

**WOLFEBORO PLANNING BOARD
REGULAR MEETING
May 4, 2010
MINUTES**

Members Present: Kathy Barnard, Chairman, Stacie Jo Pope, Vice-Chairman, Chuck Storm, Selectman's Representative, Chris Franson, Richard O'Donnell, Jennifer Haskell, Dave DeVries, Members, Alternate.

Members Absent: Steve Buck, Dave Alessandrone, Fae Moore, Alternates.

Staff Present: Rob Houseman, Director of Planning & Development, Lee Ann Keathley, Secretary.

Chairman Barnard opened the meeting at 7:00 PM.

Consideration of Minutes

December 1, 2009

Corrections:

Page 11, 2nd paragraph, change "Holly" to Halle"

It was moved by Jennifer Haskell and seconded by Chris Franson to approve the December 1, 2009 Wolfeboro Planning Board minutes as amended. Kathy Barnard, Stacie Jo Pope, Dave DeVries, Chris Franson, Jennifer Haskell, Richard O'Donnell voted in favor. Chuck Storm abstained. The motion passed.

April 6, 2010

Corrections:

Change "collocation" to "co-location" throughout minutes

Page 4, 10th paragraph; change "eye sore" to "eyesore"

Page 10, insert new paragraph 3 to read as follows; "The nonbinding pre-application discussion concluded."

It was moved by Stacie Jo Pope and seconded by Jennifer Haskell to approve the April 6, 2010 Wolfeboro Planning Board minutes as amended. All members voted in favor. The motion passed.

April 20, 2010

Corrections:

Page 2, insert new paragraph 6 to read as follows; "The Board agreed to discuss the issue further when the Board reviews the Rules of Procedure."

It was moved by Richard O'Donnell and seconded by Chris Franson to approve the April 20, 2010 Wolfeboro Planning Board minutes as amended. All members voted in favor. The motion passed.

Informational Items

Rob Houseman reviewed such.

Public Comment

None.

Subcommittee Reports

- TRC
4/7/10; nonbinding meeting for RCC Atlantic for an equipment shelter, boundary line adjustment for Johnson Family Trust on Summer Lane and discussion with a person purchasing a house at 245 South Main Street (located in the ROI District).
- Master Plan Implementation Committee
Stacie Jo Pope stated a memo was sent to all Department Heads requesting review and submittal of CIP items; noting the submittal deadline is 6/4/10. She stated the Committee would begin meeting following the submittal deadline.
- CIPC
No report.

Action Item

**Johnson Family Trust
Lot Merger
TM #260-29 & 30**

Rob Houseman stated his memo, dated 4/27/10, states each lot contains a dwelling unit (lots considered fully developed) therefore, the merger would create a new nonconformity and he could not recommend the approval of the merger until such time that one of the dwelling units were eliminated from the property. However, since the time the memo was written, he stated the applicant has been issued a raze permit for the dwelling unit on TM #260-29.

Brian Berlind stated he is unsure if the dwelling has been removed.

Rob Houseman recommended the Board grant conditional approval subject to receipt of confirmation that the unit on lot 29 has been removed in accordance with the ordinance and verified by Staff.

It was moved by Chris Franson and seconded by Jennifer Haskell to approve the Johnson Family Trust Lot Merger, TM #260-29 & 30, subject to receipt of confirmation that the unit on Lot 29 has been removed in accordance with the ordinance and verified by Staff. All members voted in favor. The motion passed.

Scheduled Appointments

**Governor Wentworth Regional School District
RSA 674:54 Governmental Use of Property
Agent: Jim Rines, White Mountain Survey Co., Inc.
Tax Map #244-61 & 64
Case #201016**

Rob Houseman reviewed the Planner Review for May 4, 2010; noting the applicant is seeking to review Phase II for the Kingswood Regional High School, Middle School and Vocational Center Project in compliance with RSA 674:54. He stated the project is proposed to be constructed in two phases; Phase I, the auditorium,

parking and sports fields – October 2010 and Phase II, new and renovated school space – June 2011. He stated the applicant has received the necessary NH DOT Driveway Permit for the site which includes the elimination of the two drive cuts associated with the parking directly in front of the High School. He requested the applicant present the functional changes to the entrances as it relates to bus drop off and pick up departure from the site. In regard to parking and circulation, he stated no calculations have been provided. In regard to storm drainage, he stated the applicant has not provided any analysis regarding the pre and post development drainage impact; noting such should be analyzed by the Town's consulting engineer to ensure the project does not negatively impact the downstream abutters or adversely affect Rust Pond. He stated a NH DES Site Specific Permit is required since the project will have more than 100,000 SF of impact on the site in addition to a NH DES Dredge & Fill Permit. He stated no lighting information has been provided and recommended the Board address the number of lights proposed, hours of illumination, light color and lighting impact on abutting properties. He stated it is unclear if the changes have been made to the original site plan that affects natural resources and noted that litter storage is not addressed. He stated the applicant has not provided any signage information or lighting detail for any proposed sign. In regard to Design Review, he stated the applicant has submitted architectural renderings of the proposed auditorium however, no rendering has been provided for the High School, Middle School or Vocational Education additions.

Jim Rines, White Mountain Survey Co., Inc., stated the applicant came before the Board in August 2009 to present Phase I and an overview of the project. He reviewed circulation and access; noting there are 5 curb cuts and the NH DOT Driveway Permit has been issued. In regard to parking, he stated that although there were 385 parking spaces on the property prior to construction and 492 spaces following construction, they remain 28% deficient in regard to meeting the requirements. He stated a formal landscaping plan has not been submitted; noting trees along the road are not being removed and additional trees are proposed within 30' of the parking spaces as required by zoning. In regard to storm drainage, he stated bio-retention areas will be constructed in Location B (noting a 10% increase in flow in that area) and there would be no change in flow to Location C. He reviewed the location of the dry wells and stated that currently (pre-construction) runoff is not treated however, post construction 1.6 acres of roof area and pavement will be treated. In regard to snow storage, he stated some areas would be hauled off site.

Chris Franson questioned whether the boulders located on McManus Road would be removed and how the boulders would impact snow storage.

Jim Rines stated the boulders are positioned to protect the pedestrian walkway and would remain. He stated a bucket loader would be used to place snow beyond the boulders. He stated the site is serviced by Town water and sewer; locating the gravity sewer line on the plan. He stated lighting plans would be submitted following final design. He stated a wetlands permit is necessary due to the alteration of the tail wall and reorientation of piping; noting temporary impacts would be restored. He stated there are no endangered species of flora and fauna and the Alteration of Terrain permit has been filed. He stated the dumpster has been relocated next to the skid pad for the geothermal heating system which is located behind the school building. He stated signage is not finalized; noting the Class of 2008 gave the school a sign. He stated there would be sidewalks along McManus Road that will connect to the sidewalk system on Route 28.

Richard O'Donnell stated he thought there would be more plants and trees than being discussed and questioned why the landscaping does not meet the standards for parking. He stated the landscaping is just as important as architecture.

Jim Rines stated if the standards were met, 80 trees would be required. He stated historically, the Agriculture Department has completed the landscaping and noted that trees compete with drainage.

Chuck Storm questioned whether McManus Road is a Town Road.

Chip Kraus, CMK Architects, stated the road is a private right-of-way over the School District's property; noting the road has been relocated 3 times since constructed. He reviewed elevations and architecture; noting the tower in the front of the high school houses mechanical equipment.

Chris Franson questioned whether there would be rooms without windows.

Chip Kraus stated all classrooms have windows however, some interior space, such as the teacher's room, will not have windows.

Richard O'Donnell stated he is impressed with Elevation A. He stated the massing of the tower has changed and due to such, the design has now lost something in the transition. Referencing the side elevations, he recommended a parapet on the roof off the sides of the tower.

Chip Kraus stated the previous drawing showed an open gable to the street and now the design shows a hipped roof.

Richard O'Donnell questioned the roof material.

Chip Kraus replied membrane roof, gray in color. He reviewed the elevations and drawings for the Middle School and brick exterior for the Multi-purpose building. In regard to lighting for the school, he stated it would be dark sky compliant with traditional orientated lighting for the schools and LED lighting with more contemporary fixtures for the Multi-purpose building.

Chairman Barnard opened the public hearing.

Larry Tufts, 21 Brewster Heights, questioned whether the bleachers would be handicap accessible.

Chip Kraus replied yes.

Larry Tufts expressed concern regarding the affects of blasting and digging close to his property on his septic system; noting his septic system alarm has gone off three times since construction began and has needed repairs.

Jim Rines stated he would forward the information to the blasting company.

Larry Tufts stated he spoke to the person in charge of the blasting company at the time and was informed that the vibrations were measured and were within normal range.

Jim Rines questioned whether he has experienced any further problems since the blasting has ceased.

Larry Tufts replied no.

Kathy Barnard questioned lighting for sports fields.

Jim Rines stated no changes have been made since the proposed lighting outlined in Phase I; noting the fixtures from the existing fields would not be used. He stated the existing lighting is higher and brighter than the new lighting.

Chip Kraus stated some of the lighting would be blocked by the Multi-Purpose building.

Chris Franson reiterated that she hopes all classrooms have windows and is alarmed that the dumpsters are located next to the geothermal shed; noting concern for such.

Jim Rines stated the dumpster is a roll off dumpster and handled differently than other dumpsters.

Richard O'Donnell commended the architects and requested the applicant give more consideration to the tower element.

There being no further questions or comments, Chairman Barnard closed the public hearing.

Rob Houseman reviewed the following recommendations relative to the proposal;

1. Recommend that the School District comply fully with all the Town regulations.
2. Clarify lighting issues, especially the potential impact to the abutting properties.
3. Recommend that the site improvements clearly be identified by phases to insure that proper drainage improvements are constructed in advance of the impacting site changes.
4. Recommend that the streetscape, buffering, and screening plan, if not to be implemented at once, be implemented in a phased plan that first protects the abutter and the streetscape.
5. A lighting plan be submitted.
6. Storm drainage analysis be reviewed by the Town's consulting engineer.
7. Recommend that the site plan be updated to include:
 - i. Drainage construction detail
 - ii. Buffer yard requirements for the rear and side of the property
 - iii. Provide sign and lighting detail

It was moved by Chris Franson and seconded by Chuck Storm to encourage the Governor Wentworth Regional School District, Case #201016, to accept the Planning Board recommendations. All members voted in favor. The motion passed.

Rhonda Martin
Site Plan Review
Agent: Rick Eaton
Tax Map #217-42-2
Case #201014

Rob Houseman reviewed the Planner Review for May 4, 2010; noting the applicant is seeking Site Plan Review approval for a take-out window; noting the owner of Crepes Ooh La La wish to install a seasonal take out window on the gable end of the building facing the railroad station. In regard to litter storage, he stated the applicant proposes to have no outdoor litter storage and no sign information has been provided. He stated the applicant has requested the following waivers; 173-15.E.(1), (2), (3), (4). He stated the sidewalk is owned by the condo association; noting it is not a public sidewalk.

Rick Eaton stated the intent of installing the take-out window and awning is to increase visibility and increase ice cream sales. In regard to litter storage, he stated a small trash container would be placed by the window and brought in every night.

Chris Franson questioned whether the trash receptacle would be covered.

Rick Eaton replied yes. In regard to signage, he stated there would be a small sign on the awning valance; noting 3 signs are allowed. He stated there is ample lighting from the street lights however, rope lights within the awning may be installed.

It was moved by Jennifer Haskell and seconded by Richard O'Donnell to grant the waiver request from Section 173-15.E.(1), (2), (3), (4). All members voted in favor. The motion passed.

It was moved by Stacie Jo Pope and seconded by Chris Franson to accept the application as complete. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

There being no questions or comments, Chairman Barnard closed the public hearing.

Rob Houseman reviewed the following recommended conditions of approval;

1. All signage shall be in compliance with the Wolfeboro Sign Ordinance.
2. Any refuse container installed by the applicant shall be the applicant's responsibility to properly dispose of on a daily basis.

It was moved by Stacie Jo Pope and seconded by Chuck Storm to approve the Rhonda Martin Site Plan Review application, Case #201014, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

**Johnson Family Trust & Theresa L. Auen Trust
Boundary Line Adjustment
Agent: Brian Berlind
Tax Map #260-30 & 32
Case #201013**

Rob Houseman reviewed the Planner Review for May 4, 2010; noting the applicant proposes to reconfigure the internal boundary line in order to bring the proposed building design into compliance with the required setbacks; noting Tax Map 230-32 will decrease in acreage from 65,254 SF to 63,192 SF with no change to road frontage and Tax Map 260-30 will increase in acreage from 33,069 SF to 49,733 SF by this boundary line adjustment, representing an increase of 2,061 SF and the lot merger, representing an increase of 14,603 SF with no change to the road frontage and an increase in shore frontage from 109' to 194'. He stated TM #260-30 remains nonconforming; noting the Board needs to make the determination that the overall configuration is an improvement. He stated the applicant has requested the following waiver; Section 6.13. He asked Fenton Varney if the dwelling has been removed.

Fenton Varney stated the building has been demolished; noting the construction debris would be removed tomorrow.

Richard O'Donnell questioned wetland impact.

Rob Houseman stated wetlands exist on the property however, the proposal does not impact wetlands.

Referencing the waiver request, Brian Berling stated the application is a boundary line adjustment of developed lots where no new lots are created; noting TM #260-32 is becoming functionally larger because in exchange for the 2061 SF parcel to be conveyed out, a 7,837 SF septic easement is being released.

It was moved by Chuck Storm and seconded by Jennifer Haskell to grant the waiver request from Section 6.13. All members voted in favor. The motion passed.

It was moved by Jennifer Haskell and seconded by Stacie Jo Pope to accept the application as complete. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

There being no questions or comments, Chairman Barnard closed the public hearing.

Rob Houseman reviewed the following recommended conditions of approval;

1. The following plan, as amended by the Planning Board approval, is incorporated into the approval;
Plan 1: Sheet 1 of 1: Proposed Boundary Line Adjustment between lands of Johnson Family Trust with Theresa L. Auen Trust, 61 & 63 Summer Lane / Lake Winnepesaukee with 15 Abenaukee Drive, Wolfeboro, New Hampshire, Tax Map #260-30 with Tax Map #260-32. Prepared by Brian Berling, LLS, Land Technical Service Corp., PO Box 60, Ossipee, New Hampshire 03864, Wetlands Delineated by Peter Cooperdock, CWS, Fernstone Associates, Plan dated April 4, 2010.
2. Payment of all recording fees.
3. Submittal of a boundary monumentation certification once the new monuments have been set.
4. Submittal of an updated Mylar plan for recording at the Carroll County Registry of Deeds.
5. Submittal of a copy of the revised deed recorded at the Carroll County Registry of Deeds, reflecting the boundary line adjustment.

Finding of Fact: The Planning Board believes the overall configuration is an improvement because the proposal does not increase the nonconformity and TM #260-30 is expanded.

It was moved by Stacie Jo Pope and seconded by Chuck Storm to approve the Johnson Family Trust & Theresa L. Auen Trust Boundary Line Adjustment application, Case #201013, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

It was moved by Jennifer Haskell and seconded by David DeVries to adjourn the May 4, 2010 Wolfeboro Planning Board meeting. All members voted in favor.

There being no further business, the meeting adjourned at 8:57 PM.

Respectfully Submitted,

Lee Ann Keathley
Lee Ann Keathley

