

**TOWN OF WEBSTER  
PLANNING BOARD  
MEETING MINUTES JANUARY 17, 2013**

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

Present were Chairman Jere Buckley, Vice Chair Member Sue Roman, Selectman Member Roy Fanjoy, Members Sue Rauth and Lynmarie Lehmann; Alternates Rick Cummings, M.J. Turcotte and Tom Clark; 100% attendance. Also present was Mr. William C. Pfeifer a resident from Battle Street.

The next item on the agenda was review of the draft minutes from the December 20, 2012 meeting. Selectman Member Fanjoy made a motion to accept the minutes as written; seconded by Member Rauth and approved unanimously.

**7:10 PM:** Chairman Buckley opened the Public Hearing on Proposed Amendments to the Town of Webster's Zoning Ordinance. He stated that the hearing was being recorded and continued to explain the procedure to the Board and the one member of the public in attendance.

The first proposed amendment as listed in the posting was the one that had to do with recreational vehicles. Chairman Buckley explained that the primary reason for the proposed amendment was to rectify and clarify the provisions added by approval of two confusing and ambiguous petitioned warrant articles by the 2011 Town Meeting. Chairman Buckley read the article as written from the proposed Warrant. Chairman Buckley then asked if any member of the public would like to speak in favor of the proposed amendment. There were none. Chairman Buckley then recognized Mr. William Charles Pfeifer of Battle Street, the only member of the public in attendance, who noted the provision allowing 7 days of temporary occupancy of a recreational vehicle on private property before requiring a permit from the selectmen. He opined that 7 days was too short a period, citing the example of visiting vacationers, and suggested this be changed to two or three weeks. Chairman Buckley thanked Mr. Pfeifer for his comments. He then, at 7:15 p.m. recessed the public hearing to allow board deliberation on this proposed amendment. Alternate Cummings stated that he was the one who thought a grace period would be a good idea. Currently, there is no grace period; residents are required to get a permit from the Selectmen for any temporary occupancy, the intent being to prevent temporary occupancy from morphing into permanent occupancy. Alternate Cummings did empathize with Mr. Pfeifer. After an in depth discussion, the Board agreed to increase the grace period to 15 days and to otherwise refine the wording of the proposed amendment. These changes being substantive, pursuant to RSA 675:3, a second public hearing on this proposed amendment was scheduled for Thursday, January 31, 2013 at 7:00 PM.

**7:51 PM** Chairman Buckley, noting that there no longer were any members of the public in attendance, moved directly to Board discussion of the proposed amendment adding a

definition of the term *structure*. *Structure* is not presently defined in Webster's Zoning Ordinance. Chairman Buckley stated that surrounding towns do define the word structure. He then read the article as written from the proposed Warrant. Member Lehmann suggested the Board wait to define *structure* just as they had decided to wait to define *setbacks*; wait and join them together rather than ending up tweaking and re-tweaking. Member Lehmann made a motion to retract Warrant Article 6. from the proposed Warrant; motion seconded by Selectman Member Fanjoy and passed unanimously.

The next proposed amendment changes the definition of *building*. Again, due to the absence of public input, Chairman Buckley moved directly to Board deliberation on the subject. The issue is that the current definition of *building* does not include roof as part of the description. Chairman Buckley recited several definitions of *building* from different surrounding towns' ordinances. Member Roman stated that this is also going to effect the setback requirements because they apply to *buildings*. Selectman Member Fanjoy suggested that this change might also be deferred pending further discussion. Member Roman stated that in her view she would rather pass over it or adopt the Town of Springfield's broader definition for now. Member Roman made a motion to adopt the Town of Springfield's definition of *building*; no one seconded the motion. After a lengthy discussion, Selectman Member Fanjoy made a motion to go with the currently proposed amended definition of *building* as written as a Warrant Article for Town Meeting 2013; seconded by Member Lehmann. In favor were Selectman Member Fanjoy, Member Lehmann and Chairman Buckley; opposed were Members Roman and Rauth. The motion carried 3 – 2 in favor.

The last proposed amendment was the addition of new text regarding modification and upgrading of PWSF (Personal Wireless Service Facilities). Once again, due to the absence of public input, Chairman Buckley moved directly to Board deliberation on the subject. Member Lehmann made a motion to accept the proposed amendment as written as a Warrant Article for Town Meeting 2013; seconded by Member Roman and passed unanimously.

Chairman Buckley stated that the second public hearing will be on Thursday, January 31, 2013 at 7:00 PM and the only subject will be the proposed amendment regarding the RV issue.

**8:30 PM:** The previously recessed public hearing was closed.

At this time, Chairman Buckley continued the regular Planning Board meeting business. He stated that the Board has a lot to do and should prioritize. Member Roman suggested starting with setbacks. Alternate Member Cummings suggested ***Subdivision Regulations*** because those do not have to go on the ballot for a Town Meeting. One of Alternate Cummings' concerns encompasses developing guidelines with regards to major and minor subdivisions. Chairman Buckley agreed. Member Lehmann suggested setting

aside blocks of time at each of the upcoming regular Planning Board meetings to spend working on amending the regulations rather than waiting until something happens. Chairman Buckley stated that one of the lessons learned this past year was not to wait until November or December to start working on amendments. Chairman Buckley then recited his "To Do" list without regards to prioritization:

- ***Zoning Ordinance*** re setbacks, innovative land use, subdivision into buildable lots and general overhaul.
- ***Driveway Regulations***
- ***Subdivision Regulations***
- ***2005 Master Plan***
- ***2005 Capital Improvement Program (CIP)***

Chairman Buckley stated that he had run into Roger Becker, former Administrative Assistant for the Town of Webster. They discussed the *CIP*. Chairman Buckley asked if Mr. Becker would be willing to participate in helping out. Mr. Becker said yes.

Member Lehmann stated that her opinion was to start working on the ***Subdivision Regulations***. She said that Alternate Cummings' suggestion made sense because those amendments can be approved by the Board subject to a public hearing; then prioritize remainder of the list by setting dates. The Board agreed to put the ***Subdivision Regulations*** at the top of the list. Member Roman suggested that the Board look at other towns' subdivision regulations. Chairman Buckley added that he would like to continue the work they started on the ***Driveway Regulations***. Selectman Member Fanjoy suggested that at the February meeting, the Board spend perhaps an hour on the ***Subdivision Regulations*** and then break away from that to continue working on the ***Driveway Regulations***. Chairman Buckley reminded the Board that a visit from the Webster Conservation Commission will be on the agenda for the February 21<sup>st</sup> meeting. Selectman Member Fanjoy asked if Mrs. Larson could send the Board a copy of the ***Subdivision Regulations*** via e-mail. Chairman Buckley noted that he had prepared a draft revision of the Subdivision Regulations in 2005, with further updates of same in 2006 and 2008. He suggested this as a starting point for the Board's consideration and agreed to work with Mrs. Larson to get copies distributed of the 2008 version for review. Member Lehmann also suggested that Mrs. Larson also send the links to different towns' websites in order for the Board to study their subdivision regulations. The Board asked Mrs. Larson to provide the links to the following towns: Bow, Hopkinton, Warner and Boscawen.

At 9:03 PM Selectman Member Fanjoy made a motion to adjourn; seconded by Member Lehmann and passed unanimously.

Audio minutes are also on the Town's website [www.webster-nh.gov](http://www.webster-nh.gov).

These minutes were approved as amended at the Planning Board meeting of March 21, 2013.

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Jere D. Buckley, Chairman

Approved as Amended