

**Lancaster Planning Board
Minutes of Meeting**

Meeting held upstairs in Town Hall

Wednesday – March 7, 2012

Attending:

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

Alternate members: Andy Nadeau, Don Doolan and Mark Frank (Absent – Andy Hartford)

Others attending: Mark VanderHeyden, Daniel Benoit, Bill Hart, Mike Duffy, Ben Southworth and Margaret Moser.

Initial Business:

The meeting was called to order at 6:00 P.M. By Chairman Justin Carter, Roll Call followed. To review and approve the minutes of the February 8, 2012 meeting.

A motion was made by Steve Young and seconded by Leo Enos to accept the minutes as written.

A vote was taken and the motion carried.

Appointments:

At this time Chairman Carter introduced two members of the public who had expressed an interest to serve on the Planning Board (they each had presented a letter of interest). They are Margaret Moser and Ben Southworth. The Planning Board introduced themselves. Benjamin Gaetjens-Oleson explained the difference between the regular and alternate members of the Board and stated that there were two regular positions open and one alternate position open on the board that needed to be filled.

Don Doolan asked Ben Southworth what ideas he had for the Planning Board when dealing with applicants and the public that come before the Board.

Ben Southworth stated that he felt that he would have to learn as he went along, he was not sure of the proper process of the Board.

The question was also given to Margaret Moser. She stated that she had been to previous meetings and some of the Board members were not professional, they need to be professional at all times with the public. She has served on two of the Master Plan Committees and is currently working on the Site Plan Review update. She had gotten interested in serving on the Board while working on the Site Plan Review update. She stated that at some time there might need to be subcommittees for various things and she is willing to participate.

Leo Enos stated that sometimes the client gets out of hand.

Ms. Moser stated that in that case the Board should tell them to leave, the Board is being held to a higher standard.

Benjamin Gaetjens-Oleson stated the Board does not use the full Roberts Rules of Order. It has been found to not be effective for volunteer land use boards. North Country Council has recommended using Riggins Rules which is more effective. A copy of the rules are in the Resource Library on the NH OEP website. He also explained attendance is very important for a Board member. Nobody should request to be on a Board if they know they will consistently miss meetings. Unplanned absences are understood. Mr. Gaetjens-Oleson stated that the Planning Board Chairman will recommend appointments to the Board of Selectmen at their next meeting. The Selectmen can choose to either appoint those recommended or choose differently and they will be notified either way. The current vacancies are for 3 year terms. He also stated that it is good to have a diversified Board and he felt that Lancaster has just that.

With no further questions from or for the candidates, Chairman Carter thanked them for coming to the meeting and said that if they wished to stay for the regular meeting they were welcome to do so.

Public Hearings: None

Submission of Applications:

Major Site Plan:

Case #753 - Daniel J. Benoit – Owner/Applicant requests approval to operate an automobile and equipment salvage business and construct a 45' x 45' addition to an existing structure to accommodate that business. Land Zoned Commercial/Industrial. (Tax Map R01 Lot 046 (36.6 acres) 600 Main Street). Request will also require a Special Exception from the Lancaster Zoning Board of Adjustment.

Review application for completeness. Schedule Date for Public Hearing.

The case was presented by Surveyor Mark VanderHeyden. Mr. VanderHeyden provided the Board with plans for said case. He also had a larger one that he displayed on the easel and explained what was to take place and where on the property it would happen. He stated that Mr. Benoit has already submitted his application to the Zoning Board for the March meeting. Mr. Benoit stated that he would like it to become a re-cycling center. He feels a place to recycle vehicles and equipment would be a benefit to the Town and its residents. There will be access off of Route 3 to the site. Mr. Benoit stated that DES would be responsible for permitting some of the things he wants to do but he first needs to get his appropriate Town approvals first.

Andy Nadeau asked Mr. Benoit if he had a solid waste permit. Mr. Benoit answered that he is working with NH DES for that but needs Town approval to proceed. It was asked if the project was visible from the road and the answer was no. It was asked if he went around and picked up junk cars and Mr. Benoit said yes as well as metal. Mr. Benoit said that he drains all of the fluids from the vehicles that are picked up and sells them to the appropriate markets. The new building will be used for draining fluids and removing any recyclable material from the vehicles and equipment. The building is a requirement for State permitting. It was asked if they were meeting all of the State and Federal permits and the answer was yes. It was asked if they remove the batteries and the answer was yes and they are stacked and stored based on State requirements. It was asked if they would be crushing vehicles and having them hauled off. Mr. Benoit stated that when he has enough equipment he will contact an outside company to come onsite with a crusher and haul away the equipment. He stated he would like to have his own crusher at some point. It was asked how loud the crushers were and Mr. Benoit said that they weren't very loud at the property lines as the crushing takes place towards the middle of the lot. He didn't feel it was any louder than Allen Bouthillier's gravel crusher at his lot on Route 3 North. It was asked how many vehicles there might be there at a time and Mr. Benoit said 100-120, he also stated that they would also be keeping track of all of the VIN numbers as required.

It was asked why they had to have a special exception and Mr. Oleson said that his proposed use is only permitted by Special Exception from the Zoning Board. They will be going to the Zoning Board in March and coming back to the Planning Board in April. It was asked if it was going to be paved and the answer was not at that time. It was also asked if there were any wet areas and Mr. Benoit answered there were some that will not be impacted by the use and will be protected based on NH DES recommendations and standards.

Andy Nadeau asked if it was in the Flood Zone. Mr. VanderHeyden stated it was in the Flood Zone but the buildings are above the level of the 100 year flood. Mr. Nadeau explained they still needed to be aware that there may be issues with the use located within the zone. Mr. VanderHeyden explained he will be checking elevations on the site and will submit applications for elevation certificate or Letter of Map Amendment (LOMA). DES will make decisions if there are any problems

in the area. It was asked if they were aware of the Building Code Ordinance and the answer was yes.

The hours of operation will be from 8AM to 4 PM. It was noted that there were apartments over the barn and asked if they were safe from the proposed use. Mr. Benoit stated that they are occupied by family members now and they were away from the salvage and recycling areas. It was asked about scale on the plan. Mr. Benoit stated they are to weigh the product coming into the site. Customers drive on scales. He will be placing a roof over them to keep them safe from the elements. Mr. Benoit said that there would be enclosed tractor trailers for storage of recycled material and they will all be above ground.

Mr. Gaetjens-Oleson stated that they have been over the checklist and the only thing missing was the Zoning Approval but it is not needed at this time. It was asked how many employees there would be and Mr. Benoit stated 1 or 2 and it would vary depending on the need.

A motion was made by Claude Reed and seconded by Mark St. Pierre to accept the application as complete. A vote was taken and the motion carried. Chairman Carter announced the Public Hearing for the case will be April 11, 2012 at 6:30 P.M.

Case #754 – Southern New Hampshire Services – Owner/Applicant requests approval to construct and operate a 20 unit, 16,898 square foot elderly housing building. Land Zoned Commercial/Industrial. (Tax Map R04 Lot 029 (6.35 acres) Bridge Street). Review application for completeness. Schedule date for Public Hearing.

Andy Nadeau recused himself at 7:10 P.M.

Bill Hart of the Southern New Hampshire Services explained the project to the Board. There were project plans for them to review. Mr. Hart stated that they had received a grant from HUD for the project construction as well as rent subsidy for the tenants. The 20 units are 1 bedroom apartments with kitchen and bath. All of the units are ADA compliant. Site access will be off the existing elementary school access road and they have come to an agreement with the School District to widen the existing 50 foot ROW to 65 feet to accommodate the school utilities that are currently located outside the existing ROW. It was asked about the small shed that is over by the school and the Board was told that SNHS will eventually present a lot line adjustment to the Board giving that and other lands to the school. There may also be a small piece of land sold to North Country Motors if an appropriate price can be agreed upon. If a price cannot be agreed upon than that land will be donated to the school also. It was asked if the school was willing to accept the land donation and the answer was yes. It was asked about the road maintenance and Mr. Hart said that all of the agreements are in the works.

Mr. Hart stated that they are planning to start construction in mid to late summer. Once the approvals are received they can submit project estimates to HUD for approval then place everything out to bid. Don Doolan stated that he had visited the site and asked about the drainage area on the left of the building. Mike Duffy stated that they are designing the project for no additional runoff from the site but would look at it and make other provisions if necessary. It was also asked about the parking area and rain garden. Mike Duffy stated that they would be planting different types of vegetation that would filter the water as it is absorbed into the ground. It was asked how deep the drainage area is and was told that it is 8” deep with a landscaping around and in it. Mike Duffy stated that when they come back to the next meeting they will possibly have the designer of the rain garden and architect present. It was asked if there was another access and was told that NH DOT permit one. At the next meeting they should also have the agreements with the school finalized. All of the abutters have been notified and letters have come back for same.

A motion was made by Mark St. Pierre and seconded by Steve Young to accept the application as

complete. A vote was taken and the motion carried. Chairman Carter announced the Public Hearing for the case will be April 11, 2012 at 6:30 P.M.

Andy Nadeau back on the Board at 7:29 P.M.

Other Business:

Voluntary Merger(s):

Andrea and Brian Glidden of Dalton want to merge the 2 lots of the former Joe Monahan property on Elm St. (Tax Map P09 Lots 001 & 002).

A motion was made by Leo Enos and seconded by Mark St. Pierre to accept the merger. A vote was taken and the motion carried.

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

A motion was made by Steve Young and seconded by Leo Enos to adjourn. A vote was taken and the motion carried.

Respectfully,

Approved:

Sandra E. Doolan – Clerk

**Justin F. Carter
Chairman**