

**TOWN OF WEBSTER
PLANNING BOARD
MEETING MINUTES OCTOBER 18, 2012**

At 7:03 p.m. Chairman Jere Buckley convened the regularly scheduled meeting of the Webster Planning Board. He announced that he had received two letters of resignation; one from Member Mason Donovan and one from Alternate Mark Lorden. That means the Planning Board has one member opening and three alternate openings. Chairman Buckley will check with Alternate Rick Cummings if he would accept the member opening and if not, Chairman Buckley asked if Alternate Turcotte would consider the offer. Alternate Turcotte stated she would have to think about it and get back to him.

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

The next order of business was the review of the draft minutes from the September 20, 2012 meeting. Member Roman made a motion to accept the minutes as written; seconded by Member Rauth and passed unanimously.

The next order of business was the continuation of the Dawe Trust lot line adjustment application. Chairman Buckley informed the Board that he was once again in receipt of a letter from the attorney, Mr. Masland, acting as trustee of the trust asking for a postponement. This was the second or third request. Chairman Buckley stated that he had called Mr. Masland to inform him that he did not anticipate the Board having any major objection to another postponement, but he preferred not to continue repeating postponements on a monthly basis. Chairman Buckley asked Mr. Masland if he could state with confidence that the hearing would be on the agenda for the November meeting or would he prefer to postpone it with the future date TBD (To Be Determined). Mr. Masland opted to do the latter. Member Roman questioned the issue of continuance. Chairman Buckley stated if the applicant abandoned the present application and decided to re-apply later, he would have to pay another fee. Chairman Buckley stated he saw no reason under the circumstances to impose a second set of fees. Chairman Buckley told the Mr. Masland in order to be put on the agenda of a regularly scheduled meeting he would need to inform the Board at least 10 days prior. Member Roman made a motion to allow Attorney Masland to postpone the hearing until he notifies the Board 10 days prior to a scheduled Planning Board meeting. This motion expires one year from the original application date of July 25, 2012.

At this time Chairman Buckley appointed Alternate Turcotte to be a voting member for this meeting due to Member Donovan's resignation.

The next item on the agenda was review of the plot plan for the Cozy Pond Campground, documenting that DES had sufficiently approved enough septic systems to handle the re-opening of a total of 24 campsites previously approved by the Planning Board. This was a condition of the site plan approval of September 20, 2012. After a brief discussion,

Member Roman made a motion to accept the documentation as satisfying the condition stipulated in the site plan approval with copies of the materials put in the file; seconded by Member Rauth and passed unanimously.

The next item on the agenda referred to the previously approved and amended, final copy of the *Rules of Procedure* document; three Planning Board members signed the Certificate of Adoption for the Town Clerk's copy.

The next item on the agenda was the proposed *Driveway Regulations* amendments. At the last meeting, Chairman Buckley discussed the current regulations were not very clear on what kind of modifications require a permit. At the last Planning Board meeting Chairman Buckley had agreed to amend the regulations. Chairman Buckley gave the Board copies of his proposed amendments. He apologized for not getting the copies to the members prior to the meeting. A lengthy and in depth discussion ensued including the subject of enforcement. At the conclusion, Chairman Buckley asked the Board to read over the draft in preparation for their next meeting. In the meantime, copies will be distributed to Planning Board members who were absent and to Road Agent Bean and Fire Chief Colby. Chairman Buckley reminded the Board that he had sent certified/return receipt letters to two residents who had modified their driveways without permits. At the time of this meeting, there had not been any response from one resident and a signed green receipt card had been received from the other. Member Roman asked if the residents were still proceeding with whatever they were doing. Chairman Buckley stated that what they were doing was done and finished. Member Roman inferred that the Selectmen will have to address those situations.

The next item on the agenda was any other business before the Board. Member Roman would like to have a joint meeting with the Conservation Commission of which Member Roman is also a member, sometime in January or February 2013. She stated it could be a regularly scheduled Planning Board meeting. The Conservation Commission has new conservation maps that they would like to discuss with the Planning Board and what can be done by the Conservation Commission in anticipation of the Master Plan review. Member Roman would like to put the meeting on the February agenda. Member Roman made a motion to add to the agenda the Conservation Commission, should they accept, for February 2013; seconded by Member Rauth and passed unanimously.

With regards to the Zoning Ordinance, Chairman Buckley the Board to come to the next meeting with any suggestions of amendments that should be considered for Town Meeting. Chairman Buckley stated the one specific thing he felt that needed to be addressed was the amendment by petition dealing with trailers that was passed at the 2011 Town Meeting. Chairman Buckley stated that at the Town Government level there was a pretty wide consensus that the amendment was poorly worded and confusing. Chairman Buckley would like to present a clarified version. Member Roman added that the Zoning Regulations also have to be looked at with the intent of a complete review. Chairman Buckley agreed but noted that it is too late for the 2013 Town Meeting. Member Roman clarified with Chairman Buckley that the idea would be to target one or

two things that might get on the ballot. Member Rauth inquired about a list. Chairman Buckley replied that Mrs. Larson had been putting together a list of topics for amendments which included setbacks from roads, setbacks for swimming pools, business signage requirements, cell towers, the Master Plan and the Capital Improvements Program. Member Roman expressed her concern that the Board won't be able to accomplish what they want during regular meetings. Member Roman then suggested having a policy discussion before drafting anything. After a brief discussion the Board decided to hold a public meeting work session on Wednesday, November 7, 2012 from 4 p.m. to 6 p.m. at the Town Hall.

At 9:00 p.m. Member Roman made a motion to adjourn; seconded by Selectman Alternate Johnson and passed unanimously.

These draft minutes were prepared by Therese Larson, Town Planning Board Secretary.

POSTED OCTOBER 23, 2012