

**TOWN OF WEBSTER
PLANNING BOARD
MEETING MINUTES FEBRUARY 20, 2020**

At **6:30 pm** Chairperson Rauth convened the regularly scheduled meeting of the Planning Board and took attendance. Members present: Lynmarie Lehmann and Craig Fournier; Alternate Members present: Kathy Bacon and David Hemenway (arrived a few minutes after meeting convened). Chairperson Rauth appointed Ms. Bacon to serve as a voting member for this meeting due to Member Paul King's absence.

Members of the Public Present: Kim Fortune-resident; Jeff & Cathy Evans-residents and subdivision applicants; Jacques Belanger, surveyor and agent for Mr. & Mrs. Evans.

The next order of business was a **Minor Subdivision Application PB Case No. 20-01** submitted by property owners Jeffrey A. and Catherine Evans, 1532 Battle Street located on Tax Map 3 lot 46-1 to be subdivided into 2 lots; 3-46-1 = 5.48 acres and 3-46-1-1 = 3.15 acres. Chairperson Rauth asked the Board to review the application for completeness. Member Lehmann made a motion to approve the application as written; seconded by Member Fournier and approved unanimously.

6:33 pm Public Hearing commenced per the request of the property owners for an expedited review.

At this time Chairperson Rauth invited Mr. Belanger to make his presentation on behalf of the property owners. Mr. Belanger referred to a three page set of plans; 1) *Subdivision*, 2) *Topographic* and 3) *Proposed Driveway Layout and Grading Plan*. Mr. Belanger explained that the Evans' want to build a smaller house for themselves on the proposed 3 acre lot. During the presentation, Mr. Belanger informed the Board about having applied to the NH DOT for a driveway permit in addition to the Town's Driveway Permit application, because Battle Street is a state road, Route 127, and jurisdiction for driveways intersecting with state roads falls under NH DOT. Mr. Belanger then referred the Board to the third page of the plans. He gave an explanation regarding the reasoning behind the proposed driveway plans. He also explained that because the lot is under five acres, he will apply to the NH DES Septic division for a subdivision permit, which is also stated in the Town's Subdivision Regulations. He stated test pits have been done. He added they had not applied for that permit yet in case there might be any changes to the plan after tonight's hearing. Mr. Belanger stated he did not foresee any problems.

Member Fournier had concerns regarding the location of the driveway; its 10% grade; water runoff into the road, ditching, etc. He stated he had driven by the lot and said it was very high above the road. A brief discussion followed. Mr. Belanger stated using that particular location for the driveway would tie into the road's cross culvert and natural drainage which was also supported by his engineer. Mr. Belanger continued to answer all the Board's technical questions and stated that he and his clients had met the regulations. At this time, Member Lehmann made a motion to grant the subdivision conditional upon the final plat to include: "No further subdivisions shall be permitted."; indications and statement of granite bounds where appropriate; setting of all boundary markers per the Subdivision Regulations; submission of three (3) updated paper plats; submission of two (2) final Mylars; each boundary marker shall be flagged for easy identification with surveyor's tape above grade level; walking of the bounds by designated Planning Board members; submission of required NH DOT state driveway permit approval and submission of required NH DES state septic subdivision approval. The motion was seconded by Member Fournier and approved unanimously. There were no members of the public present to speak for or against the application.

6:58 pm public hearing closed.

At **7:01 pm** Chairperson Rauth opened the second public hearing pursuant to RSA675:6 & 7 regarding the adoption of proposed amendments to the Site Plan Review Regulations, subdivision procedures, site plan and subdivision checklists and site plan and subdivision applications. Chairperson Rauth stated the major change the Board agreed upon was the distinction between minor and major site plan reviews. A minor site plan review could have a hand drawn map and a major site plan review would require a licensed survey. She added that there was also language to say the Planning

Board does have the authority to determine if they want to bring in some of the major site plan review requirements into a minor site plan review. She stated that was the essence of the change that was made. Chairperson Rauth asked if the Board had any questions or felt the need to have further discussion. Member Lehmann stated she did not think the Board needed to discuss it.

7:10 pm public hearing closed. Member Lehmann made a motion to adopt and approve the amendments to the Site Plan Review Regulations, subdivision procedures, site plan and subdivision checklists and site plan and subdivision applications as presented; seconded by Acting Member Bacon and approved unanimously.

The next order of business was review of the draft minutes from January 16, 2020. Member Lehmann made a motion to accept the January 16, 2020 minutes as written; seconded by Member Fournier; approved 3 in favor, 1 in abstention – Member Lehmann was not in attendance at that meeting.

The next order of business was to review and discuss proposed amendments to the Driveway Regulations. Chairperson Rauth reminded the Board of their approval of the following amendment at the January 16th meeting:

“Driveways longer than 300 feet should provide a passing zone of an additional 12 feet width, for a distance of 50 feet on the straight portion, at intervals of no more than 300 feet, to allow passage of vehicles travelling in opposite directions.”

She also reminded the Board that at last month’s meeting Alternate Member Hemenway had brought to their attention his concerns regarding driveways in excess of 300 feet. At this time Chairperson Rauth recognized resident Kim Fortune of Tyler Road. Mrs. Fortune was in attendance to voice her support of the above amendment. A brief discussion ensued.

The next order of business was to approve the 2020 Final CIP report. After a review it was discovered that the copy of the report was incorrect – it did not have certain tables included. Therefore, Chairperson Rauth tabled discussion and approval of the 2020 CIP report until she had a correct version to present.

The next order of business was to discuss the progress of the proposed wetlands ordinance. The first meeting had to be cancelled due to a snowstorm. After a brief discussion, Chairperson Rauth suggested having the Wetlands Ordinance Subcommittee meeting either on March 3rd or 5th at 6:30 pm in the Select Board conference room. She will send out an email to narrow down the final date.

The next order of business was discussion about agriculture and agritourism regulations regarding a proposed ostrich farm in Webster. At next month’s Planning Board meeting of March 19th, there will be a Preliminary Conceptual Discussion about the same. Information from the Master Plan about those subjects and the pertinent land use RSA’s had been distributed with the agendas for this meeting (RSA’s 21:34-a; 672:1, III-b; 674:32, a-b; 432:32-35; and a handout ***Local Regulation of Agriculture Toolkit***.) Member Lehmann stated the property owners will still need a Zoning Board commercial exception and a Planning Board site plan review. A brief discussion followed including topic of waste management, best management practices, manure and composting, etc. NH Department of Agriculture has a wealth of information for cities, towns and property owners.

At this time Chairperson Rauth stated she would put off discussion of the other part of the Driveway Regulations until the next meeting due to the late hour.

7:42 pm meeting adjourned.

These minutes were approved as written at the Planning Board ZOOM meeting on May 21, 2020.
Respectfully,

Susan Rauth, Chairperson