

**Lancaster Planning Board  
Minutes of Meeting**

**Meeting held upstairs in Town Hall**

**Wednesday – October 12, 2016**

The meeting was called to order by Chairman Mark M. St. Pierre at 6:30PM Followed by the Pledge of Allegiance.

**Initial Business:**

**Roll Call:**

Regular Members:

**Present:** Chairman Mark St. Pierre, Vice Chairman Mark Frank, Andy Nadeau, Ben Southworth and Justin Carter.

**Absent:** Selectmen's Representative Leo Enos and Rusty Scott.

Alternate Members:

**Present:** Penny Noyes

**Absent:** Don Doolan, Greg Westcott, Barbara Peaslee Smith and Rick McCarten.

**Others attending:** Planning/Zoning Coordinator Benjamin Gaetjens-Oleson & Douglas J. Copson.

**To review and approve the minutes of the September 14, 2016 meeting.**

**A motion was made by Mark Frank and seconded by Justin Carter to approve the minutes as written. A vote was taken and the motion carried.**

**Appointment(s):** None.

**Submission of Application(s):**

**Minor Subdivision:**

**Case # 788 – Douglas J. Copson** – Applicant requests a minor subdivision to divide 1 lot consisting of approximately 20.11 acres with frontage on Prospect Street into two lots. Said minor subdivision will result in lot 1 – 16.38 acres and lot 2 – 3.73 acres. Land zoned Agricultural. (Tax Map R26 – Lot 035 (20.11 acres). Prospect Street). **Review application for completeness.**

Applicant Douglas Copson spoke and said that he originally brought this plan before the Lancaster Planning Board in 2007 for a preliminary review but never continued to receive a formal approval. The plan layout is the same as was presented then, other than some additions required for the new submission requirements. The surveyor, Gardner Kellogg, added the required elements to bring the plan and application into compliance with the current subdivision submission requirements.

**A motion was made by Andy Nadeau and seconded by Justin Carter to accept the application as complete. A vote was taken and the motion carried.**

**Public Hearing(s):**

**Minor Subdivision**

**Case #788 – Douglas J. Copson** – Applicant requests a minor subdivision to divide 1 lot consisting of approximately 20.11 acres with frontage on Prospect Street into to lots. Said minor subdivision will result in lot 1 – 16.38 acres and lot 2 – 3.73 acres. Land Zoned Agricultural. (Tax Map R26 – Lot 033 (20.11 acres), Prospect Street). **Vote on final approval.**

Chairman St. Pierre opened the Public Hearing. He asked if the applicant had anything further to add. Mr. Copson explained he had the smaller lot available for sale for a long time. There had been no interested buyers for several years until just recently. Now with a potential buyer the subdivision he preliminarily presented in 2007 now requires a formal approval.

Andy Nadeau asked if this plan was the same that was presented to the Planning Board in 2007. Mr. Copson stated it was. Mr. Nadeau also asked if the driveway for the smaller lot was approved by NH DOT and if the lot would accommodate a septic system. Mr. Copson explained there was a driveway permit and there was perc test information on the map. Benjamin Gaetjens-Oleson stated the plan received NH DES Subdivision approval in 2007. Mr. Nadeau asked if that approval was still good. Mr. Gaetjens-Oleson replied that as far as he could determine the approval was still in effect.

Mark Frank stated there was some information lacking on the plan that would need to be added if approved. Mr. Nadeau agreed there were some edits required. Mr. Gaetjens-Oleson stated these changes could be placed as conditions to the approval.

With nothing further to add from the applicant Chairman St. Pierre asked if there were any abutters who wished to speak to the case. Noting there were none present he then asked if anyone from the public wished to speak to the case. Noting there were none the Public Hearing was closed with discussion opened only to the Planning Board.

Mr. Nadeau outlined the edits and omissions required on the plan. They included adding the setback lines to the newly added property separation, correcting the inaccurate Tax Map and Lot numbers on the plan, correct the Plan number for the Rizzo subdivision referenced in the Notes and add the property line for that Plan and update the owner information. He also requested the digital CAD or GIS file of the plan be provided to add to the Town's digital tax maps. Mr. Gaetjens-Oleson explained he would request Mr. Kellogg provide him with a draft of the revised plan so he could ensure all the required changes were complete.

With nothing more to discuss Chairman St. Pierre called for a motion for Final Approval.

**A motion was made by Andy Nadeau and seconded by Justin Carter to accept the plan for final approval with the conditions that all the errors and omissions discussed and identified be corrected on the final plan and mylar and the digital file of the plan in a format compatible with our tax maps be provided. A vote was taken and the motion carried.**

**Other Business:**

**Commercial Building Permit(s):**

Eversouce for an addition to their existing garage on North Main Street.

Varsity Wireless for construction of the previously approved telecommunications tower.

**Voluntary Merger(s):** None.

**Recent Zoning Decision(s):**

None, however a case will be brought to the Zoning Board at their next meeting which will be November 2 instead of October 26. This change was to accommodate the applicant who could not make the 10/26 meeting or find a representative to present their request. It will be for an Area Variance in the Agricultural District.

**Announcement(s)/Correspondence(s):**

Mr. Gaetjens-Oleson presented a plan for a small project Attorney Phil Waystack presented to him earlier in the day. He would like to reconfigure his existing parking at the law office on Main Street. It would require some grading and expansion of the existing area. Mr. Gaetjens-Oleson was seeking the Board's thoughts on whether they felt this should go to Site Plan Review or could it be handled administratively as a Commercial Building Permit.

Mr. Nadeau felt more information concerning the amounts and direction of runoff would be

required but believed the decision could be left to Mr. Gaetjens-Oleson. After further discussion the Board felt Mr. Gaetjens-Oleson could review the request and approve it but they are requiring Mr. Waystack provide information on the amounts and direction of the pre and post construction stormwater runoff. The parking plan should provide for no increase in runoff, into the current catch basin or beyond the property lines. Some other stormwater containment may need to be considered such as a small containment and infiltration swale.

Mr. Gaetjens-Oleson also notified the Board that the Volunteer Appreciation Dinner would be November 16 and notices were being sent out.

Noting that there was nothing further to come before the meeting a motion was called for to adjourn.

**A motion was made by Andy Nadeau and seconded by Mark Frank to adjourn. A vote was taken and the motion carried.**

Respectfully,

Sandra E. Doolan – Clerk

Approved:

Mark M. St. Pierre - Chairman

DRAFT