

WOLFEBORO PLANNING BOARD
September 4, 2012
MINUTES

Members Present: Kathy Barnard, Chairman, Stacie Jo Pope, Vice-Chairman, Chuck Storm, Selectmen's Representative, Chris Franson, Vaune Dugan, John Thurston, Members, Dave Alessandroni, Alternate.

Members Absent: Dave DeVries, Members, Fae Moore, Alternate.

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 Dave Alessandroni, Alternate, to sit in for Dave DeVries, Member.

Consideration of Minutes
August 7, 2012

It was moved by Stacie Jo Pope and seconded by Chuck Storm to approve the August 7, 2012 Wolfeboro Planning Board minutes as submitted. All members voted in favor. The motion passed.

Public Comment
None.

Subcommittee Reports
TRC
No report.

CIP
The Committee participated in site visits with Dave Ford to the Public Works Garage, Solid Waste Facility and the stump dump. Next meeting scheduled for 9/10/12; such to conclude department presentations.

Master Plan Implementation
The Committee has met once and will again at a later date following receipt of feedback from various departments with regard to additional information.

Shoreland Protection Ordinance
Committee met on 9/4/12 and Jeff Schloss, UNH Cooperative Extension, and Rob Roseen, UNH Storm Water Management attended the meeting.

Vaune Dugan stated the meeting was informative however, more discussion is necessary.

John Thurston stated he was pleased by the number of public that attended the meeting.

Action Items

Eastern Lakes Region Housing Coalition / Harriman Hill
Release of Financial Security
Case #201019
TM #170-20-1

Rob Houseman stated he has not received confirmation from the agent for Harriman Hill that the conditions have been completed.

The Board agreed to table the Release of Financial Security for Eastern Lakes Region Housing Coalition / Harriman Hill.

John Thurston asked if another coat of paving will be put down on the corner of Route 109-A.

Rob Houseman stated the Town is not involved with such; noting the cut is in the State's right-of-way. He stated he could contact NH DOT to ensure the issue has been addressed to the State's satisfaction.

Bonomi NH Realty Trust
Lot Merger
Port Wedeln Road
Tax Map #187-50 & 51

Rob Houseman stated the lot merger will make the lot fully conforming in area.

It was moved by Chuck Storm and seconded by Chris Franson to approve the Bonomi NH Realty Trust Lot Merger, Tax Map #187-50 & 51. All members voted in favor. The motion passed.

Scheduled Appointments

Cedar Crest NH Trust
Site Plan Review ~ Storage Building
Agent: Scott Lees, White Mountain Survey Co. Inc.
Tax Map #189-12
Case #201207

Rob Houseman stated the application was accepted as complete, waivers granted and the public hearing was continued from August 7, 2012. He stated the application was continued so that the applicant could address the concerns noted in the Town's consulting engineer's report.

Jim Rines stated the issues noted by the Town's engineer have been addressed. He stated previously proposed was two 5,000 gallon underground storage tanks however, now three 4,000 gallon tanks are proposed to provide a sump for sediments. He stated the previously proposed outlet close to the property line is now being run around the building with 2 different cleanout locations. He stated the 2,000 gallon tank for storage of sediments has been increased to a 2,500 gallon tank. He stated there is no need for outlet protection per the storm water calculations, turf reinforcement mats are proposed at the outlets and the detention basin has been relocated further away from the building and dug deeper with an emergency spillway. He stated rip rap is proposed for the banking because the

spillway is going over a steep area. He stated the Town's engineer recommended obtaining a storm water easement from the abutting property owner so that it is understood that runoff will be crossing the driveway for a storm event greater than 10 years. With regard to such, he stated nothing has been changed because the fee interest in the strip is the Pollini Brothers. He stated the engineer recommended vegetation be maintained.

Kathy Barnard requested the applicant provide a lighting cut sheet and requested such be a condition of approval.

Referencing the engineer's recommendation of a storm water easement, Rob Houseman stated the Pollini property is up gradient and the deficiency is on a different lot.

Jim Rines stated excavation for the piping will occur prior to construction of the structure and the applicant has agreed to not alter the vegetation line in order to maintain stability of the banking.

Rob Houseman stated the engineer recommended the design engineer be present for the installation of the drain line.

Jim Rines stated the applicant would abide by such if placed as a condition of approval.

John Thurston questioned whether wetland seed would be used when the matting is placed.

Jim Rines replied no.

Vaune Dugan verified there are no infiltration trenches.

Chairman Barnard continued the public hearing.

Rob Houseman reviewed the following recommended conditions of approval;

1. The following plans, as amended to the date of approval, are hereby incorporated into this approval:
Plan Sheet 1 of 2: Site Plan For Cedar Crest NH Trust, Bay Street, Wolfeboro, New Hampshire, Prepared by James Rines, PE, White Mountain Survey, PO Box 440, Ossipee, New Hampshire, 03864, Dated July 18, 2012.
Plan Sheet 2 of 2: Site Plan Details for Cedar Crest NH Trust, Bay Street, Wolfeboro, New Hampshire, Prepared by James Rines, PE, White Mountain Survey, PO Box 440, Ossipee, New Hampshire, 03864, Dated July 18, 2012.
2. The approval is subject to the conditions of approval for both the Variance and Special Exception.
3. The applicant shall be responsible for the payment of all recording fees.
4. The applicant shall enter into a Construction Observation Agreement with the Town's consulting engineer. The cost shall be borne by the applicant.
5. The applicant shall provide a lighting cut sheet to demonstrate compliance with the Town's Dark Sky Ordinance.
6. The applicant shall maintain existing vegetation within the front setback.
7. The applicant shall comply with the recommendations of the Town Engineer's letter, dated 9/4/12, specifically the installation of the drainage line and observation of the installation by the design engineer.
8. The applicant shall submit a payment of financial security as specified in item #12 of the Planner Review dated August 7, 2012 (\$136,917).

It was moved by Stacie Jo Pope and seconded by Chris Franson to approve the Cedar Crest NH Trust Site Plan Review application, Case #201207, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

**John & Diane Foley
Special Use Permit
Agent: James Rines, White Mountain Survey Co., Inc.
Tax Map #157-7
Case #201209**

Rob Houseman reviewed the Planner Review dated September 4, 2012 stating the applicant proposes to construct a 25'x50' (1,250 SF) three bedroom house and septic encroaching into the wetlands buffer. He stated the site was previously approved in 2005 for a greater impact into the buffer; noting the proposal encroaches into the buffer by 15 SF and fill for the dwelling and septic fall inside the no-touch buffer. He stated the Code Enforcement Officer, Health Officer and Conservation Commission have reviewed the application and have no objections to the proposal. He recommended the Board question the limits of the improved/disturbed area (lawn area). He stated the design includes a roof drip-line infiltration trench as the mitigation for runoff created by the roof of the dwelling. He stated the proposal involves a wetland impact of approximately 760 SF to accommodate driveway access to the site; noting a NH DES Wetlands Bureau Permit is required for the crossing. Referencing the TRC signoff sheet, he stated the Public Works Department notes the possible need for a box culvert at this location; noting the matter would be addressed at the time of the driveway permit application submittal and would not cause a change to the wetlands permit.

Jim Rines, White Mountain Survey Co., Inc., stated the applicant has received State septic approval and wetlands bureau approval. He reviewed the location of the infiltration trenches. He stated impact has been minimized from the previously approved application in 2005; noting the footprint of the septic system has been altered to make it more conforming and the house size is smaller.

Chris Franson asked where the lawn is proposed to be.

Jim Rines stated the lawn would be in the area of the leach field; noting the yard and the house is modest in size.

John Thurston questioned whether the material would be stock piled when the site is excavated.

Jim Rines stated the material would be hauled off the site.

Chris Franson questioned whether the driveway permit has been issued and questioned an alternative if the permit is denied.

Jim Rines stated there is no other location for the driveway without impact.

Kathy Barnard requested the applicant address Audrey Cline's comments in her memo, dated August 10, 2012, specifically Ms. Cline's request for the Board to consider allowance for an area suitable for turning a vehicle around near the structure and possibly narrowing the bulk of the driveway.

Jim Rines stated Audrey Cline requested a turn-around however, such was not proposed because it would be located in the no-touch buffer. He stated consideration was given to the request however, such would cause additional

impact; noting their intent is to comply with the ordinance and minimize impact and constructing a hammer head would be contrary to the ordinance.

John Thurston verified the homeowner would back out onto Forest Road.

Vaune Dugan asked why the hammer head could not be located down grade.
Jim Rines stated 20' is needed from the dwelling before turning.

Vaune Dugan stated she would rather have a hammer head than have a person back out onto Forest Road; noting such is a major safety issue.

It was moved by Chris Franson 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.

Vaune Dugan stated it would be a good idea to provide an area in the no-touch buffer based on safety issues.

Chris Franson stated she is opposed to a turn-around and feels it is not the Board's jurisdiction to mandate the entrance and exit of a driveway.

Stacie Jo Pope stated pavement in wetlands goes against the ordinance.

Vaune Dugan stated the area would be in the no-touch buffer and not in the wetlands.

John Thurston recommended gravel rather than asphalt.

Stacie Jo Pope questioned the size of the hammer head area.

Jim Rines replied 300 SF (15'x20') maximum.

Stacie Jo Pope verified 300 SF of additional impact to the buffer.

Chuck Storm questioned whether the driveway would be paved or gravel.

Jim Rines stated the owners are silent on the issue however, he anticipates the driveway would be paved and noted the drainage coefficient remains the same whether the area is paved or gravel.

Rob Houseman stated the reduction of a 20' driveway to 18' would gain 180 SF of transferrable impact.

It was moved by Vaune Dugan and seconded by John Thurston to reduce the driveway width from 20' to 18' and construct a gravel hammer head on the low side of Forest Road, maximum turning radii of 15'x20'; noting the request is based on safety issues. Kathy Barnard, Vaune Dugan, John Thurston, Chuck Storm, Stacie Jo Pope, Dave Alessandroni voted in favor. Chris Franson opposed. The motion passed.

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 to the date of approval, is hereby incorporated into this approval:
Plan 1: NH DES Wetlands Bureau and Special Use Application Plan for John & Diane Foley, Tax Map 215, Lot 31, Forest Road, Wolfeboro, NH, Prepared by W. Scott Lees, PE, White Mountain Survey Co., Inc., PO Box 440, Ossipee, New Hampshire, 03864, Dated June 6, 2012.
2. The applicant shall be responsible for the payment of all recording fees.
3. The applicant shall comply with the pre-construction siltation and erosion control measures and construction sequence as shown on the plan.
4. An inspection by the Town shall be required of siltation devices prior to construction.
5. The applicant shall amend the plan to reflect a reduction of the driveway width from 20' to 18' and design a 15'x18' gravel hammerhead on the southern portion of the driveway with appropriate turning radius.
6. This approval is subject to receipt of a NH DES Wetlands permit and any conditions attached thereto.
7. The applicant shall be required to monument the edge of wetlands in compliance with 175-9.1 Wetlands Boundary Monumentation. This includes:
 - i. Wetlands shall be delineated by a State of New Hampshire Certified Wetlands Scientist. Markers should be placed at 50' +/- intervals along the total wetland boundary following its general contour.
 - ii. Care shall be taken to insure that markers are placed with the appropriate spacing at points closest to any proposed or existing structure located on the property.
 - iii. The cost shall be borne by the applicant / developer or their successors in interest.
 - iv. The applicant shall be responsible for submitting a letter of certification of the posting to the Code Enforcement Officer prior to the issuance of any building permit.

It was moved by Vaune Dugan and seconded by John Thurston to approve the John & Diane Foley Special Use Permit application, Case #201209, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

Work Session

A. 2012 Work Plan

➤ Center Street Zoning

Comments from the consultants of the Lake Wentworth Crescent Lake Watershed Management Plan to be submitted by mid September.

➤ Steep Slope/Ridgeline Protection

The Board discussed such and noted the following concerns; haircut ridgeline, color of structures, structures on top of a ridge and loss of vegetation. The Board requested the following;

- General survey/list of ridgelines
- Photo documentation/inventory of existing view sheds
- Establish baseline
- Establish Overlay District

➤ Historic District

Chris Franson stated she attended the North Wolfeboro Area Association. She stated she requested anyone who had thoughts regarding the idea of a Historic District to provide input; noting some of the members felt that voluntary guidelines should be town wide rather than focusing on a particular area of Town.

Kathy Barnard asked whether the Historic District Ordinance was forwarded to Town Counsel for review.

Rob Houseman stated Town Counsel has opined that the Board has no role in the enforcement of the ordinance; noting enforcement falls to the Historic District Commission (which is now defunct). He stated only the HDC can remove the ordinance however, if a petition warrant article were received to remove the ordinance, the BOS would sit in place of the HDC (HDC was an appointed board of the BOS). He stated he would distribute the Design Review Guidelines for review by the Board and following review of such, determine if the level of detail in the guidelines supports the preservation of historic provisions. He stated that if the guidelines do not support such, he recommended the guidelines be amended.

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

Such has been submitted to the ZBA for their review and comment on 9/10/12.

Old Business

- **Planning Board Alternate Position**

Kathy Barnard questioned whether inquiries were submitted for alternate position.

Rob Houseman replied no.

The Board requested Staff to advertise the position in the Granite State News.

It was moved by Kathy Barnard and seconded by Chuck Storm to adjourn the September 4, 2012 Wolfeboro Planning Board meeting. All members voted in favor.

There being no further business, the meeting adjourned at 8:54 PM.

Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley