

**TOWN OF WEBSTER
PLANNING BOARD
MEETING MINUTES NOVEMBER 16, 2017**

At 6:30 pm Vice Chairperson Sue Roman convened the regularly scheduled meeting of the Planning Board and took attendance. Members present were Paul King and alternate members Craig Fournier and Kathy Bacon. Craig Fournier and Kathy Bacon were appointed to be voting members for this meeting due to the absences of Chairperson Sue Rauth and Lynmarie Lehmann. A member of the public in attendance was Jack Chwasciak.

The first order of business was the review of the draft minutes from October 19, 2017. Member King made a motion to accept the minutes as written; seconded by acting member Fournier and approved with Vice Chair abstaining as she was not in attendance at the October 19th meeting.

The next order of business was the review of two driveway permit applications; the first one was a resubmitted application #17-08 from Mr. Rotondi of New Hampshire Drive. Vice Chair Roman distributed copies of the applications to the Board. Mr. Rotondi had submitted a new drawing. During a brief discussion, Vice Chair Roman stated she understood the difficulties for Mr. Rotondi and that the Planning Board had the power to waive whatever they need to waive under the circumstances and that the horseshoe configuration was accepted. She felt the newest drawing was a better configuration than the previous one, although it was not completely to scale. After a brief discussion, Vice Chair proposed a motion of approval with the following conditions: Member King, the Board's designated driveway inspector, make arrangements to do a site visit along with the Road Agent, Emmett Bean. Member King is to confirm that there is at least 10 feet between the driveway and the abutters without crossing over the 10 feet, effectively expanding the driveway; the driveway meets the Driveway Regulations requirement of a minimum width of 12 feet on each end of the horseshoe; discontinue use of the existing driveway, fully; and the cars will always be parked out of the right of way. These conditions will be stated on the permit application. No more questions were raised. Vice Chair Roman stated that Member King would go to the site to make sure those measurements were factually true. Member King stated he would make arrangements with Emmett probably Monday, November 20th to visit the site and then sign the approval if all is true. Acting Member Fournier made a motion to accept Vice Chair Roman's proposal as stated; seconded by Acting Member Bacon and approved unanimously.

The Board then discussed the temporary access driveway permit application #17-09 for Ms. Tomchak on Deer Meadow Road. She is currently clearing her lot in preparation for home construction. She requested a temporary permit as required by the Driveway Regulations in order to bring in construction equipment to level her lot and remove boulders and stumps. After a brief discussion, Vice Chair Roman stated that in her view, what happens internally for temporary access to level the lot was not of much concern. Her concern was that the property owner does not impede on abutters' rights and that there are appropriate lines of sight and a safe means of ingress and egress. Vice Chair Roman proposed the following conditions: that there is 10 feet between the driveway and the abutters; the driveway is a minimum of 12 feet wide; and must have safe lines of sight in both directions. Member Fournier made a motion to accept Vice Chair Roman's proposal as stated; seconded by Member King and approved unanimously. Acting member Bacon volunteered to go with Member King to the site. Member King will again, make arrangements with the Road Agent, Emmett Bean. If all goes well, Member King and Road Agent Bean will approve both permits on Monday, November 20th.

The next order of business was the review and discussion of the CIP Status Report. Vice Chair Roman informed the Board that data from the Road Agent had been submitted and thinks it may be sufficient to continue the project. She stated the PB/CIP Subcommittee has tentatively scheduled a meeting for Tuesday, November 28th at 1 pm at Town Hall.

The next order of business was an update on the Master Plan. Vice Chair Roman distributed a demographics chapter on Webster that was developed by the Central New Hampshire Regional Planning Commission (CNHRPC). She informed the Board that Dean Williams of CNHRPC will be coming to the Planning Board meeting December 21st to discuss the transportation chapter. She explained that the annual dues the Planning Board pays to CNHRPC help pay for their assistance with the CIP Project. She stated that the Board may have enough money, potentially, to have CNHRPC also

help with the housing chapter, too. Vice Chair Roman stated the Board must be sure they like and can adapt the format that was used for the demographics chapter; it cannot be “plugged” into the current format of the Master Plan; the Board has some decisions to make. She stated the Board members need to look at this chapter and prepare to discuss it at the December 21st Board meeting. Acting Member Fournier stated he had read it over and thought it looked fine but he would suggest having a summary page of the trends. Vice Chair Roman suggested the Board compare the handout to the current Master Plan. After a brief discussion, Vice Chair Roman stated due to the absences of some members, discussion about the Master Plan Survey and Vision Meeting will be deferred which could be part of the December 21st meeting.

At 7:13 pm acting member Bacon made a motion to adjourn; seconded by Acting Member Fournier and approved unanimously.

These draft minutes were prepared by Therese E. Larson, Land Use Coordinator.