

**Lancaster Planning Board
Minutes of Meeting**

Meeting held upstairs in Town Hall

Wednesday – December 9, 2015

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

Initial Business:

Roll Call:

Regular Members:

Present: Chairman Mark M. St. Pierre, Selectmen's Representative Leo Enos, Andy Nadeau, Ben Southworth and Justin Carter.

Absent: Vice Chairman Mark Frank and Rusty Scott.

Alternate Members:

Present: Don Doolan and Rick McCarten.

Absent: Greg Westcott, and Penny Noyes.

Others attending: Surveyor Tim Sutherland, Attorneys Phil Waystack and Jonathan Frizzell, Harry Hikel, Reverend Rick Boydon, and Planning/Zoning Coordinator Benjamin Gaetjens-Oleson.

To review and approve the minutes of the November 4, 2015 meeting.

A motion was made by Leo Enos and seconded by Justin Carter to approve the minutes as written. A vote was taken and the motion carried.

Appointments: None

Public hearing:

Major Subdivision:

Case # 781 - Isaac & Mara Hicks – Owners/applicants request approval to subdivide 1 lot consisting of approximately 9.01 acres off Spring Street into seven lots. Said major subdivision will result in Lot 1 – 1.01 acres, lot 2 – 1.38 acres, lot 3 – 1.08 acres, Lot 4 – 1.05 acres, lot 5 – 1.30 acres, lot 6 – 1.17 acres and lot 7 – 1.01 acres as well as create a private road to service said lots. Land zoned Residential. (Tax Map R09 – Lot 055 (9.01 acres), 14 Spring Street). **Application Deemed Complete 10/14/15. Vote on Final Approval.**

Surveyor Tim Sutherland explained the required engineered plans have not been completed yet. He is requesting an extension from the Board in order to ensure appropriate time is allowed for the plans to be created. He has submitted a formal, written extension request to Planning/Zoning Coordinator Benjamin Gaetjens-Oleson. He stated that he hoped to have the information ready for the January or February meeting. After some discussion it was decided that the public hearing would be postponed until January 13, 2016 at 6:30PM at the Lancaster Town Hall. If the plans are not available then an additional postponement until February would be allowed.

Submission of Application/Public Hearing:

Technical Subdivision/Lot Line Adjustment:

Case # 785 – Christ United Methodist Church of Lancaster, NH & 133 Main St. LLC – Applicants request a Technical Subdivision/Lot Line Adjustment to adjust various lot lines between two abutting parcels off Main and Church Streets in Lancaster with Christ United Methodist Church of Lancaster, NH conveying approximately 0.04 acres to 133 Main Street, LLC. No new lots to be created. Land Zoned Central Business District-Middle Sub District. (Tax Map P06 Lot 044 (0.54 acres), 135 Main Street, Tax Map P06 Lot 045 (0.51 acres), 133 Main Street). **Review Application for Completeness. Vote on Final Approval.**

Surveyor Tim Sutherland presented the plans to the Planning Board. He stated that a few years ago when the church subdivided the parsonage house from the church lot, Church Street was officially dedicated to the Town of Lancaster as a public road. This created a small pie shaped piece of land on the north side of Church Street belonging to the church but adjacent to 133 Main Street, LLC's land. Due to this visitors to 133 Main Street would actually have to travel across the small piece of the church's land to get in the parking lot of 133 Main Street. This small piece of land is the subject of the request to be conveyed to 133 Main Street. The lack of parking for the church and their many activities was mentioned. Attorney Phil Waystack of 133 Main Street, LLC stated that during his non-business hours visitors to the church property would be welcome to use their parking area. He does plan to do some upgrades to the existing parking lot in the near future. Mr. Sutherland stated that the plan presented is in accordance with the new Zoning Regulations.

A motion was made by Andy Nadeau and seconded by Leo Enos to accept the application as complete. A vote was taken and the motion carried.

Chairman St. Pierre opened the Public Hearing by asking if there were any abutters or members of the public who wished to speak to the case. Noting there were none the Public Hearing was closed with discussion opened only to the Planning Board.

With no further discussion a motion was called for to accept the plan for final approval.

A motion was then made by Justin Carter and seconded by Leo Enos to accept the plan for final approval. A vote was taken and the motion carried.

Other Business:

Commercial Building Permit(s): None

Voluntary Merger(s): None

Recent Zoning Decision(s): None

Announcement(s)/Correspondence(s):

Benjamin Gaetjens-Oleson explained there was a disagreement on the new property lines of the Wyman/Hill lot line adjustment as presented to the Board. Mr. Wyman understood there was an additional corner approximately 30' from another. As the detail was so small he didn't notice the error until the pins were being placed. As such a corrected plan was prepared by the surveyor and as it was a minor change that didn't affect the purpose and intent of the original approval Mr. Gaetjens-Oleson approved it administratively. Mr. Gaetjens-Oleson provided the Planning Board with a detailed map with the correction on it. The Board did not have any issues with the change or the decision.

Mr. Gaetjens-Oleson passed around the 2016 meeting schedule.

Mr. Gaetjens-Oleson announced which Board members would be up for re-appointment in March, 2016. Those members are Justin Carter, Greg Westcott, Penny Noyes and Rick McCarten. He explained they needed to submit a letter to the Board of Selectmen requesting reappointment.

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

A motion was made by Leo Enos and seconded by Andy Nadeau to adjourn. A vote was taken and the meeting adjourned at 6:50 P.M.

Respectfully,


Sandra E. Doolan – Clerk

11/13/16
Approved:

Mark M. St. Pierre - Chairman