

WOLFEBORO PLANNING BOARD

June 4, 2013

MINUTES

Members Present: Kathy Barnard, Chairman, Stacie Jo Pope, Vice-Chairman, Paul O'Brien, John Thurston, Chris Franson, Members, Chuck Storm, Alternate.

Members Absent: Brad Harriman, Selectmen's Representative, Vaune Dugan, Member, Dave Alessandroni, Alternate.

Staff Present: Rob Houseman, Director of Planning & Development, Lee Ann Keathley, Secretary.

Chairman Barnard opened the meeting at 7:02 PM at the Wolfeboro Public Library.

Consideration of Minutes

May 7, 2013

Corrections:

Page 1, Approval of Minutes, April 23, 2013; change "descanter" to "dissenter"

It was moved by Paul O'Brien and seconded by Stacie Jo Pope to approve the May 7, 2013 Wolfeboro Planning Board minutes as amended. Kathy Barnard, Stacie Jo Pope, Chris Franson, Paul O'Brien voted in favor. John Thurston abstained. The motion passed.

May 21, 2013

It was moved by Stacie Jo Pope and seconded by Chris Franson to approve the May 21, 2013 Wolfeboro Planning Board minutes as submitted. Kathy Barnard, Stacie Jo Pope, Chris Franson voted in favor. Paul O'Brien, John Thurston abstained. The motion passed.

Information Items

Rob Houseman reviewed such; HE Bergeron Field Report for Wolfeboro Business Park and Granite State News article.

Chris Franson stated the article addresses view sheds and the effects of the economy.

Public Comment

None.

Subcommittee Reports

TRC: No report

MPIC: No report

CIPC: 2013 scheduled has not yet been established

Shoreland Protection Ordinance Committee: meetings continue with the hopes to conclude following the next couple meetings.

Scheduled Appointment

First Congregational Church of Wolfeboro

Site Plan Review

Agent: Ann Vivian, Guillot, Vivian, Viehmann Architects & Nicole Duquette, TFM

Case #201304

TM #218-148, 149

Rob Houseman stated the applicant is exercising their right under RSA 676:4 to seek a design review phase of their proposal; noting the discussion is nonbinding upon both the applicant and the Board and is considered a public meeting. He stated a lot merger is also proposed as part of the project.

Kathy Barnard noted the absence of two members who will be sitting for future submittals by the applicant. She stated the applicant has received a Variance from the ZBA; noting she sat for that proceeding as a member of the ZBA.

Rob Houseman stated the applicant proposes to demolish the existing church, retaining the rear addition of the building and reconstruct the church. He stated the proposal triggers changes to parking, pedestrian and traffic circulation, ADA accessibility, driveway ingress and egress, landscaping, storm drainage improvements and lighting.

Ann Vivian stated the section of the building built in 1912 will be razed; noting the ridge is settling and the walls are bowed out. She stated the building would be razed down to the concrete foundation and rebuilt. She stated the stairwell is currently noncompliant, damage from storm water drainage issues (mold & mildew remediation necessary) in the space between the original structure and the annex built in 1991. She reviewed the elevations, interior floor layout, exterior renovations (fine fiber cement panel for exterior cover) and egresses. She stated the proposal includes fire rated doors, fire protection sprinkler system, fire alarm upgrade, window replacement and making 4 of the 5 bathrooms ADA compliant. She stated height would be added above the elevator shaft for the bell. She stated there is no proposed increase of its current use (number of people).

Nicole Duquette, TFM, reviewed site circulation (access only via Memorial Drive, around back of church to exit only driveway from parking lot onto South Main Street), parking (increase by one space, reconfigure handicap parking spaces), restriping of parking lot, drop off access (refined such per TRC recommendation; 7-8% slope from the parking lot to level off in front of the building) and utilities. She stated a NHDOT Driveway Permit has been submitted and expects approval within one week. She stated Dave Ford recommended accessing water from the water main off Memorial Drive. She noted the Public Works Department will be upgrading the main water line to 105 South Main Street as a Town improvement project (noting that such is not proposed on their plan).

Kathy Barnard requested a letter from Dave Ford, Director of Public Works, regarding the water connections.

Nicole Duquette reviewed storm water drainage; noting they are not adding to the treatment swale or peak runoff however, an increase of .1 CFS in a one year storm event and a .05 in a ten year storm event has been measured. She stated the applicant would request a waiver relative to such. She reviewed landscaping and noted 2-3 parking spaces will be removed on South Main Street as a result of State requirements that parking spaces need to be 20' from a crosswalk.

John Thurston questioned the end location of the sheet flow from the front entrance using porous pavement.

Nicole Duquette stated they are not proposing porous pavement.

Chris Franson questioned the purpose of the drop off area to the front entrance.

Nicole Duquette stated such provides direct access to the church relative to ADA accessibility and meets ADA requirements.

Referencing the proposed lot merger, Stacie Jo Pope verified both lots are owned by the church. She asked if there would be access to the building from Memorial Drive.

Nicole Duquette replied no, the existing exterior door will be removed as part of the project.

Chris Franson asked if LID has been considered.

Nicole Duquette stated the detention basin provides infiltration and sediment removal.

Chris Franson recommended additional LID's.

Nicole Duquette stated she has discussed catch basin inserts with Dave Ford.

Chris Franson questioned management of such.

Nicole Duquette stated the insert is removed, vacuumed and reinserted. She stated it could be possible to add a rain garden in the front of the building however, needs to review the slopes prior to incorporating such.

Paul O'Brien questioned lighting.

Ann Vivian reviewed existing lighting.

Paul O'Brien questioned the issue of lot coverage.

Rob Houseman stated the building covers 29% of two lots; total lot coverage is 69% with 2100 SF of additional impervious surface, including building and pavement. He stated the applicant received a Variance from the ZBA for lot coverage. Referencing Chris Franson's questions with regard to LID, he stated the detention is an LID structure and components of such require annual maintenance.

Chris Franson requested the applicant to address landscaping in the parking lot; noting the placement of trees per number of spaces.

Nicole Duquette stated there are no proposed changes to the parking lot except for restriping. She stated the landscaping was added to the front of the building rather than internal parking lot landscaping.

Chris Franson recommended a planting median.

Nicole Duquette the existing spaces are at the minimum dimensions for parking spaces and there is no room for landscaping.

Chris Franson asked if consideration has been given to eliminating Memorial Drive and converting the area for additional parking.

Nicole Duquette stated Memorial Drive is a shared drive access with 105 South Main Street; noting the access falls on a portion of the Brewster Academy property.

Chris Franson asked if a lighting plan would be submitted.

Nicole Duquette stated there is no change in lighting.

Ann Vivian noted lighting is proposed in the ceiling canopy in the front entrance. She stated the applicant intends to continue the practice of lighting the stained glass windows from the interior.

Stacie Jo Pope questioned signage.

Ann Vivian stated she would submit information relative to such. She stated the bell will be relocated.

Chris Franson questioned whether the area for the bell meets the Town's height requirements.

Rob Houseman stated the carillon would be exempt as an impertinent structure because it is under 144 SF.

Kathy Barnard requested the applicant to submit information relative to the height of the building.

Ann Vivian stated such is depicted on the elevation plans.

Kathy Barnard asked if there has been a change in coverage since the ZBA application approval.

Ann Vivian replied no, the proposal submitted to the ZBA included coverage.

Kathy Barnard verified the applicant resolved issues with the abutter from the ZBA meeting.

Rob Houseman stated the stub line that services 105 South Main Street doesn't exist; noting what is in the ground does not exist on the plan. He stated the Town is now going to make improvements to accommodate the 105 South Main Street property.

Chris Franson questioned whether vehicle headlights would be an issue to abutters.

Edie Desmarais the trees have grown and blocks lighting to abutting properties.

Chuck Storm recommended reconsideration of landscaping within the parking lot.

Kathy Barnard stated a decision was rendered that the proposal is not a new parking structure due to the minimal changes to parking.

John Thurston questioned roof concentration and how the water would be controlled.

Ann Vivian stated there would be less concentration than now and noted the roof would be a flat roof with internal drainage.

John Thurston asked if there would be footing drain improvements.

Ann Vivian replied yes.

John Thurston questioned where the drainage will go.

Nicole Duquette stated the engineers are still reviewing such.

The Board recommended the applicant submit the following;

- Letter from Dave Ford, Director of Public Works, regarding the water connections
- Lighting Plan (hours of illumination, location of new lighting, further define existing lighting)
- Signage; submit proposed signage and location of such
- Submit photographs/sample of cement panel

Work Session

➤ **Center Street Rezoning**

- Public Forum scheduled for 7/16/13

➤ **Storm Water Management Regulations**

The Board reviewed the revised draft of the Storm Water Management Regulations.

Following further discussion, the Board agreed to the following;

- Staff to further streamline document
- Staff review definitions, delete unnecessary definitions, offer incompatibilities with definitions (such may require changes to the Zoning Ordinance)
- Staff review definition of Disconnected Impervious Cover (noting Effective Impervious Area is affected by such)
- Page 4, Stormwater Drainage, 3rd paragraph, 2nd line; strike "there is"& replace with "this"

- Page 4, Stormwater Drainage, 3rd paragraph; strike 2nd sentence, unstrike 3rd sentence
- Page 4, Stormwater Drainage, 3rd paragraph, 4th sentence; unstrike “All elements of”
- Page 11, a., b., c.,; review other communities
- Page 12, Section 8) Maintenance and Inspection; Board to review further, send Board Town Counsel’s opinion regarding such
- Board to review lots that have capacity for Storm Water Management (issue with 100% lot coverage in CBD)

It was moved by Stacie Jo Pope and seconded by Chris Franson to adjourn the June 4, 2013 Wolfeboro Planning Board meeting. All members voted in favor.

There being no further business, the meeting adjourned at 8:51 PM.

Respectfully Submitted,
Lee Ann Keathley
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