

**Lancaster Planning Board**  
**Location: Lancaster Town Hall**  
**Wednesday, January 11, 2023**

**Acting Chair/Vice Chair Maggie Jones opened up the meeting at 1832H and led the Pledge of Allegiance.**

**Initial Business:** Roll call

**Regular Members:**

**Present:** Vice/Acting Chair Maggie Jones, Mark St. Pierre, Greg Westcott, Ericka Canales

**Absent:** Chairman Andrew Nadeau, Vickie Gibbs, Selectmen's Representative Leon Rideout

**Alternate Members:**

**Present:** Donald Doolan, Evalyn Merrick

**Absent:** Rick McCarten, Alternate Selectmen's Representative Troy Merner

**Others Attending:** Land Use Coordinator Robin L. Irving

**Minutes:** Mark St. Pierre moved to approve the December 14, 2022, minutes as written. Greg Westcott seconded the motion. All members voted to approve the December 14, 2022, minutes as written, no objections. *Motion passed.*

**Appointments:** None

**Public Hearing(s):** None

**Other Business:**

**Preliminary Conceptual Consultation(s):** None

**Zoning Board Decision(s):** None

**Land Use Permit(s):**

**Land Use Permit #22-073-Commercial, Owner(s)/Applicant(s) –Forbes Farm Partnership/Scott Forbes, 36 Grange Road and 305 North Road,** to construct an unheated, stick-built 20'x20'x14' addition to existing sugar house all on a concrete slab on rear boundary facing milking barn intended to be used for storage (Grange Rd); to install 3-1000g propane tanks on cement cinder blocks abutting 3 silos (North Rd)

LUC Irving mentioned that the property owner opposed the issuance of a 'commercial' permit because the use is agricultural and the term 'commercial' can raise issues for the farm considering it is not a commercial entity. Irving offered to amend the permit to remove the term commercial because there is no 'agricultural' permit, just commercial or residential.

**Land Use Permit #23-001-Residential, Owner(s)/Applicant(s)—Lavoie, Jay N. & Kathy-Jean, 16 Prospect Street,** to renovate kitchen with replacement of floor, counters, and cabinets, no change in structural layout

**Land Use Permit #23-002-Residential, Owner(s)/Applicant(s)—Hill, David & Sarah, 71 Rowell Road,** to demo on-site existing sugar house and replace with stick-built unheated/unplumbed 5-bay 24'x60'x20' garage with electricity all on concrete slab situated on former 34'x48' footprint extending toward rear of property, intended for agricultural use

**Land Use Permit #23-003-Commercial, Owner(s)/Applicant(s)—Dan-Lynn of New Hampshire LLC (Owner), Walgreen’s (tenant), CRS Mechanical LLC o/b/o Arris Construction LLC for Walgreen’s (Applicant/Agent), 177 Main Street, to install and replace three (3) rooftop RTU-HVAC systems (1-3t/45”x82”; 1-12.5t/89”x59”; 1-10t/89”x59”); no change in footprint**

LUC Irving stated that the store was without heat, so this was an emergency permit.

**Training Topic(s)/Material(s):** The Board watched approximately one (1) hour of a training video on YouTube called Planning Board Basics (4/30/2022) offered by the New Hampshire Office of Planning & Development. Topics covered included Minutes and Conflicts of Interest. The Board discussed the topics and applied the concepts to past cases as examples. LUC Irving stated that she would like to schedule more trainings like this when public hearings are not on the agenda.

**Announcement(s)/Correspondence:** LUC Irving announced that the Town had been awarded \$58,450 from the InvestNH funding in the form of the Housing Opportunity Grant to hire a consultant to review planning and zoning provisions pertaining to housing. There needs to be a public hearing for the Board of Selectmen to accept the funding. Irving notified Maggie Jones that she had designated her as the volunteer that would participate in the Housing Academy and requested that she register for the training series that starts on January 18<sup>th</sup>. Despite a nominal stipend for traveling to Bedford roughly three (3) times, Irving requested that Jones log hours and submit receipts to the Land Use Office to request reimbursement through the budget. The group also welcomed Evalyn Merrick to the Planning Board.

**Other Business as may legally brought before said meeting:** LUC Irving notified that Board that Stantec/Norwich Solar submitted an application for Special Exception to the Zoning Board and their hearing is scheduled for January 25<sup>th</sup>. Provided that the ZBA approves this application, the Planning Board should anticipate the Major Site Plan to be on the next agenda for February 8<sup>th</sup>. Greg Westcott asked what the road construction was across from Rogers Campground and Maggie Jones responded that this is a driveway to a rear lot.

Mark St. Pierre moved to adjourn the meeting at 1949H. Ericka Canales seconded the motion. All members voted to adjourn, no objections. *Motion passed.*

Respectfully submitted,

Robin L. Irving, Land Use Coordinator

Approved:

Maggie Jones, Vice/Acting Chair