

**Lancaster Planning Board  
Minutes of Meeting**

**Meeting held upstairs in Town Hall**

**Wednesday – September 14, 2016**

The meeting was called to order by Chairman Mark M. 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, Vice Chairman Mark Frank, Selectmen's Representative Leo Enos, Andy Nadeau, Ben Southworth and Justin Carter.

**Absent:** Rusty Scott.

Alternate members:

**Present:** Greg Westcott, Don Doolan and Rick McCarten.

**Absent:** Penny Noyes and Barbara Peaslee-Smith.

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

**Chairman Mark M. St. Pierre moved alternate Donald Doolan up to voting member in place of Rusty Scott.**

**To review and approve the minutes of the August 10, 2016 meeting.**

**A motion was made by Leo Enos and seconded by Andy Nadeau to approve the minutes as written. A vote was taken and the motion carried.**

**Appointments:** None.

**Submission of Application(s):** None.

**Public Hearing(s):** None.

**Other Business:**

**Review Master Plan:**

Planning/Zoning Coordinator Benjamin Gaetjens-Oleson stated that he has continued to look over the Master Plan and didn't feel that there was anything really big that needed changing. He hopes the Board can continue to review the chapters as time allows and make minor amendments for future adoption after it has all been reviewed. He did choose two chapters to look over tonight-Chapter 2 (Housing) and Chapter 9 (Present & Future Land Use).

**Housing:**

Mr. Gaetjens-Oleson stated the data referenced in the current chapter will need to be updated when brought for adoption but he wanted the Board to review the chapter's priorities and objectives. He stated he chose the Housing chapter due to the recent passing of the Accessory Dwelling Unit statute. He explained he felt the Town's regulations were already in compliance as they allow for multiple dwelling units on a lot but he will review the law closer to see if there is anything further to add.

Allowing cluster development as a way to allow a developer to subdivide floodplain or valuable

agricultural land was discussed. The Board did not want to take this out of the chapter but did not want to make a specific ordinance about it either. The references to density bonuses in the chapter and how they are determined was mentioned. Mr. Gaetjens-Oleson explained density and bonuses for certain conditions; elderly housing, open space preservation, etc. was a zoning issue and currently the only way to receive more density would be by a variance. There is no ordinance allowing it by right.

Although Main Street zoning has been addressed with the Form Based Codes other parts of Town should be reviewed to allow for the different housing needs.

**Present and Future Land Use**

Cluster development is also addressed in this priority. There currently are some guidelines in the Subdivision Regulations for cluster development but inclusion in the Zoning Ordinance would also be beneficial due to minimum lot size and density issues. Changes making the standards more specific and intensive but not mandates should be reviewed.

It was stated that some subdivisions have never been developed and it was asked if they could be rescinded. Mr. Gaetjens-Oleson explained many of those subdivisions aren't undeveloped, they just haven't sold the created lots. A subdivision could be rescinded if there was some approved infrastructure (roads, water, sewer, etc.) that wasn't completed as agreed or in the time limits approved. It was asked what would trigger such an instance and Mr. Gaetjens-Oleson answered it would be an enforcement issue with the rescission process conducted according to State statute. It does require a public hearing similar to the ones required for subdivision approval.

**Commercial Building Permit(s):**

Mike and Keith Kopp for interior renovations of the old Kilkenny Building.

**Voluntary Merger(s):** None

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

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

Mr. Gaetjens-Oleson stated all the solar panels were installed and the Chlorinator Building and Transfer Station arrays would be running by next week. He explained the town crews have done an excellent job working on them and saving the town a lot of money along the way.

The Summer St. project is expected to be constructed next summer.

Mr. Gaetjens-Oleson also stated that there will be a program on Tiny Houses sponsored by the Friends of Weeks Memorial Library. It will be held at the Lancaster Town Hall on October 19 at 7:00PM.

Noting no further business to come before the meeting a motion was called for to adjourn.

**A motion was made by Don Doolan and seconded by Leo Enos to adjourn. A vote was taken and the meeting adjourned at 7:50 P.M.**

Respectfully,

  
Sandra E. Doolan – Clerk

Approved: 10/12/16  
  
Mark M. St. Pierre - Chairman