

**WOLFEBORO PLANNING BOARD**  
**November 6, 2012**  
**MINUTES**

**Members Present:** Kathy Barnard, Chairman, Chris Franson, Vaune Dugan, John Thurston, Members.

**Members Absent:** Stacie Jo Pope, Vice-Chairman, Chuck Storm, Selectmen's Representative, Dave DeVries, Member, Dave Alessandroni, Fae Moore, 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**

**October 2, 2012**

**Corrections:**

Page 2, Locke/McCracken application, 2<sup>nd</sup> paragraph; strike "and place fill on top"

**It was moved by Chris Franson and seconded by John Thurston to approve the October 2, 2012 Wolfeboro Planning Board minutes as amended. All members voted in favor. The motion passed.**

**October 16, 2012**

**Corrections:**

Page 3, Lot Coverage, 1<sup>st</sup> paragraph, 1<sup>st</sup> sentence; strike "proposed"

Page 4, 1<sup>st</sup> paragraph, 4<sup>th</sup> bullet; add "of impervious surface", 6<sup>th</sup> bullet; strike "New:

**It was moved by Vaune Dugan and seconded by Chris Franson to approve the October 16, 2012 Wolfeboro Planning Board minutes as amended. All members voted in favor. The motion passed.**

**Information Items**

Kathy Barnard reviewed such.

Rob Houseman reviewed the Supreme Court decision of Merriam Farm v. Town of Surry; noting such is related to RSA 674:41.

Kathy Barnard requested Staff schedule a site visit with Peter Cooperdock for the Helen Stock Special Use Permit application.

**Public Comment**

None.

**Subcommittee Reports**

**TRC**

10/10/12: Reviewed a boundary line adjustment for Nokomis 3, LLC and site plan review for Wolfeboro Camp School

11/3/12: Informal discussion for a home occupation (hair salon)

## **CIP**

Following the adoption of such by the Planning Board, the CIP was forwarded to the BOS and Budget Committee.

## **Master Plan Implementation**

No report.

## **Shoreland Protection Ordinance**

Next meeting scheduled for 11/13/12.

## **Scheduled Appointments**

### **Nokomis 3, LLC**

#### **Boundary Line Adjustment**

**Agent: Ken Berry, Berry Surveying and Engineering**

**Tax Map #264-10, 11**

**Case #201214**

Rob Houseman reviewed the Planner Review, dated 11/6/12, and stated the applicant proposes a boundary line adjustment for tax maps 264-10 and 11; noting the dwelling unit on tax map 264-11 straddles the common property line. He stated the adjustment is an equal exchange of land and noted the lots are considered nonconforming lots of record since they lack the required lot area. He noted the proposal does not increase the nonconformity. He stated the applicant has requested the following waivers; Section 174:7.D.(4),(5) & (6).

Ken Berry stated the property is owned by three sisters. He stated the property has been used as a family compound for three generations and at the time the house was built, the property lines were not known. He stated the intent of the application is to treat the lots as three separate lots of record. Referencing the waiver requests, he stated zoning requires a 20' side setback however, the two buildings are located 20.2' from each other. He stated the Board has the authority to determine the setbacks required for reconfiguring lots and shall not allow for a side yard setback of less than 10'; noting the proposed side yard setback is 10.1'.

Vaune Dugan asked if the house is set on piers.

Ken Berry replied yes.

Vaune Dugan questioned the long term liability with regard to the irregularity of the lots and questioned the benefit of moving the house.

Ms. Hyatt stated the house is a typical camp and not worth moving.

John Thurston questioned the location of the septic system and how it relates to the existing structures.

Kathy Barnard stated there is no drywell and the leaching facility is in front of the primary structure. She stated the leach field for the second structure is in the area of the boundary line adjustment.

John Thurston verified that the age and condition of the septic system is unknown.

Chris Franson asked if overhangs exist and whether the proposed 10.1' setback includes such.

Ken Berry replied yes, minor overhangs are located on the corners of the structure.

Kathy Barnard verified the numbers/figures on the plan are not accurate due to the existing overhangs and noted the proposed side setback is actually 9.1' rather than 10.1'. She stated if the side setback is less than 10', a variance from the ZBA is required.

Rob Houseman stated the applicant submitted an application to the ZBA however, he had determined the variance was not necessary because the side setback was proposed to be over 10'. He stated since the plan does not reflect the overhang measurements, a variance is in fact required.

The Board requested the applicant submit the following information:

- Depict the location of the septic and leach field on the plan
- Submit clearer photographs and label such
- Depict accurate dimensions of the overhangs, porches & decks on the plan
- Depict retaining wall between properties and structures on the plan
- Obtain a variance from the ZBA for the side setback

Ms. Hyatt offered the Board a site visit.

John Thurston and Vaune Dugan volunteered to visit the site.

**It was moved by Vaune Dugan and seconded by John Thurston to continue the Nokomis 3, LLC Boundary Line Adjustment application, Case #201214, to December 4, 2012. All members voted in favor. The motion passed.**

#### **Wolfeboro Camp School**

**Site Plan Review; 2 Pavilions**

**Agent: Jim Rines, White Mountain Survey Co., Inc.**

**Tax Map #253-7**

**Case #201215**

Rob Houseman reviewed the Planner Review, dated 11/6/12, and stated the applicant proposes to modify the approved phasing plan for the approved faculty campus. He stated the site was approved in 2008 as a new faculty campus of 10, three bedroom cottages to house faculty and staff currently housed off campus; noting 9 of the 10 are proposed to be seasonal. He stated the applicant also proposes to construct two wood pavilions (50'x35' and 40'x30') on the Boys Upper School Campus. He stated all current access ways shall be maintained for the Boys Upper School Campus improvements and a new drive entrance was approved in 2008 for the proposed Faculty Campus. He stated the entrance location was part of the condition of approval by the ZBA and the design includes a turning radius to facilitate emergency vehicle access to the site. He stated the applicant is seeking a waiver of the storm drainage requirement based on the fact that the project represents a 0.14% increase of impervious area; noting there are no down gradient abutters and the proposal includes the installation of infiltration trenches at the drip edges. He recommended the Board seek clarification relative to lighting (pavilion lighting, security lighting and hours of illumination). He stated Wolfeboro Camp School is considered a lawfully existing nonconforming use since the use existed prior to the adoption of the present zoning ordinance. He stated the pavilions do not constitute an expansion of use since no increase in student capacity is proposed. He recommended the Board request a financial security be established.

Jim Rines submitted photographs of the existing pavilions. He stated one flood light will be removed and T8 fluorescent lights are proposed under the rafters; noting the lights are not visible from the outside. He stated the security lights would go off at 10 PM and noted deciduous and coniferous vegetation screens the structures. With regard to storm drainage, he stated the proposal will add 3,796 SF of impervious area to the 2,674,585 SF parcel. He stated the runoff will be directed into engineered stone infiltration trenches at the drip edges of the roof; noting a drip edge is proposed along four sides of the pavilions. He submitted a cost estimate for the construction of the pavilions; noting the structures will be constructed on a slab foundation.

Kathy Barnard asked if trees are proposed to be planted or removed.

Jim Rines stated six trees would be removed; noting a number of pines have substantial broken limbs and tops.

**It was moved by Vaune Dugan and seconded by Chris Franson to grant waiver Sections 9.03.A., B.1) and B.2), Drainage Calculations. All members voted in favor. The motion passed.**

**It was moved by Vaune Dugan 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.

John Goggin, Camp School Road, expressed concern on behalf of the residents of Camp School Road, with regard to increase in traffic along Camp School Road for the proposed faculty housing, see attached letter. He stated a letter was written to the Wolfeboro Camp School in 2010 that proposed a speed bump in two locations and the placement of caution signs prior to the speed bumps.

Vaune Dugan questioned the ownership of the road.

Rob Houseman stated such is an easement encumbrance on the land of others. He stated the road is a private way and a portion of the road is a platted right-of-way. He stated from Pleasant Valley Road to the log cabin the road is a platted right-of-way and from the log cabin to Wolfeboro Camp School is an easement encumbrance on others. He stated the requested road improvements are not on land owned by the school.

John Thurston asked who is responsible for maintaining the road.

Ed Cooper stated the maintenance of the access to the school campus is not clear however, the school snowplows and fills the pot holes because year round access is required to operate the school. He stated the school is not obligated to maintain the road for other residents.

John Goggin stated there is excess traffic, dust and speed along the road from the busses and trucks that travel it to get to the school. He expressed concern for logging and excavation vehicles for the construction of the pavilions and faculty housing.

John Thurston asked if the school has reached out to the neighbors regarding the issues.

Ed Cooper stated the school has not organized a meeting with the residents to form an association. He stated the school has installed speed bumps on their property.

Jim Rines stated part of the traffic is attributed to staff that lives off campus however, once the faculty housing is constructed traffic will decrease.

Ed Cooper stated the school employs 120 staff, 80 of which live on campus, and houses 190 students. He stated the vast majority of the number of staff and students arrive on June 15<sup>th</sup> and depart by August 15<sup>th</sup>. He stated year round traffic includes 3-6 staff from Labor Day to April 1<sup>st</sup> and noted from April 1<sup>st</sup> to June 15<sup>th</sup> an additional 15-20 staff arrive at the school.

Peter Colbath, 185 Camp School Road, stated he supports the school and the proposed improvements.

Kathy Barnard questioned design review compliance.

Jim Rines stated the construction is similar to the existing pavilions.

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

With regard to issues raised by Mr. Goggin, Kathy Barnard stated the Board empathizes with the concerns however, it is not within the jurisdiction of the Board to address the issues.

Rob Houseman reviewed the following recommended conditions of approval;

1. The following plans, as amended to the date of this approval, are adopted by reference as part of this approval:
  - Plan 1:** C1 of 5, Existing Conditions Plan, Wolfeboro Camp School, Camp School Road, Wolfeboro, New Hampshire, Prepared by James Rines, PE, White Mountain Survey Co., Inc., PO Box 440, Ossipee, NH 03864, Dated October 17, 2012.
  - Plan 2:** C2 of 5, Proposed Master Plan- Faculty Campus, Wolfeboro Camp School, Camp School Road, Wolfeboro, New Hampshire, Prepared by James Rines, PE, White Mountain Survey Co., Inc., PO Box 440, Ossipee, NH 03864, Dated October 17, 2012.
  - Plan 3:** C3 of 5, Site Plan – Boys Campus, Wolfeboro Camp School, Camp School Road, Wolfeboro, New Hampshire, Prepared by James Rines, PE, White Mountain Survey Co., Inc., PO Box 440, Ossipee, NH 03864, Dated October 17, 2012.
  - Plan 4:** C4 of 5, Proposed Site Details, Wolfeboro Camp School, Camp School Road, Wolfeboro, New Hampshire, Prepared by James Rines, PE, White Mountain Survey Co., Inc., PO Box 440, Ossipee, NH 03864, Dated October 17, 2012.
  - Plan 5:** C5 of 5, Erosion and Sediment Control Plan, Wolfeboro Camp School, Camp School Road, Wolfeboro, New Hampshire, Prepared by James Rines, PE, White Mountain Survey Co., Inc., PO Box 440, Ossipee, NH 03864, Dated October 17, 2012.
2. Payment of all recording fees.
3. A financial security for each phase of the project, established based on the total cost of each phase of site improvements, plus 10%.
4. Temporary Erosion Control Structure Maintenance Notes and Sitework Sequencing requirements are hereby adopted by reference as a condition of approval.

**It was moved by Chris Franson and seconded by Vaune Dugan to approve the Wolfeboro Camp School Site Plan Review application, Case #201215, subject to the recommended conditions of approval. All members voted in favor. The motion passed.**

## **Work Session**

### **➤ Center Street Zoning**

The Board agreed to move forward without regard to the 2013 Town Warrant and address lot coverage.

### **➤ Lot Coverage**

Rob Houseman stated he provided the Board with the following; Durham's definition of impervious surface (compared to the State's definition of such), lot coverage calculations for Durham and Meredith and a chart of Wolfeboro's coverage requirements. Via GIS, he reviewed examples of impact to existing lots.

Vaune Dugan stated she is interested in the concept of low impact design versus pervious and impervious.

Rob Houseman stated the authority of the Planning Board lies in the subdivision of lots and site plan review of nonresidential development. He stated low impact design can be imposed as part of the regulatory process.

The Board agreed to the following;

- Change definition of lot coverage for all districts
- Focus on commercial districts with regard to impervious surface
- Determine a figure/number
- RSA 483-B:4, VII-b

### **➤ 674:41; Lots With No Frontage On A Private Way Not Shown On A Planning Board Approved Subdivision**

Kathy Barnard stated the ZBA met last night and discussed the issue. She stated the majority of the ZBA members are interested with the Planning Board moving forward however, has requested additional criteria.

Rob Houseman stated the super majority of the ZBA supported the ordinance and will hold a work session to decide upon and forward recommendations to the Planning Board if the Board decides to place the ordinance on the 2013 Town Warrant.

The Board agreed to move forward with the ordinance for Town Warrant.

**It was moved by Chris Franson and seconded by Vaune Dugan to adjourn the November 6, 2012 Wolfeboro Planning Board meeting. All members voted in favor.**

*There being no further business, the meeting adjourned at 9:44 PM.*

Respectfully Submitted,  
*Lee Ann Keathley*  
Lee Ann Keathley

Edward Cooper  
Wolfeboro Campschool  
93 Campschool Rd.  
Wolfeboro, N.H. 03894

April 25, 2010

Dear Mr. Cooper,

We are writing to you regarding the unsafe traveling conditions of Campschool Road and to request your input and assistance in a possible solution. Currently, there are no signs to inform commuters to use caution or reduce their speed when traveling upon Campschool Road. In order to reduce the speed of vehicles using the roadway, we would like to propose that a speed bump be located in the area of the Goggin residence and another at the Tappan residence. In addition, we ask that a "Caution" sign be posted at the beginning of the road informing motorists of the speed bumps.

As many residents young and old walk this road daily, speeding creates a real safety issue. It is also a major concern during the months the school is operational and the students are in attendance. In hope of preventing future accidents, we feel this would be a valuable addition to the roadway.

Speeding also produces large levels of dust that settles inside and outside of the adjacent houses. This can become a nuisance as well as a health concern for the residents living in the area. By reducing the speed of motorists we feel that we would be improving both the safety conditions and the living conditions throughout the road.

I have included a price list for the <sup>Speed</sup> Speed Bumps and the Caution Signs. We welcome any suggestions for funding this safety project and greatly appreciate your cooperation and input regarding this matter.

Thank you in advance for your time and attention.

Sincerely,



Campschool Road Residents