

**TOWN OF WEBSTER
PLANNING BOARD
MEETING MINUTES AUGUST 16, 2012**

At 7:00 p.m. Chairman Jere Buckley convened the regularly scheduled meeting of the Webster Planning Board and had Mrs. Larson call the roll.

Present were Chairman Buckley; Members Susan Rauth and Susan Roman; Alternate Selectman Ex-officio Member Bruce Johnson and Alternates Rick Cummings, Mark Lorden and M.J. Turcotte. Chairman Buckley then designated Alternate Rick Cummings to serve as a voting member because of the absence of Member Mason Donovan.

The next order of business was the review of the draft minutes from the July 19, 2012 meeting. Member Roman made a motion to accept the minutes as written; seconded by Selectman Johnson and passed unanimously.

The next item on the agenda was the review of a lot line adjustment for the Dawe Trust. Earlier in the day, Chairman Buckley received a letter via e-mail from the Trustee of the Trust, Mr. Thomas Masland, Esq., requesting the hearing be continued until the next Planning Board meeting of September 20, 2012. Chairman Buckley also pointed out that the application had the incorrect information regarding the owner of the property. He asked that Mrs. Larson suggest to the applicant that he correct that. Also, whoever the agent will be must sign the application where indicated. The Board agreed by consensus that the requested postponement/continuation to September 20, 2012 at 7:05 pm was agreeable.

The next item of business was the conceptual discussion with resident James D. and Catherine Burke-Michaud of 1104 Pleasant Street, shown on tax map 6 lot 25-2 with 10.06 acres regarding a minor subdivision of that lot into 2 lots. The parent lot has a total of 400 feet of frontage prior to any subdividing. At this time Mrs. Burke-Michaud addressed the Board (her husband was working) and presented the Board with copies of drawings of the subdivision proposal. Mrs. Burke-Michaud was aware that 250 feet of road frontage was required for each lot. A brief discussion ensued while the Board reviewed Mrs. Burke-Michaud's drawings. Chairman Buckley stated that the road frontage struck him as a significant problem. He stated that the Planning Board could not blindly ignore the road frontage requirement. He stated that the applicant would have to apply to the ZBA for a variance. Alternate Cummings stated that the Planning Board has the right to waive its *Subdivision Regulations* but not the *Zoning Ordinance*. At the conclusion of the discussion, Chairman Buckley reiterated to Mrs. Burke-Michaud that this was a conceptual discussion and was not binding for either party. Mrs. Burke-Michaud thanked the Board for their time. She will be in touch with Mrs. Larson.

The next item of business was the continued review of the draft of the *Rules of Procedure* document. The Board began discussion where they left off at **section 16. Site Plan Reviews** and completed their review with the last **section 22. Amendment**. At this time

Chairman Buckley stated he will try to distribute draft number 5 to the Board members well in advance of the September 20th Planning Board meeting.

Moving forward, the Board will begin work on updating the *Subdivision Regulations* and the *Zoning Ordinance*. Chairman Buckley said one suggestion would be for the Board to meet as a group to discuss the general direction it wants to go and then assign individuals or subcommittees specific tasks to work on.

The meeting was adjourned at 8:10 pm.

August 16, 2012 Planning Board Minutes approved as written September 20, 2012.

A handwritten signature in black ink, appearing to read "Jere Buckley", written over a horizontal line.

Jere Buckley

Chairman of the Planning Board

Approved as written