

**TOWN OF WEBSTER
PLANNING BOARD
MEETING MINUTES JULY 19, 2012**

At 7:00 p.m. Chairman Jere Buckley convened the regularly scheduled meeting of the Webster Planning Board.

Present were Chairman Buckley; Members Roman and Donovan; Selectman Alternate Member Johnson and Alternate M.J. Turcotte. Chairman Buckley then designated Alternate M.J. Turcotte to serve as a voting member in the absence of Member Rauth.

The first order of business was the review of the draft minutes from the June 21, 2012 meeting. Chairman Buckley stated that on page 2 in the last sentence, “*approved*” and “*Site Plan*” should be substituted for the words “accept” and “application”. The sentence should read, “At this time Selectman Fanjoy made a motion to ***approve*** the ***Site Plan*** which was seconded by Member Rauth and passed unanimously.” Secondly, on page 3, in the third to last paragraph listing the absences, Alternate Cummings was not included. The sentence should read, “At this time Member Donovan suggested waiting until the next Planning Board meeting to continue the review of the draft of the *Rules of Procedure* document due to the absences of Member Roman and Alternates Turcotte, Lorden and ***Cummings***.” Member Donovan made a motion to approve the minutes with the amendments; seconded by Alternate Turcotte and passed unanimously by the Board to accept the minutes as amended.

The next item on the agenda was the conceptual discussion with Joe DiPrima, owner of the Cozy Pond Campground. Chairman Buckley stated that what Mr. DiPrima wanted to discuss sounded more like Z.B.A. issues. Chairman Buckley did not have any objections to hearing what Mr. DiPrima had to say. Currently, Mr. and Mrs. DiPrima are residing in a travel trailer which is too small for them. He stated he had two options: 1) put in a larger travel trailer which would not be an issue or 2) build a small cabin. Mr. DiPrima’s intent for the conceptual discussion is to see if building the cabin would be an issue. Mr. DiPrima then passed out a rough drawing of the floor plan of the cabin to the Board. It would be 40 feet long and 14 feet wide. It would also have an attached deck 8 feet wide and the width of the cabin. This would be a seasonal cabin. The site already has state approved septic, water and electricity. It would not be rented out. Chairman Buckley stated that Mr. DiPrima was clearly talking about a commercial operation and a change to the special exception under which he is currently operating sounds like a Z.B.A. responsibility. Mr. DiPrima is aware that he will have to apply to the Z.B.A. If the cabin becomes a permanent structure, Mr. DiPrima may have to apply for a building permit like any other resident, permanent or seasonal. Member Roman stated that she did not think the cabin would qualify as a seasonal dwelling under the special exceptions rubric of Article V but it could be approved as a variance. After a brief discussion about his future plans, Mr. DiPrima stated he will start the process of applying to the Z.B.A. by submitting a letter with his request to the Board of Selectmen in time for their July 23, 2012 meeting.

The Board and Mr. DiPrima exchanged pleasantries and Mr. DiPrima then left for the evening.

The next item on the agenda was the continued review of the draft of the *Rules of Procedure Document*. The Board began their review with **section 10. Public Hearings**. Member Roman asked to read the Office of Energy and Planning's language regarding public hearings. Member Roman pointed out that O.E.P. did use the statutory language which she suggested that the Planning Board also use in the *Rules of Procedure*. Member Roman also read from the Local Government Center's book Municipal Law regarding Board deliberations during a public hearing and the re-opening of a public hearing after the hearing has been closed. A brief discussion followed.

After reviewing and discussing **section 10. Public Hearings** through **section 15. Conceptual Discussions**, Member Roman made a motion to adjourn which was seconded by Alternate Turcotte and passed unanimously by the Board.

The meeting was adjourned at 8:45 p.m.

Planning Board Minutes approved as written August 16, 2012,

Jere Buckley
Chairman of the Planning Board