

WOLFEBORO PLANNING BOARD

April 5, 2011

MINUTES

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

Members Absent: Richard O'Donnell, Dave DeVries, Members, 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.

Consideration of Minutes

March 1, 2011

Corrections: Page 3, 1st paragraph, 8th line; strike "and", insert "though" between "even" & "the"
Page 5, 1st paragraph, 2nd line; replace "He" with "She"
Page 8, change "Gubisa" to "Grubisa", change "Mary" to "Mari"

It was moved by Stacie Jo Pope and seconded by Chris Franson to approve the March 1, 2011 Wolfeboro Planning Board minutes as amended. All members voted in favor. The motion passed.

March 15, 2011

Corrections: Page 1, Members Present; strike "Chuck Storm"

It was moved by Chris Franson and seconded by Stacie Jo Pope to approve the March 15, 2011 Wolfeboro Planning Board minutes as amended. Kathy Barnard, Jennifer Haskell, Stacie Jo Pope, Chris Franson voted in favor. Chuck Storm abstained. The motion passed.

Informational Items

Rob Houseman reviewed such; noting that after reviewing the Census data, he believes the information is not accurate.

Public Comment

None.

Subcommittee Reports

- **TRC**
3/2/11; Nonbinding discussion for a boundary line adjustment on Blackberry Lane.
- **Energy Commission**
Stacie Jo Pope stated she attended a presentation for work the Commission is doing (energy saving projects within the Town; noting the Water Treatment Plant is the pilot project).
- **Municipal Asset Management Plan**
Stacie Jo Pope stated she is conducting research for a survey for such; noting the survey would be a tool for Department Heads to use to respond to.

Rob Houseman stated he is attending training for asset management use.

Action Items

Robert Lash & Marilyn Helen Lash Cluett

Lot Merger

TM #149-21 & 22

It was moved by Stacie Jo Pope and seconded by Jennifer Haskell to approve the Robert Lash & Marilyn Helen Lash Cluett Lot Merger, Tax Map #149-21 & 22. All members voted in favor. The motion passed.

Subcommittee Appointments

- **TRC;** Kathy Barnard
- **CIP;** Stacie Jo Pope

Scheduled Appointments

Marsha & Thomas Pursch / Richard & Patricia Jakle

Boundary Line Adjustment

Agent: Brian Berlind, Land Technical Service Corp.

Tax Map # 205-16, 17, 18

Case #201107

Rob Houseman reviewed the Planner Review for April 5, 2011; stating the applicants propose to merge a portion of TM #205-17 into lots 205-16 and 205-18; eliminating TM #205-17. He stated Lot 205-16 would increase in size from 1.2 acres to 1.971 acres, increase in frontage on Blackberry Lane from 56.61' to 102.05' and increase in frontage on Crescent Lake from 203' to 350'. He stated Lot 205-18 would increase in size from 1.12 acres to 1.49 acres, increase in frontage on Blackberry Lane from 49.30' to 74.82' and increase in frontage on Crescent Lake from 181' to 255'. He stated the applicant has requested the following waivers; Section 174.7.D.(4), (5), (6). He noted the lots are nonconforming because the lots were originally approved as an open space subdivision.

Ryan Martin, Land Tech, stated the waiver requests are reasonable because the number of lots are decreasing from 3 to 2 therefore, making the lots less nonconforming. He stated the lots are already developed and it would be an unnecessary hardship for the applicants to meet the requirements.

It was moved by Chuck Storm and seconded by Chris Franson to grant waivers Section 174.7.D.(4), (5), (6). All members voted in favor. The motion passed.

It was moved by Stacie Jo Pope and seconded by Jennifer Haskell 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.

Finding of Fact: In accordance with 175-55.C.2, the Planning Board believes the overall configuration is an improvement.

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: Sheet 1 of 1, Lot Line Adjustment by Consumption of TM #205-17 between lands of Richard H. and Patricia M. Jakle and Thomas A. and Marsha L. Pursch, Blackberry Lane/Crescent Lake, Wolfeboro, New Hampshire, Tax Map #205-16 with 205-17 and 205-18 with 205-17, Prepared by Brian Berlind, LLS, Land Technical Service Corp., PO Box 60, Ossipee, New Hampshire 03864, Plan Dated March 2, 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. The applicant shall be responsible for preparing a new deed representing the boundary line adjustment.

It was moved by Stacie Jo Pope and seconded by Chris Franson to approve the Richard H. / Patricia M. Jakle & Thomas A. / Marsha L. Pursch Boundary Line Adjustment application, Case #201107, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

**Lawrence & Bernice England
Subdivision
Agent: Alan Fall, LLS
Tax Map #8-1
Case #201108**

Chairman Barnard stated the applicant has requested a continuance.

It was moved by Chris Franson and seconded by Jennifer Haskell to continue the Lawrence & Bernice England Subdivision application, Case #201108, to May 3, 2011. All members voted in favor. The motion passed.

**Arthur Coviello
Boundary Line Adjustment
Agent: Jim Rines, White Mountain Survey Co., Inc.
Tax Map #214-1-30, 214-1-31
Case #201109**

Rob Houseman reviewed the Planner Review for April 5, 2011; stating the applicant proposes a boundary line adjustment to create a building envelope for Lot 30 away from the shorefront. He stated the original subdivision was approved as an open space subdivision; noting such does not require road frontage. He stated Lot 30 shall increase in area from 54,413 SF to 74,700 SF and increase in road frontage from 202.1' to 413.43' on Johnson Cove Road (no proposed change to shore frontage). He stated Lot 31 which includes the existing dwelling shall decrease in area from 49,598 SF to 29,311 SF and eliminate the street frontage on Johnson Cove Road (no proposed change to shore frontage). In regard to access, Lot 31 is currently accessed via a driveway over Lot 30 and is secured by an easement. He stated waivers for topography and HISS Mapping are not necessary because the information has been previously submitted as part of the Grand View Commons Subdivision approval.

Jim Rines stated the applicant intends to build a garage with living space over the garage and is seeking a Shoreland Permit and septic tank approval to connect to the community septic system. He stated the following

notes were added to the plan; if the lots were ever conveyed there would be a deed restriction placed on the lots and a 30' wide access easement would need to be platted. He stated by statute, the owner cannot grant himself an easement and both lots are owned by the same person.

Chris Franson questioned which lot would contain the garage with living quarters.

Jim Rines replied Lot 30; noting Lot 31 has an existing dwelling.

It was moved by Chris Franson 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.

Walter Fawcett, abutter, expressed concern for the deed restriction and verified the lots could revert back to the original boundary line adjustment.

Kathy Barnard stated the living quarters would have to be removed from the garage if a residential dwelling is proposed to be built in the future on Lot 30.

Rob Houseman stated the Planning Board requested the deed restriction; noting the Board was concerned for the shape of the lots if the owner wanted to revert back to another boundary line adjustment configuration. He stated the Board requested the deed restriction to ensure a boundary line adjustment similar to the original configuration.

Walter Fawcett expressed concern for the precedent being set; noting the lot would be less conforming.

Kathy Barnard stated the lot was configured under an open space subdivision approval; noting road frontage is not required. She stated the applicant is not creating any further nonconformity.

A letter of objection from John Zanchi Jr., 214 Sewall Road, was entered into the record.

There being no further 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: Plan of Boundary Line Adjustment, Prepared for Arthur W. Coviello, Jr., Lots 30 and 31, Grand View Commons, Johnson Cove Road, Wolfeboro, NH, James Rines, PE, White Mountain Survey Co., PO Box 440, Ossipee, New Hampshire, 03864, Dated March 16, 2011.
2. The applicant shall submit a Mylar plan for recording at the Carroll County Registry of Deeds.
3. The applicant shall provide a monument certification once the boundaries are properly set.
4. The applicant shall be responsible for preparing a new deed representing the boundary line adjustment.
5. The applicant shall be responsible for the payment of all recording fees.
6. The deed restriction, as noted on the plan, is adopted by reference and incorporated as a condition of approval.

It was moved by Chris Franson and seconded by Jennifer Haskell to approve the Arthur Coviello Boundary Line Adjustment application, TM #214-1-30 & 214-1-31, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

WORK SESSION

- **Natural Resource Chapter**

Rob Houseman stated the project has been completed and all information, data and plans associated with the Natural Resources Chapter of the Master Plan has been submitted. He reviewed the maps; noting the data is unlocked therefore, any consultant with GIS capability could easily update the maps.

The Board scheduled a presentation forum and adoption of such for 5/17/11.

- **Governmental Use**

Kathy Barnard stated the school district and library went through the planning process and reviewed their projects with the Board however, Town projects such as the expansion of parking lots has occurred without any Site Plan Review. She stated parking was expanded in front of the Police Department in a district the Board encourages and requires parking to be placed to the rear of the building. She recommended a policy for Town projects to go before the Planning Board.

Rob Houseman stated if it is the consensus of the Board, he would send a memo to the BOS and Town Manager and convey a desire by the Board to have the Town initiate a public hearing process for projects and participate in a nonbinding public hearing; to adhere to 674:54 in all instances by all departments.

Chris Franson stated she feels the abutters should have an opportunity to speak.

The Board requested Mr. Houseman to submit a memo regarding such to the BOS and Town Manager.

- **Guidelines / criteria for disposal of Town owned property**

Kathy Barnard expressed concern for the lack of criteria for the Board to consider when requested by the BOS to comment on the disposal of land. She stated the BOS has developed criteria for development of vacant properties on private roads (Class VI roads). She stated the Master Plan does not address the issue and feels the Board should have criteria when reviewing the disposal of land.

It was moved by Chris Franson and seconded by Jennifer Haskell to adjourn the April 5, 2011 Wolfeboro Planning Board meeting. All members voted in favor.

There being no further business, the meeting adjourned at 8:40 PM.

Respectfully Submitted,
Lee Ann Keathley
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