

WOLFEBORO PLANNING BOARD
October 18, 2011
MINUTES

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

Members Absent: Dave DeVries, Member, Fae Moore, Dave Alessandroni, Steve Buck Alternates.

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

Chairman Barnard opened the meeting at 7:00 PM at the Wolfeboro Public Library.

CIP Public Hearing

Rob Houseman reviewed the CIP presentation, see attached.

Chairman Barnard opened the public hearing.

Randy Tetreault questioned how impact fees would be determined.

Rob Houseman stated the Board has only adopted school impact fees however, in regard to road impact fees, a flat fee would be used.

Kathy Barnard questioned whether the figure provided for the Glendon Street parking lot is a firm number; noting the need for the completion of the project.

Rob Houseman replied no.

Kathy Barnard questioned the sewer project and length of time regarding completion of such.

Rob Houseman stated the building efficiency upgrades are expected to be 4+ years and 2 years for the spray irrigation facility.

Kathy Barnard questioned why 3 major projects were placed on the CIP for 2016 (Community Center, Dockside improvements and Library).

Rob Houseman stated the library trustees intend to raise 50% of the figure noted in the CIP. He stated several departments have submitted projects for new or expansion of existing facilities and the CIP Committee is requesting a facilities plan.

Kathy Barnard commended Stacie Jo Pope, the CIP Committee and Staff for their efforts.

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

It was moved by Chris Franson and seconded by Richard O'Donnell to adopt the 2012-2022 Capital Improvements Program and forward such to the Board of Selectmen and Budget Committee. All members voted in favor. The motion passed.

Action Item

Acquisition of Pine Hill Cemetery Tax Map #161-1

The Board reviewed the Town Manager's memo, dated 10/6/11, which states the trustees of the Pine Hill Cemetery have approached the BOS about conveying the cemetery to the Town; noting as required by RSA 4:14-a the Board is required to review and comment on such.

Rob Houseman stated there is no land use impact; noting there are approximately two dozen grave sites available.

Chris Franson questioned maintenance and cost associated with such.

Chuck Storm stated the trustees have turned over to the Town 2-3 years of maintenance funds. He stated the land is being conveyed to the Town at no cost.

Kathy Barnard stated the site has historic significance.

Rob Houseman stated the cemetery would be maintained by the Parks & Recreation Department.

It was moved by Richard O'Donnell and seconded by Stacie Jo Pope to support the acquisition of Pine Hill Cemetery; noting the site is historic and there is no adverse land impact from the acquisition of the property. All members voted in favor. The motion passed.

Scheduled Appointment

Hopewell Family 2006 Irrevocable Trust 2-Lot Subdivision Agent: Randy Tetreault, Norway Plains Survey Associates, Inc. Tax Map #120-3 Case #201115

Rob Houseman reviewed the Planner Review for October 18, 2011; stating the applicant proposes a two-lot subdivision in which Lot 1 would consist of 33.2 acres with frontage on Stoneham Road and Lot 2 would consist of 104.1 acres with frontage on Jenness Farm Road and Stoneham Road. He stated the application is exempt from the Open Space Subdivision Ordinance. He stated the applicant has requested the following waivers; Sections 9.02, 7.04 D, E & F.

Randy Tetreault stated the property was previously surveyed and staked; noting the submitted plan is a retracement survey. In regard to the waivers, he stated such are requested due to the size and character of the proposed lots. He stated the total property area is 137.4 acres of which 92.8 acres would remain under an existing conservation easement; noting the 33.2 acres encompassed by the proposed subdivision would not be bound by the current conservation easement requirements.

Richard O'Donnell questioned whether the fire pond is available to the Town and abutters.

Randy Tetreault replied yes.

Richard O'Donnell questioned whether test pits were dug.

Randy Tetreault stated he is unaware of such.

Stacie Jo Pope verified the applicant is not requesting approval for the creation of a lot that in the future would require a Special Use Permit for development.

Chris Franson verified the applicant is aware that another lot cannot be created within a 7 year period.

It was moved by Chuck Storm and seconded by Richard O'Donnell to grant waivers for Sections 9.02, 7.04 D, E & F. 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. The following plan, as amended to the date of approval, is hereby incorporated into this approval;
Plan 1: Subdivision Plan of Land, Stoneham Road, Jenness Farm Road @ Cotton Valley Road, Carroll County, Wolfeboro, NH for Hopewell Family 2006 Irrevocable Trust, September 2011, Plan prepared by Randolph Tetreault, LLS, Norway Plains Survey Associates, Inc., PO Box 249, Rochester, NH 03867, Dated September 14, 2011.
2. The applicant shall provide a monument certification once the boundaries are properly set.
3. The applicant shall be responsible for the payment of all recording fees.
4. The applicant shall submit a Mylar plan for recording at the Carroll County Registry of Deeds.
5. At the time of the issuance of a building permit, the applicant shall adhere to monumentation and setback compliance per the Wetlands Conservation Overlay District.
6. A no touch buffer notation shall be added to the wetlands note on the plan.

It was moved by Richard O'Donnell and seconded by Chuck Storm to approve the Hopewell Family 2006 Irrevocable Trust Subdivision application, Case #201115, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

Work Session

- **C2 Wolfeboro Falls Limited Business District**
The Board reviewed revisions relative to parking and shorefront setback.

It was moved by Chuck Storm and seconded by Chris Franson to move C2 Wolfeboro Falls Limited Business District Ordinance to public hearing. All members voted in favor. The motion passed.

- **Wetlands Ordinance**

The Board reviewed the changes recommended by Town Counsel.

It was moved by Chris Franson and seconded by Chuck Storm to move Wetlands Conservation Overlay District, including the revised changes by Town Counsel, to public hearing. All members voted in favor.

- **Group Homes**

Kathy Barnard stated the Board requested review and comment by Ben Frost; referencing Mr. Frost's emails she noted Mr. Frost is skeptical of the proposal.

Chris Franson stated the Board should not do anything in regard to regulating group homes.

Jennifer Haskell agreed.

Following review of such, the Board agreed to the following;

- Staff to forward to Local Government Center for legal review & comment (to include Town Counsel and Ben Frost's comments)
- Request guidance regarding nonbinding public hearings for larger group homes (4+)

It was moved by Chris Franson and seconded by Stacie Jo Pope to adjourn the October 18, 2011 Wolfeboro Planning Board meeting. All members voted in favor.

There being no further business, the meeting adjourned at 8:32 PM.

Respectfully Submitted,

Lee Ann Keathley

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