

WOLFEBORO PLANNING BOARD

September 17, 2013

MINUTES

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

Members Absent: Brad Harriman, Selectmen's Representative, John Thurston, Member, Dave Alessandrini, 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 Chuck Storm, Alternate, to sit in for John Thurston, Member.

Information Items

Referencing the Design Criteria publication, Rob Houseman stated he updated the current formula to reflect the State's information. Referencing the Smart Growth Audit Checklist, he stated Stacie Jo Pope requested such and noted the Board should have such to use as a planning tool.

Kathy Barnard requested the Board keep the information. She noted the Board received an email from Richard Maase, dated 9/11/13.

Work Session

➤ **Center Street Rezoning**

Kathy Barnard stated 674:2 speaks to the purpose of the Master Plan and further reviewed such. She read the purpose statement of the 2007 Master Plan and noted the Board needs to justify its decisions based on the recommendations of the Master Plan. She stated she feels Stacie Jo Pope's concerns fell on deaf ears.

Vaune Dugan stated she sat on four of the Master Plan committees and noted the Master Plan is to be used as a tool. She stated the need to understand the various constituents and carefully balance the needs of environmental quality, business owners and land owners. She stated the Board needs to plan for the future, take information in and act accordingly. She asked Ms. Pope to clarify what issues the Board did not hear.

Stacie Jo Pope stated she is disappointed to be a part of the Board's decision regarding the zoning changes. She stated the Board is looking at one section and not the whole of the Town. She stated she feels the Board has listened in the past to what people have wanted (such as discussion related to the sign ordinance). She stated the Board needs to listen to the Chamber of Commerce and residents however, she does not feel the Board is doing such.

Vaune Dugan stated she agrees that the Board needs to listen to the people however; she feels a line is being drawn between the residents and business owners. She stated citing the Master Plan provides a premise for decision making and feels the Board is doing their job.

Kathy Barnard stated the Board needs to justify the changes to the ordinance.

Vaune Dugan stated there needs to be a coherent vision.

Kathy Barnard stated the Master Plan has a vision however; feel the Board struggles with the vision of the corridor.

Chris Franson agreed stating she is not sure if the Board agrees with the vision of what the gateway should look like. She recommended the Board be more specific in the purpose statement.

Kathy Barnard stated the Board discussed the purpose statement numerous times.

Vaune Dugan stated the Master Plan does not describe the gateway.

Paul O'Brien stated there has been a lot of input by a lot of people and questioned whether the Board could catalog the areas that are disagreed upon.

Chris Franson stated the Board has heard what the people don't want however, has not heard what is wanted.

Stacie Jo Pope stated it has been expressed that what is wanted is a mixed use of residential and low impact commercial that is visually appealing with a rural feel.

Chris Franson stated many people mentioned there should be a greater buffer from the rail trail. She stated the Board reviewed such at length and recalls that a larger buffer would have made some properties unusable.

Vaune Dugan stated the Board has received a lot of criticism however; the Board has studied the issues extensively.

Rob Houseman reviewed the setback issue from the rail trail and noted that an increase in the setback will not affect the properties located in the C2 Districts. He stated the residential lots would have been affected by an increase in the setback.

The Board discussed increasing the setback to 75'.

Vaune Dugan verified there would be no adverse impact with an increase to the setback.

It was moved by Chuck Storm and seconded by Paul O'Brien to increase the setback from the rail trail from 50' to 75' in the C2 Zoning Districts. All members voted in favor. The motion passed.

Chris Franson asked if the setback is measured from the center line of the trail.

Rob Houseman replied no, from the edge of the right-of-way. He stated a question related to lot coverage was asked by an abutter to the former Bittersweet property. With regard to such, he stated if the Board desires limiting disturbed/improved area to not more than 40% then the definition would need to be modified to address such. He stated the current definition allows the creation of parking or lot coverage above 40% by using porous pavement.

Kathy Barnard asked if the Board is comfortable with 40% lot coverage.

Vaune Dugan stated if the Board agrees to such, it would make the Town's zoning unique.

Rob Houseman noted the current ordinance has zero minimum lot size and lot coverage.

Stacie Jo Pope stated having the Stormwater Management Regulations in place balances out the lot coverage issue.

Kathy Barnard stated she has an issue with inns as a permitted use and noted the Master Plan addresses such in the Downtown area. She stated she feels having inns in the C2 Districts is contradictory to the Master Plan.

Stacie Jo Pope stated the residents of Lake Wentworth do not want inns as a permitted use in the C2 Districts.

Rob Houseman stated the boundary of the district originally included the Allen A Resort and the Board agreed to including inns as a permitted use to act as an incentive for redevelopment of that property.

Vaune Dugan verified that existing inns are grandfathered.

Rob Houseman noted that if the use is abandoned then the use ceases to exist.

Stacie Jo Pope asked where inns are currently permitted.

Rob Houseman replied the LBD, BSLBD and the WFLBD.

Vaune Dugan asked if the Town has a bed definition.

Rob Houseman replied no, only a room definition (defined as 50 rooms or less).

Kathy Barnard expressed concern regarding the size of a septic system for an inn.

Vaune Dugan stated a septic system design has to be approved by the State; noting the system is designed to accommodate the septage load.

Paul O'Brien asked if the concern regarding septic systems is related to the failure of such or the lack of self inspection following the installation of such.

Stacie Jo Pope stated other issues included noise impact including activities that require later hours of operation. She stated it is contradictory to leave inns as a permitted use and remove take out restaurants as such and place as a use permitted by Special Exception.

Chris Franson recommended moving inns to use by Special Exception.

Stacie Jo Pope stated such would be more consistent with the Board's previous actions.

It was moved by Stacie Jo Pope and seconded by Chuck Storm to remove Inns as a permitted use and allow inns as a use permitted by Special Exception. All members voted in favor. The motion passed.

The Board reviewed the proposed change to Buffer Requirements (page 3) relative to perennial and tributary streams.

Vaune Dugan recommended the Board work with the State to add pedestrian and bicycle access along the corridor and address the speed limit.

Paul O'Brien recommended meeting with stakeholders relative to context sensitive solutions relative to streetscape.

The Board agreed to the following changes;

- Page 1, Setback Requirements; increase rail trail setback to 75'
- strike Inns as a permitted use
- allow Inns as permitted use by Special Exception
- Page 3, Buffer Requirements; strike "tributary" & insert "perennial"

It was moved by Chuck Storm and seconded by Vaune Dugan to move the Center Street/Route 28 Mixed Use Business District to public hearing, as amended. All members voted in favor. The motion passed.

➤ **Stormwater Management Regulations**

Rob Houseman reviewed the changes recommended by the Board at their 9/3/13 meeting.

Kathy Barnard reviewed Brad Harriman's comments regarding such, see attached, and noted Town Counsel reviewed the regulations.

Rob Houseman stated he has only received one checklist from another town (Plaistow, NH); noting there doesn't appear to be a current system on the ground in NH to model after.

Paul O'Brien recommended adopting a checklist from Maine or developing our own.

Rob Houseman recommended modeling the Town's checklist after Maine's checklists and recommended consolidating the checklists into one form.

The Board agreed to the following changes following further discussion:

- Page 1, Disconnected Impervious Surface; strike "be filtered" & replace with "filter"
- Page 3, Porous Media; strike "that allows" & insert "engineered or designed to allow"
- Page 4, Section IV.; rename to Stormwater "Management"
- Page 4, Section III & IV; switch to reflect Section IV as Section III and vice versa
- Page 5, 1st paragraph; strike "to prevent" & insert "when there is a potential"
- Page 10, Section X; move to Section III

It was moved by Paul O'Brien and seconded by Chuck Storm to move Stormwater Management Regulations to public hearing, as amended. All members voted in favor. The motion passed.

➤ **Signage**

Rob Houseman stated the sign illumination issue was first addressed in 1997 as part of a comprehensive revision to the sign ordinance. He stated the zoning revision was part of the implementation efforts of the 1996 Master Plan efforts and based on input from merchants and the Chamber of Commerce additional changes relative to off premise directional signage, flags and "A" frame signs have been implemented. He stated the current ordinance only permits externally illuminated signage. He reviewed the specific incident (letter of enforcement from Audrey Cline, Code Enforcement Officer) that prompted Paul Zimmerman's request of the Board to review sign illumination.

The Board tabled further discussion of such to 10/1/13.

October 1, 2013 agenda to include Population Chapter, Sign Illumination, Drive Thru Establishments and Center Street Overlay District.

Stormwater Management Regulations public hearing tentatively scheduled for 10/15/13.

Center Street/Route 28 Mixed Use Business District public hearing tentatively scheduled for 11/19/13.

It was moved by Chuck Storm and seconded by Vaune Dugan to adjourn the September 17, 2013 Wolfboro Planning Board meeting. All members voted in favor.

There being no further business, the meeting adjourned at 9:11 PM.

Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley

From: [Brad Harriman](#)
Sent: Tuesday, September 17, 2013 2:42 PM
To: katbarnard@metrocast.net
Subject: Meeting 9/17/13

Hi Kathy:

I want to give you a heads up that I won't be able to attend tonight's meeting. I have reviewed the information regarding the Post Construction Storm Water Checklists. I think those forms are a good starting point and the Town can modify them as needed once they are being used. I think the thing to keep in mind is that every town presents different circumstances which will require policies and reports to be adjusted accordingly.

My recommendation is to proceed with the Storm Water Management Regulations, as I believe that this will be a more valuable tool for maintaining the quality of Lake Wentworth and Crescent Lake.

As for the C2 Rezoning, I think the Board did the right thing in deciding to deal with only the current commercial properties and not the residential properties along Rte 28. I am not in favor of restricting the uses any more than they already are. I just strongly believe that the Town of Wolfeboro shouldn't become so restrictive that the people feel as though their rights to develop their own property are taken away.

I'll see you at the next meeting.

Thanks:
Brad Harriman