

**Lancaster Planning Board
Minutes of Meeting**

Meeting held Upstairs in Town Hall

Wednesday January 13, 2021

The meeting was called to order at 6:30 PM by Vice Chairman Justin Carter. Roll call was taken followed by the Pledge of Allegiance.

Initial Business:

Roll Call:

Regular Members:

Present: Vice Chairman Justin Carter, Selectmen's Representative Leon Rideout, and Mark M. St. Pierre.

Absent: Chairman Andy Nadeau, Mark M. E. Frank, Rusty Scott and Penny Noyes.

Alternate Members:

Present: Don Doolan, and Maggie Jones.

Absent: Vickie Gibbs and Greg Westcott.

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

Vice Chairman Justin Carter presided over the night's meeting due to the absence of Chairman Andy Nadeau. Vice Chairman Carter appointed Alternate Members Don Doolan, and Maggie Jones as regular voting members for tonight's meeting due to the absence of Regular Members Penny Noyes, and Mark M. E. Frank.

Review and approve the minutes of the December 9, 2020 meeting.

A motion was made by Mark M. St. Pierre and seconded by Don Doolan to approve the minutes as written. A vote was taken and the motion carried.

Appointment(s): None.

Application Submissions(s)/Public Hearing(s): None.

Other Business:

Preliminary Conceptual Consultations(s): None.

Commercial Building Permit(s): None.

Recent Zoning Decision(s):

- Denied: Debanne Stone for a Use Variance concerning Article 5.02, "Placement of a Manufactured Home in the Commercial District" (Depot Street, Tax Map P05-Lot 060). Benjamin Gaetjens-Oleson explained the location of the lot being considered on Depot Street. He listed the concerns the Zoning Board had with the request which led to the denial. Don Doolan asked about the size of the lot. Mr. Gaetjens-Oleson answered that the lot was about 7,500 square feet which is less than the minimum lot size but explained it could be built on because it is an already established building lot. Mr. Doolan asked if it could connect to Town water and sewer and Mr. Gaetjens-Oleson answered yes.

Training Topic(s)/Material(s): None.

Announcement(s)/Correspondence(s):

- Brenda Stewart-Building Permit Request for Construction on a Class VI or Private Road. Mr. Gaetjens-Oleson explained the location of the lot being considered and stated it was not beyond any other already developed lot on that section of Stebbins Hill. He stated the Selectboard and Planning Board need to approve the permit and a Liability Release Waiver needs to be signed by that applicant and recorded at the Registry of Deeds outlining the Town does not take care of the road and is not responsible if services cannot reach the house due to the condition of the road. Mr. Gaetjens-Oleson also stated a decision should be made based on whether approval would create scattered development. Hedid not feel this was the case as the lot was no further down the Class VI section of Stebbins Hill Road than the other homes.

A motion was made by Don Doolan and seconded by Maggie Jones to approve the Building Permit for Brenda Stewart as presented. A vote was taken and the motion carried.

- Review Subdivision Regulations
- Review Site Plan Regulations
Mr. Gaetjens-Oleson stated he thought the beginning of the year would be a good time to review the Planning Board Regulations to not only review for themselves but also to identify areas for possible improvement based on previous cases. He asked the Board if they wanted to continue to review them even with the low turnout or if they wanted to take the next month to review them closely and discuss at the February meeting. Maggie Jones answered she would like to wait and the rest of the Board agreed.
Mr. Doolan explained he was concerned with issues such as when wetlands delineations were required in our regulations they might not always be done by a wetlands scientist. He felt a wetlands scientist should always be the one providing this but thinks sometimes a surveyor is completing it and they would not always have the expertise to know where the wetlands were. He stated he knew there was an extra expense but felt the developer should expect it and the Board should always require it. Mr. Gaetjens-Oleson agreed and explained he has seen the Board take different sides over the years that he attributes to the development climate. He continued saying when there is not much development and an applicant may have greater risk the Board may be more inclined to waive things but when development is strong, such as now, the Board is less likely to waive a lot of things because the applicant is more apt to capitalize on the development quicker.
Mr. Doolan stated he has seen times when an applicant is required to provide something with their request and have not been happy because they state their neighbor, who previously requested a similar thing at an earlier time, did not need to do the same. Mr. Gaetjens-Oleson agreed this could be a problem which is why he appreciates an applicant meeting with the Board for Preliminary Consultations and also with Department Heads if deemed necessary. This way every detail can be considered and submission requirements can be identified prior to a formal application.
- Master Plan Update.
Mr. Gaetjens-Oleson informed the Board the Master Plan Update process was being suspended until at least April. He explained he had discussed the issue with the Selectboard and Planning Board Chairman as well as the Town Manager and they agreed. He continued stating that due to the continued COVID situation he was unable to provide the proper assistance to the Committee that he felt they needed and deserved and in an effort to not discourage and lose them he felt this was the best strategy. He also explained that the pandemic is also limiting public participation which he didn't think a

teleconferencing platform could correct. He has informed the Committee and is hoping the time will give him an opportunity to catch up and recreate the new path forward.

- 2021 Meeting Schedule.

Mr. Gaetjens-Oleson stated the full schedule was in the Board's packets and it should show that all meetings are on the second Wednesday this year except for March which is on the first Wednesday due to Town Meeting.

Selectmen's Representative Leon Rideout arrived at 6:50 PM after attending the Budget Meeting.

Other business as may legally be brought before said meeting.

- Mr. Doolan stated he often reviews minutes of other community's meeting minutes and he feels Lancaster is doing things well.

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


A motion was made by Mark M. St. Pierre and second by Maggie Jones to adjourn. A vote was taken and the meeting adjourned at 6:55 P.M.

Respectfully,



Benjamin S. Gaetjens-Oleson,
Clerk Pro Tem

Approved: 02/10/2021



Justin Carter,
Vice Chairman