

**TOWN OF WEBSTER
PLANNING BOARD
MEETING MINUTES SEPTEMBER 20, 2012**

At 7:05 p.m. Chairman Jere Buckley convened the regularly scheduled meeting of the Webster Planning Board.

Present were Chairman Buckley; Members Rauth and Roman and Selectman Alternate, Bruce Johnson.

The next order of business was the review of the draft minutes from the August 16, 2012 meeting. Member Roman made a motion to accept the minutes as written; seconded by Selectman Johnson and passed unanimously.

The next order of business was the continuation of the Dawe Trust lot line adjustment application. However, Mrs. Larson received an e-mail September 19, 2012 from Mr. Masland, the trustee, asking for another continuation. The Board concurred that there was no problem in allowing the continuation until the October 18, 2012 Planning Board meeting at 7:05 p.m.

The next order of business was the review of a Site Plan Review application from Mr. Joe DiPrima, owner of JMJ Resort Properties of Londonderry, LLC, to open fourteen pre-existing campsites at Cozy Pond Campground, 541 Battle Street, Webster, NH, shown on tax map 5 lot 54. Chairman Buckley pointed out to the members that Mr. DiPrima had his application for a Commercial Exception approved without any conditions by the Zoning Board of Adjustment at the public hearing of August 14, 2012. The Board members read over and discussed the application. Member Roman brought up the subject of sanitation and waste water facilities. Chairman Buckley asked Mr. DiPrima if he was planning on expanding those facilities or use the facilities that are already there. Mr. DiPrima confirmed the latter. Mr. DiPrima did point out that the existing septic facilities were marked on the plot plan that the board members were looking at. Member Roman asked how the Board would know that the leach fields could accommodate the additional sites. That particular plot plan did not indicate the number of sites that would correspond to each leach field. Member Roman said she would approve the application contingent upon Mr. DiPrima submitting more supporting information regarding the ratio of sites to leach fields. There were no more questions from the Board about the application. Member Rauth made a motion to accept the application; seconded by Member Roman and was passed unanimously.

7:18 p.m.: Chairman Buckley opened the public hearing. Chairman Buckley began by recognizing the applicant, Mr. Joe DiPrima. Mr. DiPrima stated that he would like to open fourteen more sites. There were no members of the public present; therefore there were no comments in favor of or against Mr. DiPrima's proposal. Before closing the hearing, Chairman Buckley asked the Board if they had any additional questions. Member Roman inquired as to the setbacks for the sites. Mr. DiPrima showed her that

the plot plan did indicate the required 50 foot setback. Chairman Buckley commented that in cases that would require additional engineering information and/or studies, the requests would be made during the public hearing in order for the public to comment.

7:21 p.m.: Chairman Buckley closed the public hearing and opened up discussion for the Board members. Member Roman made a motion to grant approval for the fourteen (14) additional sites contingent upon Mr. DiPrima submitting information at the next Planning Board meeting of October 18, 2012 indicating which campsites go with which septic systems and proof of DES approval of those septic systems to support the specific number of campsites. Member Rauth seconded the motion and was passed unanimously. A brief discussion followed.

7:25 p.m. The public hearing was adjourned.

The next order of business was the Chairman's Report on Driveway Issues. Four out of five involve new pavement. The Driveway Regulations state under the *Requirements* heading: "*A. To construct or modify a driveway in the town of Webster, a driveway permit must be obtained. It is the responsibility of the property owner to obtain all other necessary permits.*" Chairman Buckley stated that he and the selectmen concurred that pavement is a modification. Chairman Buckley also stated that the Driveway Regulations will be amended to address paving specifically. He will bring a proposal to the Board. Once finalized, the proposed amendments will be submitted at a public hearing. Chairman Buckley and the Board of Selectmen will send letters to the property owners insisting on remedial action. Member Roman also added that these property owners should complete the driveway application as a matter of compliance with the Town's regulations. She also suggested putting a notice or bulletin on the Town's website. Mrs. Larson will follow-up on that.

After their discussion about the driveway regulations' issues, the Board moved on to the next order of business which was to continue the review of draft #5 of the "*Rules of Procedure*" document. After a lengthy and in depth discussion, the Board completed their review. Member Roman made a motion to approve the amended procedures with the changes the Board discussed at tonight's meeting subject to any editorial corrections. Member Rauth seconded the motion and was passed unanimously.

Member Roman made a motion to adjourn; seconded by Member Rauth and passed unanimously.

The meeting adjourned at 9:22 p.m.

These minutes were approved as written at the October 18, 2012 meeting.

Jere Buckley, Chairman of the Planning Board