

**Lancaster Planning Board  
Minutes of Meeting**

**Meeting held upstairs in Town Hall**

**Wednesday February 12, 2020**

The meeting was called to order at 6:30 PM by Chairman Mark M. E. Frank followed by the Pledge of Allegiance.

**Initial Business:**

**Roll Call:**

**Regular Members:**

Present: Chairman Mark M. E. Frank, Vice Chairman Andy Nadeau, Selectmen's Representative Leo Enos, Rusty Scott, Justin Carter and Mark M. St. Pierre.

Absent: Penny Noyes

**Alternate Members:**

Present: Greg Westcott, Shane Bettie, Don Doolan and Maggie Jones.

Absent: Garrett Savard.

**Others present:**

Planning/Zoning Coordinator Benjamin Gaetjens-Oleson, Austin Turner and Eamon Moran.

**At this time Chairman Mark M. E. Frank appointed Alternate Members Greg Westcott to full voting member for the night's meeting in the absence of Penny Noyes.**

To review and approve the minutes of the January 8, 2020 meeting.

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

**Appointment(s):** None.

**Application Submission(s)/Public Hearing(s):**

**Major Site Plan Review:**

**Case #814 -Aubuchon Realty Company, Inc. -** Applicant/Owner requests approval to construct a separate, approximately 9,100 square foot commercial building on their property that is also home to an existing hardware store. Additional improvements would be completed, including relocating one greenhouse, upgrades to parking area, landscaping and installation of stormwater management systems. A waiver to allow less than the recommended parking spaces is also being requested. Land zoned Commercial/Industrial. (Tax Map R04 – Lot 032 (4.18 acres), 15 Bridge Street). **Review Application for Completeness. Schedule Public Hearing.**

Eamon Moran, representing Aubuchon Hardware, introduced himself and reminded the Board he had been before them in 2015 when they redeveloped the Currier Dealership property into an Aubuchon Hardware. He then introduced Austin Turner of Bohler Engineering to explain the proposal.

Mr. Turner presented the Board with plans that showed all the proposed improvements. He explained they were proposing to construct an approximately 9,100 sq. ft. building to be leased to another commercial/retail business. The current driveway entrances would be utilized and new stormwater management systems would be installed. Mr. Turner did explain they have had preliminary conversations with DOT concerning the curb cuts. They do plan to do substantial improvements on much of the parking lot and are adding landscaping along the roadway frontage and the eastside of the property by the Historical Society. Mr. Turner feels he is meeting the requirements for landscaping and buffers. Unloading of product will occur along the west side of the building allowing trucks to enter through one driveway and exit through the other without a lot of maneuvering. Proposed operating hours will be from

8:00 AM to 10:00 PM, 7 days a week. They plan to install LED lights on the building and utilize an already existing pole and possibly add another. All lights will be LED and on timers to go off one half hour after closing. Only necessary security lights will remain on all night.

Chairman Mark M. E. Frank asked if the Fire Department was aware of the proposal. Benjamin Gaetjens-Oleson explained that all the Department Heads were invited to a meeting with Mr. Moran and Mr. Austin and all but the Police Chief were in attendance. The Fire Chief did not indicate any issues at the time and all have copies of the application and plans. Mr. Moran also explained he is aware the lighting on the site is a concern for the neighbors and he wants to be sure he is as sensitive as possible to their wishes. He would welcome any input from the Board. Mr. Gaetjens-Oleson did inform the Board that all required public noticing was done. Rusty Scott explained he is an abutter and is certainly concerned with the lighting and hopes they will be on a timer. Chairman Frank did ask Mr., Scott if he felt he needed to recuse himself as he is an abutter. Mr. Scott felt he could offer a non-biased opinion and would remain on the Board for the case. All in attendance, including the applicant, agreed.

It was asked if any trees along the boundary with the Historical Society would be removed. The answer was no and that more would be added. It was asked if there was any assessment for hazardous materials on the lot. Mr. Moran explained they do a full assessment of each property they purchase and did so on this one in 2015. Nothing was found. Mr. Turner explained the traffic flow for the lot would not be an issue and explained they wish to seek a variance for less parking than recommended. He stated a parking assessment was completed that justified that request and a copy of the assessment is included in the packet.

Vice Chairman Andy Nadeau asked who the ultimate tenant would be. Mr. Turner explained there was not one identified but several have been in discussions with Mr. Moran. Mr. Turner continued by explaining no contract with a lessee would be able to be executed until they received an approval which is another reason why any potential business cannot be confirmed. Vice Chairman Nadeau stated that he felt the Planning Board should know who potential lessees would be as it may effect how they pursue their decision. Mr. Gaetjens-Oleson stated that it is not necessary for the Board to know who the ultimate tenant would be. The use is listed as retail and that is a zoning issue. If the tenant does not fit within the allowed use Mr. Gaetjens-Oleson would have to address it through the Zoning Board. He also explained that just because the Board based a decision on the knowledge of an identified tenant it did not mean that tenant would be there forever. If they left then the space could be filled without seeking approval from the Planning Board which is why that specific subject is irrelevant to the Board.

Greg Westcott asked if there would be enough parking spaces. Mr. Turner explained they are very comfortable with the number and that on rare occasions when more might be necessary there is other space for parking but they did not want to stripe the whole parking lot.

Mr. Gaetjens-Oleson explained the Board's only role tonight was to ensure everything they needed and that was required to consider the request was submitted. He stated he felt they were getting too much detail which should be part of the public hearing. He asked the Board if they felt anything was missing. Chairman Frank asked about cut sheets for any lights to be installed. Mr. Gaetjens-Oleson also felt there needed to be more work on the building design, plan for delivery traffic and location on the plan of new free-standing lights.

Donnie Doolan asked if the approved plan would be recorded at the Coos County Registry of Deeds. Mr. Gaetjens-Oleson answered that the plan is not recorded but the Notice of Decision referencing plans being available in the Planning Office is recorded. Mr. Gaetjens-Oleson then listed the additional information that needed to be submitted before the Public Hearing:

- New building rendering with more compatible features
- Plan for delivery traffic
- Cut sheets for exterior lighting
- Location of any new free-standing lights on the plans.

With no further discussion a motion was called for to accept the application as complete.

**A motion was made by Mark M. St. Pierre and seconded by Leo Enos to accept the application as**

**complete with the requirement to submit the additional information before the Public Hearing. With no further discussion a vote was taken and the motion carried. The Public Hearing was announced as scheduled for Wednesday March 4<sup>th</sup>, 2020 at 6:30 P.M. at the Lancaster Town Hall.**

**Other Business:**

**Preliminary Zoning Decision(s):** None.

**Commercial Building Permit(s):**

- Copper Pig Brewery, LLC/Greg Cloutier Development, LLC – Place a temporary, 10' x 20' prefabricated storage shed with walk in cooler in parking lot of commercial property. Mr. Gaetjens-Oleson explained it will hold a cooler to store kegs in.

**Voluntary Merger(s):** None.

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

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

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

- Master Plan Update-Mr. Gaetjens-Oleson stated that there had been a pretty good response to the survey. He stated focus group meetings were scheduled for 2/27 & 2/29 and 3/5 & 3/7. Each pair of meetings will be on particular topics from the survey to gather more specific information. The next Master Plan meeting would be 2/13. Mr. Gaetjens-Oleson also read through some of the results collected so far. Once all input has been collected he will share with the Planning Board.

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 seconded by Leo Enos to adjourn. A vote was taken and the meeting adjourned at 7:37 P.M. It was announced the next meeting will be a week early on Wednesday March 4<sup>th</sup> due to Town Meeting.**

Respectfully:

*Sandra E. Doolan*

Sandra E. Doolan – Clerk

Approved: *3/11/2020*

*Mark M. E. Frank*

Mark M. E. Frank  
Chairman