

WOLFEBORO PLANNING BOARD

January 21, 2014

MINUTES

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

Members Absent: Brad Harriman, Selectmen's Representative, Dave Alessandroni, 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.

New Business

➤ **Conway Daily Sun Article**

Stacie Jo Pope stated an article was published in the Conway Daily Sun (1/17/14 publication) regarding A-frame signs and flags. She stated there are two Conway Planning Board members who feel the signs are too much clutter and the Board is going to review alternatives to flags in order to decrease visual clutter. She noted that Wolfeboro is not the only town that struggles with its sign ordinance. She stated she would distribute the article to the Board.

➤ **NH Municipal Association Training**

Rob Houseman stated a representative from the Local Government Center would provide a training session to all land use boards at the March 2014 work session. He stated the training would be available to regional land use boards. He stated topics of discussion would include basic rules of procedure, notice of decisions and latest State lawsuits.

Stacie Jo Pope stated the Office of Energy and Planning no longer holds its spring and fall training conferences and feels the training could provide useful and helpful information.

➤ **Release of Financial Security**

GI Plastek

Case #201303

TM #161-14-1

Rob Houseman stated the Town's consulting engineer, Tighe & Bond, recommended the partial release of financial security for GI Plastek in the amount of \$182,007.09; noting the remaining balance would be \$122,652.68.

Work Session

• **Shorefront Residential District**

Kathy Barnard stated the copy of the Shoreland Residential District provided in the packet is the final version of such.

• **2014 Work Program**

Rob Houseman recommended meeting with the EDC to discuss potential work program items to review.

Paul O'Brien stated the Board should ask the EDC and Chamber of Commerce what it is they feel the Board should be doing to increase employment in the Town.

Rob Houseman stated Wolfeboro is the third largest (to Conway and Hanover) town as to percentage for employment.

Paul O'Brien stated 16% of NH residents drive out of state for employment. He recommended the Board collaborate with the EDC with regard to finding areas within the Town assist the EDC in their goals. He stated if the Planning Board could do something to create an opportunity then what would the EDC want the Board to do. He recommended the Board discuss creating a business opportunity for the Town.

Stacie Jo Pope recommended reviewing the Master Plan Implementation matrix for overlap of responsibilities between the EDC and Planning Board.

Rob Houseman recommended the Board review the goals and objectives of the Master Plan to determine if they are still applicable. He stated LRPC is updating the Scenic Byways Plan and needs volunteers to provide an inventory of scenic views in Wolfeboro.

Referencing the Rules of Procedure, Kathy Barnard recommended putting flexibility in such.

Rob Houseman recommended the Board consider a nonconforming use provision of the ordinance/develop standards to allow for more conforming change of use and develop a clear measurable standard for a use to become more conforming.

The Board agreed to review the nonconforming use provision of the ordinance.

John Thurston expressed concern regarding canopy portable garages/storage sheds and recommended screening of such.

Rob Houseman stated the Town has a seasonal storage provision.

Kathy Barnard stated the Town has a regulatory process to address such.

Following discussion of the 2014 Work Program, the Board agreed to add the following items to the work program;

- Master Plan Update
- Scenic Roads
- Street Tree Ordinance along gateways/Streetscape
- Scenic View Inventory
- Nonconforming Use Provision

- **Stormwater Management Regulations**

Rob Houseman stated he incorporated the recommendations of Dave Ford, Underwood Engineers and White Mountain Survey Co. He stated he is awaiting comments from Jeff Lewis since he used the draft regulations as part of the Bartlett Tree Experts Site Plan Review application. He reminded the Board the regulations are not an ordinance therefore, the regulations could be waived; noting the Board has some discretionary judgment. He also stated the regulations are applicable to new development.

John Thurston asked if the new Town garage was held to the standards of the regulations.

Rob Houseman stated the site was 100% impervious therefore, no.

The Board discussed the threshold for the regulations and government exemptions which include the Town and the school district.

Kathy Barnard stated the Board forwarded a memo to the BOS requesting Town compliance.

Paul O'Brien asked why the Board did not review the Town garage building.

Rob Houseman stated he could not speak to such. He stated the proposal was presented to the BOS and the BOS approved the proposal and proceeded without Planning Board review. He stated the library expansion proposal and all schools have been reviewed by the Board.

Stacie Jo Pope stated such is not under Rob's purview. She noted the Board did not review the Police Department parking lot expansion project.

Rob Houseman stated he could not find anything in his research to address nitrogen and questioned whether the Board would like to incorporate language into the regulations regarding the use of the forms. He stated Don Kretchmer recommended a pre and post calculation checklist and a mitigation credit spreadsheet.

Kathy Barnard recommended a reference in the regulations relative to the use of the forms.

John Thurston asked if submitted plans are forwarded to the Town's consulting engineer; noting he hopes the Planning Board has such to support the Board's approval of waivers.

Rob Houseman replied yes. He stated if an applicant is requesting waivers and the Board does not grant the waiver request then the applicant must produce the information and that information would be reviewed by the Town's engineer. He stated if the waiver request(s) is granted, the Board has the authority and right to impose additional conditions or revisit the issue(s).

John Thurston requested completed checklists from other communities and questioned whether the forms are realistic.

Rob Houseman stated everything the Board is requiring is required by EPA MS-4 communities. He stated Wolfboro is exceptionally progressive in this effort given his research and noted Wolfboro is the only town in the lakes region that uses a third party engineer for site plan review applications. He noted three of the spreadsheets are related to phosphorus load and not about the type of system installed.

Following further review of the regulations, the Board agreed to the following;

- Page 2; strike "Impervious Cover" definition
- Page 4, 2.; insert "of" between "submission" & "an"
- Page 5, e.; remove capital E on "Existing"
- Page 9; no space between #8 & #9
- Page 11, Section XII, 2.; strike "Prevention"

It was moved by Chris Franson and seconded by John Thurston to move Shorefront Residential District to public hearing on December 17, 2013. All members voted in favor. The motion passed.

It was moved by Paul O'Brien and seconded by Vaune Dugan to adjourn the January 21, 2014 Wolfboro Planning Board meeting. All members voted in favor.

There being no further business, the meeting adjourned at 8:56 PM.

Respectfully Submitted,

Lee Ann Keathley

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