

**Lancaster Planning Board
Minutes of Meeting**

Meeting held upstairs in Town Hall

Wednesday – September 12, 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, Justin Carter and Penny Noyes.

Absent: Rusty Scott.

Alternate Members:

Present: Shane Beattie and Don Doolan.

Absent: Greg Westcott and Rick McCarten.

Student Representatives:

Present: Isabella Gaetjens-Oleson and Andy Smith.

Others attending

Planning/Zoning Coordinator Benjamin Gaetjens-Oleson, Landra Leach and Mark Vander-Heyden, Surveyor.

Chairman Mark M. E. Frank appointed alternate Shane Beattie to full voting member to replace Rusty Scott who was absent.

To review and approve the minutes of the August 8, 2018 meeting.

A motion was made by Mark St. Pierre and seconded by Justin Carter to accept the minutes as written. A vote was taken and the motion carried.

Appointment(s): None.

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

Technical Subdivision/Lot Line Adjustment:

Case #806 – Georgia & Costello Holdings, LLC and Landra S. Leach – Applicants/Owners request a Technical Subdivision/Lot Line Adjustment to adjust various lot lines between three abutting parcels off Portland Street in Lancaster with Tax Map R24-Lot 023 changing from 63.26 acres to approximately 34.0 acres, Tax Map R24-Lot 024 changing from 2.0 acres to approximately 25.46 acres and Tax Map R24-Lot 025 changing from 83.91 acres to approximately 89.59 acres. No new lots to be created. Land Zoned Agricultural. (Tax Map R24-Lot 023 (63.26 acres), 273 Portland Street, Tax Map R24-Lot 024 (2.0 acres), 281 Portland Street, and Tax Map R24-Lot 025 (83.91 acres), Portland Street).

The Board began their review of the application for completeness. Planning/Zoning Coordinator Benjamin Gaetjens-Oleson was asked if he reviewed the application and felt it was complete. Mr. Gaetjens-Oleson stated he had reviewed the application and felt everything necessary for the Board to consider the request was included. He also stated all abutters and public were notified by certified mail, newspaper ad and public posting at the Town Hall and Library. With no further discussion a motion was called to accept the application as complete.

A motion was made by Andy Nadeau and seconded by Mark M. St. Pierre to accept the application for completeness. A vote was taken and the motion carried.

Chairman Mark M. E. Frank opened the Public Hearing at 6:37 P.M. and opened the floor for the applicant. The applicant's agent, Surveyor Mark Vander-Heyden spoke on the case. He stated that there will be no new lots created. All three lots had been purchased at different times and although they are owned by 2 different entities, Landra Lech is the authorized signatory for all and is present. Ms. Leach wishes to sell one of the lots and wants to reconfigure the acreage of all of them before selling. Mr. Vander-Heyden provided the driveway permits showing that two of the driveways have permits with the third being listed as allowable. Mr. Vander-Heyden shows one of the new lots as a flag lot with 50 feet of frontage including one of the driveways with a permit. This was the general layout the Board recommended during the preliminary/conceptual. All of the easements and rights-of-ways are also shown on the plan to include the pipeline, power lines and snowmobile trail.

Mr. Gaetjens-Oleson stated that the flag lot layout isn't ideal but it is the best for this plan. It does provide access to all of the lots that complies with the Town's Zoning Ordinance.

Noting there was no further comment from the applicant or their agent the hearing was opened to the abutters. Noting there were no abutters present who wished to speak to the case the hearing was opened to the public. Noting there was no one from the public wishing to speak to the case the public hearing was closed at 6:53 P.M. and opened only to the Planning Board. Mr. Gaetjens-Oleson stated the submitted plan only listed Landra Leach as the owner of record for all three lots when in actuality she only owns one and Georgia and Costello Holdings, LLC owns two. Although Ms. Leach is the signatory for Georgia and Costello the plans should still reflect the actual owners. For this Mr. Gaetjens-Oleson proposed a Condition Precedent for the Board to consider:

CONDITIONS PRECEDENT

1. All owners of record for the properties involved in subdivision shall be accurately listed and referenced on the final approved mylar.

With no further comment from the Board a motion was called for to accept the plan for final approval.

A motion was made by Mark M. St. Pierre and seconded by Justin Carter to accept the plan for final approval with the following condition:

1. **All owners of record for the properties involved in subdivision shall be accurately listed and referenced on the final approved mylar.**

A vote was taken and the motion carried.

Other Business:

Preliminary Conceptual Consultation:

Mr. Gaetjens-Oleson stated that progress is being made on the public parking lot and park project the Lancaster Rotary Club is doing. They hope to come to the October meeting with further information.

Commercial Building Permit(s):

None.

Voluntary Merger(s):

None.

Recent Zoning Decision(s):

None, however a case is coming up at the end of the month.

It was asked why the State Liquor Store expansion did not need to come to the Planning Board for a change of Use as they are expanding into an adjacent storefront in the same complex. Mr.

Gaetjens-Oleson explained that it is because there is no change of use. The Shaws Plaza is a retail property and the Liquor Store is a retail business. There is no change of use even though they are expanding.

He did continue to explain that because they are a Governmental Entity they do get exemption from local land use regulations and are claiming this exemption in order to place a second free-standing sign and larger building mounted sign at the Shaws property. They need the free standing sign because the current one shared by all the Plaza's tenants is blocked by the trees on site. Mr. Gaetjens-Oleson explained he was not happy about having the second free-standing sign but the alternative might be to remove some of the nice trees that create an attractive buffer to the property. If some were required to be removed they would need to amend their Site Plan which he would only recommend doing if trees removed were replaced somewhere else long that buffer.

Announcement(s)/Correspondence(s):

Master Plan Community Engagement Update: Mr. Gaetjens-Oleson stated that there was a diverse group of people creating a plan to gather input from as many groups in Town as possible. This will be to help direct the future update to the Master Plan. There should be results gathered by the first of the year to be presented to the Planning Board.

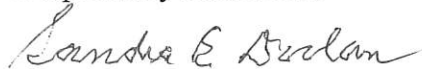
It was asked about the work being done along the river on Canal Street. It was explained this was part of the Rotary project nothing is being disturbed. There will only be some removal of overgrowth but the majority of mature trees will remain and ultimately the end result will improve the river area. Mr. Gaetjens-Oleson stated most of the abutters around the project are excited and in favor of it.

Other Business as may legally be brought before said meeting.

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

A motion was made by Mark St. Pierre and seconded by Penny Noyes to adjourn. A vote was taken and the meeting adjourned at 7:25 P.M.

Respectfully Submitted:



Sandra E. Doolan – Clerk

Approved: 10/10/18



Mark M.E. Frank - Chairman