

**WOLFEBORO PLANNING BOARD**  
**September 6, 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 Alessandrone, 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**

**August 23, 2011**

**Corrections:**

Page 1, Public Comment, 3<sup>rd</sup> paragraph; change "Diamonds Corner" to "Dimons Corner"

Page 2, Front Bay Park Project, 3<sup>rd</sup> paragraph; change "200" to "2000"

Page 3, Action Item, motion; change "\$52,988.15.00" to "\$52,988.15"

Page 4, Visual Resource Protection District; include "Chris Franson made a presentation of such"

***It was moved by Chris Franson and seconded by Stacie Jo Pope to approve the August 23, 2011 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**  
No report.
- **CIP**  
Stacie Jo Pope stated 3 departments have made a request to submit additional information. She stated the Committee is meeting on 9/20/11.
- **Asset Management Committee**  
Proposals have been submitted and interviews will be conducted at the end of the month.

## Action Item

### **Waumbec Realty Trust / Wolfeboro Estates Condominium Extension of Subdivision Approval Case #200454**

Rob Houseman stated the applicant has requested an extension of the subdivision approval. Referencing Jim Rines' letter, dated 8/23/11, the project as approved is fully compliant with all Planning and Zoning Regulations despite the changes to the Wetlands Conservation Overlay District in 2011. He stated all State approvals are valid and the Alteration of Terrain permit was extended for a final time and expires 1/16/16. He stated the applicant requests the extension of the approval to correspond with the State permit expiration dates.

**It was moved by Chris Franson and seconded by Jennifer Haskell to grant an extension of the Subdivision approval for Waumbec Realty Trust / Wolfeboro Estates Condominium, Case #200454, to January 16, 2016. All members voted in favor. The motion passed.**

## PUBLIC HEARING

### **Town of Wolfeboro Municipal Electric Department Pleasant Valley Scenic Road Tree Trimming**

Rob Houseman stated the Town of Wolfeboro's Electric Department is undertaking a project to convert the electrical system distribution voltage on Pleasant Valley Road from 4.16kv to 12.47kv; noting such is the third step in a multi-phased approach in converting the entire Town's distribution voltage. He stated the project includes the replacement of 175 wooden pole structures, 85 distribution transformers and the installation of 12,000 circuit feet of new three-phase Hendrix Spacer cable conductor. He stated Pleasant Valley Road is designated as a scenic road; noting that per the statute, trees along a scenic road cannot be cut, damaged or removed without the prior written consent of the Planning Board or other designated municipal body. He stated such pertains to trees within the Town's right-of-way with a minimum circumference of 15 inches, at a height of 4' from the ground. He stated the trimming is necessary for the new installation but, also as a safety measure to ensure the reliability of the existing utility facilities.

Barry Muccio reviewed the proposal, photographs and video.

*Chairman Barnard opened the public hearing.*

Chris Franson questioned the number of trees to be cut down.

Barry Muccio stated not more than 12; noting there are 7 dead trees to be removed. He stated it would be on a case by case basis however; mostly limbs and branches will be removed. He stated Kirk Titus, Tree Warden, is supportive of the proposal and noted that Jim Shannon spoke to Dan Coons, Chairman, Wolfeboro Conservation Commission, who is also supportive of the proposal.

Chris Franson questioned when the tree removal/trimming would occur.

Barry Muccio stated the construction for the new pole lines occurred during the summer; noting the project will be completed by year end.

Roger Murray III, Brackett Road, asked what is proposed for the trees that cover the wires and the maple tree located at the Morgan property.

Barry Muccio stated he is striving for 10' clearance from the pole to the conductor; hoping not to strip the trees along one side.

Roger Murray expressed concern for those areas in need of trimming; requesting that Pleasant Valley Road not look like Middleton Road and maintain the road as a scenic road. He recommended shelf cutting.

Linda Murray, Brackett Road, requested the trees be kept as natural looking as possible. She stated the road is a scenic road and wants people to come to the community.

Barry Muccio stated he understands he is going to have to deal with certain special areas and noted there would be some window cutting.

Chris Franson questioned whether the cables have insulation.

Barry Muccio stated the new conductors have a higher rated insulation because of the larger velocity.

Chris Franson questioned how the owners have been contacted.

Barry Muccio stated flyers have been distributed.

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

### **Work Session**

- **Commercial Zoning**

Rob Houseman reviewed the Center Street zoning district and recommended not expanding beyond the existing boundary. He reviewed the varied mixed uses that currently exist along the corridor; noting the importance of being careful of the adaptive reuse of vacant properties and questioned how to integrate land use patterns in a way that facilitates adaptive reuse.

Jennifer Haskell stated the Board should address how to protect the watershed first therefore, if the potential uses are expanded, the protection is already in place.

Chris Franson stated she is in favor of recommending an impact study.

Rob Houseman stated currently a septic study of all waterfront properties and tributaries is underway. He recommended review of any proposal by the consultant of the watershed management plan study.

Chris Franson recommended including streetscape in conjunction with preserving the aesthetic quality.

Jennifer Haskell questioned requiring parking to the rear of the structure in addition to landscaping requirements. She questioned whether design standards in the overlay district exist.

Rob Houseman replied yes.

Jennifer Haskell recommended review of the design standards.

Kathy Barnard questioned whether the district should include the 1812 House.

Jennifer Haskell replied yes, due to the potential reuse.

Roger Murray stated he walked the trail from Route 109 to the basin; expressing concern for the impact of parking to the rear.

Jennifer Haskell questioned whether Mr. Murray is recommending a buffer requirement.

Roger Murray stated there is not enough depth for a buffer. He stated a hodge-podge of mixed uses exist because that is what the area is zoned for. He stated he is pleased to see concern for the watershed.

*Board consensus to adjust the speed limit of the corridor.*

Following discussion the Board agreed to the following;

- Establish parking standards
- Include landscaping requirements
- Establish design standards
- Remove residences along Allen Road from the district boundary

- **Natural Resource Protection**

Kathy Barnard stated the memo regarding such and the adoption of standards to be used by the Town when the BOS is considering the disposal of Town owned property, was forwarded to the Conservation Commission for review and comment; noting the memo to the BOS was revised to reflect the Commission's recommendations per their memo, dated 8/30/11.

**It was moved by Chris Franson and seconded by Chuck Storm to forward the Natural Resource Protection memo, dated 9/1/11, to the BOS. All members voted in favor. The motion passed.**

- **Wetlands Ordinance**

Chris Franson stated the NH Method appears cumbersome.

Rob Houseman stated Town Counsel reviewed the changes to ensure the issues raised by Clinton & Cynthia Johnson case were properly addressed. He stated one community has adopted the NH Method however, the NH Planners are recommending that Town to dispose of such. He stated another community attempted to adopt the NH Method however, due to public concern it was removed for adoption.

- **HDC**

Rob Houseman reviewed the list of municipalities with Historic District Ordinances.

The Board agreed to table further discussion of such.

- **Standardized Lot Shape**

Rob Houseman reviewed his memo, dated 8/30/11; noting that in order to avoid odd shaped lots and to ensure adequate space near the road for the construction of a dwelling unit, each lot shall have a form factor

of less than 35 (recommendation). He stated lots with either frontage greater than 300' or area greater than 10 acres are exempt from the requirement. He stated form factor means the number which represents the relationship between the boundaries of a lot and its area. He stated a small number indicates a square compact lot while a larger number indicates a long and narrow or convoluted shape. He stated the number is calculated by squaring the perimeter of the lot, in feet, and dividing by its area, in square feet ( $FF = P^2 \div A$ ).

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

- Change Form Factor from 25 to 35
  - Provide a relief mechanism tied to road frontage and building envelope at the road
- **Shoreland Protection Ordinance**  
Rob Houseman stated he proposes to include the old standards of such in the Zoning Ordinance in order to maintain the 50 point tree grid standards, preserve area requirements and other criteria that weakened HB2. He stated Town Counsel opined the Town has the ability to adopt more restrictive standards than the State. He recommended review and comment by the Conservation Commission.

- **Group Homes**

Following discussion, the Board agreed to the following;

- Seek Town Counsel guidance regarding the inclusion of mentally ill criteria in the definition; recommendation by Board is strike such
- Page 1, Group Home Overlay District, 2.b.; strike "to the Board's satisfaction" & replace with alternate language
- Page 1, Group Home Overlay District, 2.b.; strike the word "threat" & replace with alternate language
- Page 1, Group Home Overlay District, 2.b.; strike "or to the property of others" & replace with "properties"
- Page 1, Group Home Overlay District, 2.b.; demonstrate nonviolence of residents and onsite safety checks are provided (language such as, "The applicant shall demonstrate that the individuals proposed to reside at the group home will be in a safe protected environment based on their level of need and not pose a safety concern.")
- Page 1, Group Home Overlay District, 2.c.; craft language that is specific as to what burden or expense is incurred

Kathy Bamard questioned how such fits into 175-27.

Rob Houseman stated it would be a stand-alone Special Exception for Group Home standards.

Chris Franson expressed concern regarding Section 2.b. of the Group Home Overlay District; noting Town Counsel's recommendation is to do nothing. She expressed concern for litigation.

**It was moved by Chris Franson and seconded by Jennifer Haskell to adjourn the September 6, 2011 Wolfeboro Planning Board meeting. All members voted in favor.**

*There being no further business, the meeting adjourned at 9:13 PM.*

Respectfully Submitted,  
*Lee Ann Keathley*  
Lee Ann Keathley

