

TOWN OF WEBSTER  
PLANNING BOARD  
WORK SESSION MINUTES  
FEBRUARY 11, 2015

The work session was convened at 6:45 p.m. Members Buckley, Lehmann, Roman, Rauth and Alternate Member Ilaqua participated in the meeting. The purpose was to begin the process of updating the Webster Subdivision Regulations. The Board discussed the concept of utilizing the Allenstown subdivision regs as a template. Member Lehman remarked the concept is fine but she prefers the structure of our document. The merits of the two styles were discussed.

Chair Rauth feels the Allenstown document is very complete and current. The document was written by Matt Monahan, CNHRPC, who also works as a part-time Planner for the Town of Allenstown. Member Buckley pointed out the value of referencing his review and update of the Webster subdivision regulations he completed several years ago. The Board concluded they will commence using the Allenstown document as a framework, in combination with the current Webster subdivision regulations and also material provided in reviews by Jere and Matt.

Chair Rauth also shared a copy of the application form used in Allenstown. The application checklist is a thorough document used as a guide by both the applicant and the Board throughout the subdivision review process.

The Board then reviewed and compared the Application Procedure in the Allenstown document (Article IV) with the Webster document (Section V). The Board will include a new section, the Design Review process. Member Lehmann noted a bill is currently going through the legislature in regard to design standards.

The Board members identified the need for a Select Board policy for “accepting streets” that may be constructed as a result of a subdivision.

The process for producing the new document was discussed. Members Rauth and Ilaqua agreed to work together on formatting the new document.

The subdivision revision process will be continued as an agenda item at the Planning Board meetings. Two additional work sessions are scheduled on the Planning Board calendar: Thursday, March 5<sup>th</sup> and Thursday, April 2<sup>nd</sup>.

The meeting was concluded at 8:40 p.m.

These minutes were approved as written at the Planning Board meeting of March 19, 2015.

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Susan Rauth, Chairperson

**Posted March 20, 2015**