

**Lancaster Planning Board
Minutes of Meeting**

Meeting held upstairs in Town Hall

Wednesday February 8, 2012

Attending:

Regular members: Chairman Justin Carter, Vice Chairman Mark St. Pierre, Selectmen's Representative Leo Enos, Claude Reed, Joe Hoey and Steve Young. (**Excused:** David Rexford).

Alternates: Mark Frank and Don Doolan. (**Excused:** Andy Nadeau – **Absent:** Andy Hartford).

Initial Business:

Chairman Carter called the meeting to order at 6:30 P.M. After Roll Call Chairman Carter appointed Alternate member Don Doolan to be a full voting member for the meeting in the absence of David Rexford.

To review and approve the minutes of the January 11, 2012 and January 18, 2012 meetings.

A motion was made by Leo Enos and seconded by Steve Young to approve the minutes of the January 11, 2012 meeting as written. A vote was taken and the motion carried.

A motion was made by Claude Reed and seconded by Mark St. Pierre to approve the minutes of the January 18 2012 meeting (a North Country Council Training meeting). A vote was taken and the motion carried.

Public Hearings:

None

Preliminary Conceptual Consultation:

Southern New Hampshire Services - Additional preliminary discussion regarding possible multi-unit elderly housing development on Bridge Street in Lancaster. Land Zoned Commercial/Industrial. (Tax Map R04 Lot 029 (6.35 acres) Bridge Street).

Mike Duffy of Horizon Engineering and Bill Hart of Southern New Hampshire Services presented the information. Mr. Duffy passed out plans to the Board for their review. He stated that they would access the development from the elementary school road. The School District and SNHS are working on a more defined easement as well as a maintenance agreement between the two for the road. There will eventually be a lot line adjustment with the school where SNHS will give some land to them. They are also in discussions with North Country Ford to sell a small piece to them. These lot line adjustments may not be ready for presenting before the housing proposal. There is currently a 50' wide easement from Route 2 to the school across the SNHS property for the purpose of school access. Presently the underground utilities servicing the school are outside the easement and on SNHS property. If a new suitable easement and maintenance agreement can be approved by both parties then SNHS will widen the school easement to 65' to accommodate the utilities.

Mark Frank asked if the cloud-shaped area on the plans was the tree line. He thought it looked bigger than the previous draft he viewed. Mr. Duffy stated it was the tree and vegetation

line and since a survey was done it is more exact.

Mr. Duffy noted they are designing the development for the possibility of future growth. Water and sewer service are being run down the perimeter of the lot to accommodate a possible future housing expansion or a senior center that has been in discussion with some other parties. Mr. Duffy explained they are designing the drainage to keep all stormwater and runoff on site. This will also help accommodate future expansion. The drainage plan is for a rain garden and perimeter drainage around the building. Each design will collect, store and infiltrate stormwater and runoff. The rain garden will be an area with a gradual slope and maximum depth of 18". It will be planted with vegetation and is designed to store stormwater and as it infiltrates the vegetation will filter the water. It will be dry most of the time except for the most serious storms where it will have water in it until it eventually seeps into the ground.

Joe Hoey expressed concerns about a basin with water that could be a hazard to children. It was explained that the rain garden would not have standing water most of the time, it would be planted with numerous types of vegetation and have a short stacked stone ring around the perimeter. All should discourage people from walking through it.

It was stated there is also a ditch on the property that services the runoff of some of the other neighboring properties. Mr. Duffy stated that they would maintain it and hoped to set up a drainage easement with the other property owners in the area. He also stated that when they come to the March meeting they will have all of the information that is needed: lights (times for them), sidewalk, flag pole, etc. It was also asked about the base flood elevation. The Board was told that they would have that information for the March meeting.

It was asked about heating and the Board was told that they would be using propane in underground tanks.

Other Business:

Appointments: None

Voluntary Merger(s):

Brett & Kathy Carlson - Land on Route 3 South. They had previously sub-divided their land but now want to merge it back for tax purposes. It was stated that if they want to subdivide it again they will have to come back to the Board with a new subdivision.

A motion was made by Leo Enos and seconded by Steve Young to accept the merger. A vote was taken and the motion carried. Chairman Carter signed the necessary paperwork.

D.B. & D.C. Clarke Irrevocable Trust – Land on North Road. The Trust is merging the lots that they have there now and they will be coming back before the Board for a subdivision of the property later.

A motion was made by Steve Young and seconded by Claude Reed to accept the merger. A vote was taken and the motion carried. Chairman Carter signed the necessary paperwork.

Commercial Building Permits: None

Recent Zoning Decisions: None

Announcements:

Benjamin Gaetjens-Oleson stated that those who were up for re-appointment needed to send in a letter to the Selectmen by Friday February 17th, 2012. These letters will go to the Selectmen and the names will be submitted to the Planning Board at the March meeting. Those

who have expressed interest so far to serve are Margaret Moser and Ben Southworth. Those expressing interest will be invited to the next Planning Board meeting on March 7. The meeting will start at 6:00 PM to allow the prospective members and current Board members the opportunity to ask questions.

It was also noted that there will be a Warrant Article presented at Town Meeting for the Planning Board members to be elected instead of appointed. Mr. Gaetjens-Oleson explained how he thought this wasn't a good idea.

There was discussion on attendance and commitment to the Board.

Mark Frank stated that within the next 2 months the regulations that are being worked on should be ready for review along with justifications as to the changes. He asked the members if they would like a PowerPoint presentation showing the changes and justification which could take place at the Library or a discussion in the current meeting room. The Board felt the Library presentation would be much better.

It was asked about the appeal of the Family Dollar approval. Mr. Gaetjens-Oleson explained the court date will be April 27, 2012 at 1:30 P.M.

Mr. Gaetjens-Oleson mentioned that currently there is nothing in the Town's regulations or Ordinances requiring the Planning Board approve Commercial Building Permits. He would like to do away with that as the Board has review of Site Plan and shouldn't need to review small commercial projects like interior renovations or small storage sheds. The statute gives the authority of building permit approval to the Selectmen or their designee. The Board didn't know why they needed to approve the permits so agree to stop that process. If a building permit application needs Site Plan approval Mr. Gaetjens-Oleson will require that approval before issuing the permit.

Noting that there was no further business to come before the meeting a motion was called for to adjourn.

A motion was made by Don Doolan and seconded by Steve Young to adjourn. A vote was taken and the meeting adjourned at 7:50 P.M.

Respectfully Submitted:

Approved:

Sandra E. Doolan – Clerk

Justin F. Carter - Chairman