application for the CUP.

Mr. Feeny is proposing Tuesday-Saturday from 8:00am-5:00pm with no boarding. At this time, the business is only operating a few days a week, but he would like to expand in the future.

Ms. Deachman made a motion and Mr. Way seconded to accept the application as complete. Motion passes.

Ms. Deachman made a motion and Mr. Blaney seconded to find no regional impact. Motion passes.

Mr. Blaney made a motion and Mr. Way seconded to accept the waivers requested. Motion passes.

Mrs. Jobin stated that his sign is currently out of compliance and will need a new sign permit from the building inspector, which should be a condition of approval.

Mr. Blaney made a motion and Mr. Healy seconded to grant conditional approval for Map 9 lot 80 with the following conditions: New sign permit obtained from the building inspector. Roll call vote. Jameson, aye. Deachman, aye. Bouchard, aye. Blaney, aye. Healy, aye. Way, aye. **Motion passes.**

Adjournment- Having no further business, a motion was made by Mr. Blaney and seconded by Ms. Deachman to adjourn the meeting at 8:03pm. Roll call vote. Jameson, aye. Deachman, aye. Bouchard, aye. Blaney, aye. Healy, aye. Way, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Planning Coordinator

Chairman, Tom Jameson

Not approved until signed.