

**Lancaster Planning Board  
Minutes of Meeting**

**Meeting held upstairs in Town Hall**

**Wednesday – February 10, 2016**

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

**Initial Business:**

**Roll Call:**

Regular Members:

**Present:** Chairman Mark M. St. Pierre, Vice Chairman Mark Frank, Selectmen's Representative Leo Enos, Ben Southworth and Rusty Scott.

**Absent:** Andy Nadeau and Justin Carter.

Alternate Members:

**Present:** Don Doolan, Greg Westcott and Penny Noyes.

**Absent:** Barbara Peaslee-Smith and Rick McCarten.

Others attending: Planning/Zoning Coordinator Benjamin Gaetjens-Oleson.

**To review and approve the minutes of the January 13, 2016 meeting.**

**A motion was made by Rusty Scott and seconded by Mark Frank 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 10/14/2015. Vote on Final Approval.**

Benjamin S. Gaetjens-Oleson informed the Board that the information required by the Board still has not been submitted. He stated the extension the Board gave the applicants was until February and he would like to allow one more month for the applicants to submit what was requested and required. The Board felt there has been ample time to prepare and submit the necessary engineering plans and would not like to continue prolonging the process. With that it was decided to begin the Public Hearing to consider the proposal.

Chairman St. Pierre opened the Public Hearing by asking if the applicant wished to speak or present anything. Noting the applicant or their agent were not present Chairman St. Pierre asked if any abutters or members of the public wished to speak. Noting there were none present 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 made by Leo Enos and seconded by Mark Frank to deny Final Approval based on the failure to provide the necessary plans and information required by the Lancaster**

**Planning Board. A roll call vote was taken with Regular Members Leo Enos, Rusty Scott, Ben Southworth and Mark Frank voting to deny the plan for Final Approval and none voting against. The motion carried.**

**Other Business:**

**Commercial Building Permit(s):**

Congregational Church to convert a first floor room to a kitchen to replace kitchen in basement.

Rialto Theater to construct a small theater in the store-front next to the existing theater and placing another marquee on that part of the building.

**Voluntary Merger(s):** None

**Recent Zoning Decision(s):** None

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

The next meeting will be on the first Wednesday on March 2 due to Town Meeting.

Penny Noyes, Greg Westcott, Rick McCarten and Greg Westcott each have their terms expiring this year. Penny has already submitted her letter seeking reappointment. Any of the others who wish to remain should submit a letter to the Selectboard requesting their reappointment be considered.

February 22 is the date registration for the Spring Planning and Zoning Conference opens.

**Other business:**

Donald Doolan asked what became of the idea to decrease setbacks in the Agricultural District and increase road grade. He was curious if those issues would be brought for vote at Town Meeting.

Mr. Gaetjens-Oleson apologized and stated that he has not followed through as promised and prepared the discussed amendments. He continued to explain the road grade issue was from the Subdivision Regulations and would be voted on by the Planning Board and could be done still this year. The setbacks is from the Zoning Ordinance and would have to wait until 2017 Town Meeting.

It was also mentioned the Master Plan was almost 5 years old and maybe should be reviewed for updating. Mr. Gaetjens-Oleson offered to choose specific chapters to review at upcoming meetings. The first review will be at the April meeting. At the March meeting Mr. Gaetjens-Oleson will prepare a draft script of how to operate a public hearing.

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

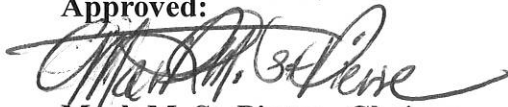
**A motion was made by Ben Southworth and seconded by Leo Enos to adjourn. A vote was taken and the motion carried.**

**Next meeting will be first Wednesday of March, 03/02/16.**

Respectfully,

*Sandra E. Doolan*

Sandra E. Doolan –Clerk

Approved: <sup>2-2-16</sup>  
  
Mark M. St. Pierre - Chairman