

WOLFEBORO PLANNING BOARD

July 12, 2011

MINUTES

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

Members Absent: Jennifer Haskell, Member, Fae Moore, Dave Alessandroni, 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.

Chairman Barnard appointed Steve Buck, Alternate, to sit in for Jennifer Haskell, Member.

Consideration of Minutes

June 7, 2011

It was moved by Chris Franson and seconded by Chuck Storm to approve the June 7, 2011 Wolfeboro Planning Board minutes as submitted. Kathy Barnard, Chuck Storm, Dave DeVries, Richard O'Donnell, Chris Franson, Steve Buck voted in favor. Stacie Jo Pope abstained. The motion passed.

June 21, 2011

It was moved by Stacie Jo Pope and seconded by Chris Franson to approve the June 21, 2011 Wolfeboro Planning Board minutes as submitted. Kathy Barnard, Chuck Storm, Stacie Jo Pope, Chris Franson, Dave DeVries voted in favor. Richard O'Donnell, Steve Buck abstained. The motion passed.

Informational Items

Rob Houseman reviewed such including the Census data.

Public Comment

None.

Subcommittee Reports

- **TRC**
6/8/11; nonbinding Site Plan Review discussion for Wolfeboro Congregation of Jehovah's Witnesses
7/6/11; nonbinding Site Plan Review discussion for Wolfeboro Congregation of Jehovah's Witnesses
- **CIP**
No report.
- **Master Plan Implementation Committee**
No report.

Kathy Barnard noted a steering committee has been formed relative to the Route 28 Corridor Study and the consultant was hired for the Lake Wentworth / Crescent Lake Watershed Management Plan.

Action Items

O'Connell Medical Office
Release of Financial Security
Case #201028

It was moved by Stacie Jo Pope and seconded by Chris Franson to grant the full release of financial security for O'Connell Medical Office, Case #201028, in the amount of \$5,180.00, based on the recommendations of the Town's consulting engineer, HE Bergeron. All members voted in favor. The motion passed.

Rose Stella LeBlanc / Andrew Evans Terragni
Lot Merger
687 South Main Street
TM #260-12, 14, 16

It was moved by Chuck Storm and seconded by David DeVries to approve the Rose Stella LeBlanc / Andrew Evans Terragni Lot Merger, Tax Map #260-12, 14, 16. All members voted in favor. The motion passed.

Scheduled Appointments

Lakes Region Restorations, Inc.
Site Plan Review
Agent: Brian Berlind, Land Technical Service Corp.
Tax Map # 71-2
Case #201112

Rob Houseman reviewed the Planner Review for July 12, 2011; stating the applicant proposes to convert the Center of Hope, neuro-rehabilitation facility, to a wooden boat restoration facility; noting no new encroachment into the wetlands. He stated the applicant proposes no modification to the drive entrance however; the change of use triggers a NH DOT Driveway Permit. He stated the applicant has submitted a site plan that includes lighting layout however, has requested the applicant submit a catalogue cut sheet of the proposed lights with shields. He stated the Board may wish to address the hours of illumination. In regard to Zoning Compliance, he stated the applicant has received a Variance for the proposed use. He stated the property falls within the Ground Water Protection Ordinance; noting the applicant's proposal is compliant with the provisions of the ordinance. He stated the proposal is exempt from this article because the impervious area is less than 15% and there is no regulated substance that shall be stored in containers equal to or greater than 5 gallons. He requested the applicant submit a cost estimate for site improvements and building elevations for review by the Board. He noted the following outstanding items; NH DOT Driveway Permit, NH DES Subsurface Disposal Permit, lumens plan or documentation that a lighting plan is not necessary and financial security estimate.

Kathy Barnard stated at the ZBA hearing the applicant did not indicate there to be motor repair and verified such to be true.

Brian Berlind stated the applicant is a craftsman in restoring classic wooden boats. He stated there would be two additional crew people and the existing building would be converted to a 2 bay restoration facility. He stated the building will not be a boat storage facility in the sense of retail rather, boat storage in relation to

boats being worked on. He requested the following waiver; Section 175.B.1, Septic Systems 75' from Wetlands.

It was moved by Chris Franson and seconded by Chuck Storm to grant waiver Section 175.B.1, Septic Systems 75' from Wetlands. All members voted in favor. The motion passed.

Kathy Barnard verified the applicant complies with the Ground Water Protection Ordinance.

Chris Franson requested the applicant to address #10 of the review by Appledore Engineering, dated 7/7/11.

Brian Berlind stated he needs to discuss such with Gregg Mikolaities, Appledore Engineering.

Richard O'Donnell questioned a collection system for water from roof runoff.

Brian Berlind replied a trench is proposed on one side of the building and porous pavement for the other side of the building.

Kathy Barnard requested the applicant address #13 of the review by Appledore Engineering, dated 7/7/11.

Brian Berlind stated trees and vegetation will be removed to construct the storage building; noting a 3:1 slope embankment is needed for trench placement for storm water runoff.

Richard O'Donnell questioned the color of the building.

Phil Spencer replied either green or natural/sandstone; noting the building is currently yellow.

It was moved by Richard O'Donnell and seconded by Chuck Storm to accept the application as complete. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

Rob Houseman submitted a letter of objection for the record from Charles Armour, abutter; noting such was submitted to the ZBA.

Kathy Barnard read Mr. Armour's letter.

Richard O'Donnell questioned whether the ZBA considered the letter.

Rob Houseman replied yes.

Stacie Jo Pope questioned whether a note on the plan should be added to reflect that solid waste is to be contained inside. She questioned lighting.

Phil Spencer stated there would be minimal lighting.

Chris Franson questioned hours of illumination.

Phil Spencer replied when needed; noting he has no intent to light the site at night. He stated there would be lighting for the parking area and entry door.

Richard O'Donnell verified the lighting is proposed to be directed toward the building.

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 plans, as amended to the date of approval and to be updated to reflect agreed upon modification between the applicant and Town's engineer, are hereby incorporated into this approval;
Plan 1: Proposed Site prepared for Lakes Region Restorations, Inc., Phil Spencer, President, Land of Center of Hope for Developmental Disabilities, Inc., 990 Center Street, NH Route 28, Wolfeboro, NH, Tax Map #71-2, Prepared by Brian D. Lenzi, PE and Brian Berlind, LLS, Land Technical Service Corp, PO Box 60, Ossipee, New Hampshire 03864, Plan Dated June 2011.
Plan 2: Details and Specifications prepared for Lakes Region Restorations, Inc., Phil Spencer, President, Land of Center of Hope for Developmental Disabilities, Inc., 990 Center Street, NH Route 28, Wolfeboro, NH, Tax Map #71-2, Prepared by Brian D. Lenzi, PE and Brian Berlind, LLS, Land Technical Service Corp, PO Box 60, Ossipee, New Hampshire 03864, Plan Dated June 2011.
2. The applicant shall be required to enter into a construction observation agreement with the Town's consulting engineer for site work.
3. The applicant shall be responsible for the cost of the construction observation agreement.
4. The applicant shall post a financial security, as outlined in Item #12 of the Planner Review for July 12, 2011, for the purpose of securing the required onsite improvements.
5. The following permits and/or approvals, and any conditions attached thereto, are adopted by reference to this approval:
 - a. NHDOT Driveway Permit
 - b. NHDES Subsurface Disposal approval
 - c. Town of Wolfeboro Zoning Board of Adjustment Variance approval (Case #03-V-11).
6. The applicant's engineer shall submit a letter certifying compliance with the American's With Disabilities Act.
7. Outstanding technical issues be resolved in agreement with Appledore Engineering and Staff.
8. The applicant shall submit certification that the impervious surface represents less than 15%.
9. The applicant shall be responsible for the payment of all recording fees.

It was moved by Chuck Storm and seconded by Dave DeVries to approve the Lakes Region Restorations, Inc. Site Plan Review application, Case #201112, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

Wolfeboro Congregation of Jehovah's Witnesses

Site Plan Review

Agent: Jonathan Nickerson

Tax Map #71-2

Case #201113

Rob Houseman reviewed the Planner Review for July 12, 2011; stating the applicant proposes to raze the existing 80'X32' church and construct a new single story 84'X48' church and remove 90 SF of concrete sidewalk. He stated the applicant proposes no modification to the drive entrance however; the change of use triggers a NH DOT Driveway Permit and proposes to retain the existing parking of 42 parking spaces. He

stated the plan does not delineate/demonstrate compliance for snow storage requirements and although the applicant has submitted a site plan that includes a lumens plan, he has requested submittal of a catalogue cut sheet of the proposed lights with shields. He recommended the Board address hours of illumination and recommended a note on the plan relative to litter storage. He requested the applicant submit a cost estimate for site improvements.

Ralph Randall stated the intent is to construct a building that is energy efficient. He stated the proposal includes the elimination of street lighting and no lighting of the sign. He stated a plan for snow storage would be submitted and in regard to litter storage, he stated such includes paper products and would not be stored on the property. He stated plans would also be submitted that depict an ADA compliant walkway for egress. He stated construction would be completed within two months.

Richard O'Donnell questioned whether a fence has been considered along the northwestern property line due to proximity to the abutter. He expressed concern for lighting shedding onto the abutting property.

Kathy Barnard questioned the building being located within the 20' side setback as referenced in Gregg Mikolaities' review, dated 7/7/11.

Ralph Randall stated to rectify such, the carport will be shortened and pulled out to meet the setback (3'). He questioned the need for the NH DOT Driveway Permit.

Rob Houseman stated a letter from NH DOT stating the permit is not needed could be submitted; noting such needs to be documented for the file.

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.

Steve Buck verified there would not be a dumpster on site.

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: Site prepared, Survey Plan of Land prepared for Wolfeboro Congregation of Jehovah's Witnesses, 77 Middleton Road, Wolfeboro, Carroll County, NH, Dated May 11, 2011, Prepared by Frank P. Yerkes, LLS, Yerkes Surveying Consultants, PO Box 38, Laconia, NH 03247-0038, Wetlands Delineation by Peter Schauer, Certified Wetlands Scientist.
Plan 2: Cover Sheet, Proposed Kingdom Hall (Design #1), Wolfeboro Kingdom Hall, 77 Middleton Road, Wolfeboro, NH 03894, Prepared by Kimberly E. Fitzpatrick, RA, 124 Columbia Heights, Brooklyn, NH 11201, Dated June 19, 2011.
Plan 3: Sheet No. A-3.1, Finish Plan Proposed Kingdom Hall (Design #1), Wolfeboro Kingdom Hall, 77 Middleton Road, Wolfeboro, NH 03894, Prepared by Kimberly E. Fitzpatrick, RA, 124 Columbia Heights, Brooklyn, NH 11201, Dated June 19, 2011.
Plan 4: Landscape Plan, Wolfeboro Congregation of Jehovah's Witnesses, 77 Middleton Road, Wolfeboro, Carroll Co., NH, Dated May 11, 2011, Prepared by unknown, Wetlands Delineation by Peter Schauer, Certified Wetlands Scientist.

Plan 5: Lighting Plan (lumens schedule), Wolfeboro Congregation of Jehovah's Witnesses, Prepared by Hubbel Lighting, 701 Millenium Blvd., Greenville, SC, Dated June 1, 2010.

2. The applicant shall be required to enter into a construction observation agreement with the Town's consulting engineer for site work.
3. The applicant shall be responsible for the cost of the construction observation agreement.
4. The applicant shall post a financial security, as outlined in Item #12 of the Planner Review for July 12, 2011, for the purpose of securing the required onsite improvements.
5. The applicant shall submit a letter from NHDOT stating no driveway permit is required.
6. The applicant's engineer shall submit a letter certifying compliance with the American's With Disabilities Act.
7. The applicant shall place a note on the plan to reflect that solid waste will be stored inside the structure and removed off site by the owner.
8. The sign shall not be illuminated.
9. The applicant shall be responsible for the payment of all recording fees.

It was moved by Stacie Jo Pope and seconded by Dave DeVries to approve the Wolfeboro Congregation of Jehovah's Witnesses application, TM #71-2, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

It was moved by Chris Franson and seconded by Dave DeVries to adjourn the July 12, 2011 Wolfeboro Planning Board meeting. All members voted in favor.

Planning Board meetings scheduled for August 2 and 9, 2011 have been cancelled and rescheduled for August 23, 2011.

There being no further business, the meeting adjourned at 9:08 PM.

Respectfully Submitted,
Lee Ann Keathley
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