

**Lancaster Planning Board
Minutes of Meeting**

Meeting held upstairs in Town Hall

Wednesday – July 11, 2018

The meeting was called to order by Chairman Mark M. E. Frank at 6:30 P.M., 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, Mark M. St. Pierre and Penny Noyes.

Absent: Justin Carter and Rusty Scott.

Alternate Members:

Present: Shane Beattie, Don Doolan and Greg Westcott.

Absent: Rick McCarten.

Student Representatives:

Present: Andy Smith

Absent: Isabella Gaetjens-Oleson

Others attending:

Mike Lee and Dennis Bacon of Weeks Medical Center, Jamie Neefe of Stone River Architects, Tim Goldthwaite of Meridian Land Services and Planning/Zoning Coordinator Benjamin Gaetjens-Oleson.

Chairman Mark M. E. Frank appointed alternates Shane Beattie and Greg Westcott to full voting members to replace Justin Carter and Rusty Scott who were both absent.

To review and approve the minutes of the June 13, 2018 meeting.

A motion was made by Mark M. St. Pierre and seconded by Greg Westcott to accept the minutes as written. A vote was taken and the motion carries.

Appointment(s): None

Submission of Application(s):

Major Site Plan Review:

Case# 805 – Weeks Medical Center – Applicant requests approval to construct a three-story, 38,000 square foot addition to their existing hospital building to be used as an outpatient clinic. The proposed development would include creating additional parking and other necessary site improvements to include stormwater management systems and landscaping. Lands zoned Commercial. (Tax Map R10 – Lot 028 (18.52 acres), 173 Middle Street, Tax Map P012-Lot 017 (2.9 acres), 16 Hospital Road, and Tax Map P12-018 (0.4 acres), Brickyard Road).

Chairman Frank stated that this meeting was only to accept the application as complete. It is not a public hearing. All abutters were notified of the application submission and won't have to be personally notified of the public hearing.

Dennis Bacon of Weeks Medical Center stated there had been a few changes since the application was brought to the Town Office. The building size will increase from 38,000 sq. ft. to

42,000 sq. ft. but the footprint of the project will not change. They plan to excavate more of the foundation to make it usable space. There are two stormwater retention ponds proposed and shown on the plans but the final location may change slightly once their NH DES permit is received. The addition will not be directly attached to the existing hospital but connected by an enclosed walkway. There are also additional parking spaces included.

Greg Westcott asked what the existing clinic building on the other side of the street would be used for once those offices were moved to the addition. Mike Lee stated that the current plan was to move some of the business offices there as well as use it for storage. He stated the current clinic also needs to be updated and by moving it to a new space and attached to the hospital it will allow all the services to be in one location and not separated by the road.

Tim Goldthwaite gave a brief summary of the proposed improvements including the floor plan, landscaping, lighting and parking. Mr. Goldthwaite noted the streets and driveways within 200' of the property were not shown on the plans and they have a waiver request for the Board to consider allowing them to not show them.

Mr. Goldthwaite was asked about the stormwater management plan and study and he explained they are completing their analysis in preparation for applying to DES for an Alteration of Terrain permit and they would have that to the Board before the next meeting. He did explain that he anticipates anything proposed at this point may be changed to some degree after review by NH DES. Vice Chairman Andy Nadeau asked if the existing retention pond was adequate. Mr. Goldthwaite explained it would not be so they are proposing to add two more to collect the drainage from the improvements proposed in this application. Vice Chairman Nadeau advised Mr. Goldthwaite to be sure abutters were not affected by any stormwater runoff. He also asked what the schedule for project commencement was. It was stated they hoped to break ground by the end of August.

Hearing no further discussion a motion was made to accept the request to waive the requirement of showing all streets and within 200 feet of the project site due to the parcel being so large and no changes to existing entrances or exits and none to the current traffic pattern either.

A motion was made by Leo Enos and seconded by Mark M. St. Pierre to approve the waiver requested based on the arguments stated. A vote was taken and the motion carried.

A motion was made by Leo Enos and seconded by Mark M. St. Pierre to approve the application as complete. A vote was taken and the motion carried.

Benjamin Gaetjens-Oleson announced the Public Hearing for Case# 805 will be held on Wednesday, 08/08/18, at 6:30 at the Lancaster Town Hall, second floor.

Other Business:

Preliminary Conceptual Consultation

Mr. Gaetjens-Oleson gave a brief update on the Lancaster Rotary Club's parking project. The Club now owns the three main lots on Canal Street needed for the project. Horizons is working on a survey and design plan. He is hoping something can come before the Board at the August meeting for a preliminary review. It was asked if the project would require a Shoreland Protection permit from NH DES. Mr. Gaetjens-Oleson stated the parking area would but the riverside park would most likely not need anything.

Commercial Building Permit(s): None.

Voluntary Merger(s): None.

Recent Zoning Decision(s): None.

Training Topic(s):

Mr. Gaetjens-Oleson reminded the Planning Board that they need to ask any questions of applicant or the public through the Chairman. He also stated that the Board does not need a big

presentation to accept an application as complete. They should review the application based on what is required and if they feel more should be included they can ask questions to determine if it is necessary.
Announcement(s)/Correspondence(s): None.

Nothing 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 7:10 P.M.

Respectfully,

Sandra E. Doolan – Clerk

Approved:

**Mark M.E. Frank
Chairman**

DRAFT