

**Lancaster Planning Board
Minutes of Meeting**

Meeting held in Lancaster Town Hall second floor Wednesday October 13, 2021

The meeting was called to order at 6:30 PM by Chairman Andy Nadeau followed by the Pledge of Allegiance.

Initial Business:

Roll Call:

Regular Members:

Present: Chairman Andy Nadeau, Maggie Jones and Mark M.E. Frank

Absent: Vice Chairman Justin Carter, Selectmens' Representative Leon Rideout, and Mark St. Pierre..

Alternate Members:

Present: Greg Westcott, Don Doolan and Vicki Gibbs.

Absent: Rick McCarten and Alternate Selectmens' Representative Troy Merner.

Others attending:

Clerk Sandra Doolan and Land Use Coordinator Robin Irving.

Chairman Nadeau appointed Alternate Members Greg Westcott, Vicky Gibbs and Don Doolan as full voting members for the meeting due to the absence of Regular Members Justin Carter, Leon Rideout and Mark St. Pierre.

The board discussed how repeated absences and non-participation of certain board members, especially those who have missed more than 3 meetings in a row, affect progress and contiguity of the Board meetings. Chairman Nadeau stated that he would check with Rick McCarten to see if he wanted to continue.

Chairman Nadeau introduced the new Land Use Coordinator Robin Irving replacing Benjamin Gaetjens-Oleson.

Appointment(s): None

Public Hearing(s):

Minor Site Plan

Case #825 – All Saints Catholic Church – Owner & Applicant requests approval to construct a partially enclosed pavilion on existing concrete slab which previously supported temporary classrooms. The pavilion will be used for Church functions in order to open up greater opportunities to serve the community. Land Zoned Central Business District-Middle (Tax Map P06 Map 039, 1.99 acres, 161 Main Street). **Review application for completeness. Vote on Final Approval.**

At this time Chairman Nadeau read the Case information. Because he was presenting Case #825 to the Board, he appointed Regular Member Mark M.E. Frank as Acting Chairman. Chairman Nadeau recused himself at 6:37 P.M.

Chairman Nadeau gave a brief update on the project. A slab was constructed 3 years ago to put the modular building on it for Mt. Royal Academy. Mt. Royal has since moved to another site and the All Saints Church, when the modular building is removed, would like to leave the slab there to eventually put up a pavilion. The Mt. Royal project originally came in as a 2-phase project and was

approved by the Planning Board. The Church has been using the modular for some functions but now want it removed. Mr. Nadeau stated some of the things that they might like to do but nothing is final nor being submitted for approval yet. Further, the Church is not submitting a building permit. Once things are finalized, the Church will need to have a site plan review and a building permit. Currently the Church is only asking to keep the concrete slab.

Greg Westcott asked who actually owns the slab and Mr. Nadeau stated that he thought Mt. Royal Academy did. Mr. Nadeau iterated that they are not asking for a construction permit.

Vicki Gibbs stated that maybe the Board could approve the application with time constraints.

Mr. Nadeau said that if no construction is being planned or approved right now, they could cover the slab so that it wouldn't have vegetation growing all over it causing it to look bad for the Church area and the neighbors.

There are minor water, sewer, lighting and parking issues that would need to be taken care of; most issues have been addressed. It was also noted that there hadn't been any past issues with run-off.

Robin Irving provided an e-mail that was received on the afternoon of the Planning Board meeting from Jill Colby who is the Administrator at the Mr. Royal Academy stating that they had not heard from the company who was to move the building and apologized for the delay. Acting Chairman Mark M.E. Frank stated that all the Board is concerned with is permission to retain the slab in its existing spot.

Robin Irving asked why wasn't it raised by Mt. Royal as an amendment to the conditions of their original site plan, then the Church would submit their own site plan when they were ready to build, rather than the Church submitting an application requesting to amend the conditions of someone else's plan. Greg Westcott asked if it would be better to just wait until the building was gone and then revisit the project.

Andy Nadeau stated that they could have done nothing and waived the conditions.

Vicki Gibbs stated that Mt. Royal was told that they had to remove the building and that seems to be the issue.

Discussion ensued on the project that was presented, noting that sketches were provided for an enclosed building that were only hypothetical. A motion was called to approve the application and waive the condition and retain the slab or deny.

The meeting was opened to the Abutters. There were none.

The meeting was opened to the Public. There were none.

The meeting was then open only to the Planning Board.

A motion was made by Vicki Gibbs and seconded by Maggie Jones to approve the application for completeness with conditions that within 2 years from this time (October 13, 2021) if nothing is done, to grant a waiver and to revisit the application. A vote was taken and the motion carried with one abstention.

Chairman Nadeau returned to the Board at 7:27 PM

It was asked who would be looking after follow-up issues and Ms. Irving stated that she is working on enforcement procedures and how to implement them.

Other Business:

Preliminary Conceptual Consultation(s): None

Commercial Building Permit(s):

Consolidated Communications – new roof

Riverside Campground – storage units

7 Stone Street – renovations to inside of house

Weeks Medical – MRI building

It was asked if Weeks were coming to the Board for a Site Plan for this. Ms. Irving said that she would check with Ben on this. Many things have happened before she came on board.

Recent Zoning Decision(s):

Joel Dupuis applied for a variance for his Auto Trailer business and got approved. He is also coming in with a Site Plan.

Training Topic(s)/Material(s) None

Announcement(s)/Correspondence(s):

There was a letter in the packet regarding Transmission Line Rebuild/Alteration of Terrain Permit mainly an FYI to the Board.

Other Business as may legally be brought before the meeting.

Don Doolan asked if the person building at the end of Depot Street had a building permit and he did not see one anywhere on the building.

Maggie Jones asked about the process of moving alternate members up to regular members. There was some discussion and Robin and Andy stated that they would get more details on it. The Chairman asked if any of the Alternate members would like to move up to fill the vacancy of Rusty Scott. Vicki Gibbs said that she would be interested in doing so.

A motion was made by Mark M.E. Frank and seconded by Don Doolan to appoint Alternate Member Vicki Gibbs to a Regular Member to fill the vacancy left by Rusty Scott. A vote was taken and the motion carried.

(Chairman Nadeau and Robin Irving will further explore the procedure that needs to go to the Board of Selectmen)

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

A motion was made by Greg Westcott and seconded by Mark M.E. Frank to adjourn. A vote was taken and the motion carried.

Respectfully,

Sandra E. Doolan - Clerk

Approved:

Andy Nadeau - Chairman