

WOLFEBORO PLANNING BOARD

July 1, 2014

MINUTES

Members Present: Kathy Barnard, Chairman, Stacie Jo Pope, Vice-Chairman, Brad Harriman, Selectmen's Representative, Mike Hodder, Paul O'Brien, John Thurston, Vaune Dugan, Members, Chuck Storm, Dave Alessandroni, Alternates.

Member Absent: 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.

Scheduled Appointments

Goodhue Hawkins Real Property, LLC

Site Plan Review ~ Boat Storage Facility

Case #201409

TM #190-28

Rob Houseman reviewed the Planner Review for July 1, 2014 and stated the applicant proposes to improve the access way from Filter Bed Road to the site, extend Municipal water to the site and construct a 230'x330' boat storage building in two phases. He stated Phase I would include the construction of a 230'x330' building and all site grading and drainage for both phases and Phase II would include the construction of a 230'x110' building addition. He stated the applicant proposes to upgrade 1600 SF along the travel easement, Filter Bed Road; noting the proposed use is expected to be of low volume with approximately 10 trips per day twice a year during spring launch and fall storage. He stated the applicant received a Special Exception (for proposed use) and Variance (for building height) from the ZBA. He stated the proposed lot coverage is 4.9%; noting 40% is permitted. He recommended the Board clarify litter storage and signage and request the applicant submit a cost estimate for site improvements.

Vaune Dugan questioned the nature of the easement and quality of the road.

Rob Houseman stated the easement is owned by the underlying fee interest of the property that provides the abutters the right to pass and repass. He stated Taylor Homes owns the only portion before the Town's portion. He stated that if the easement ever became more than a private easement, then it would have to be laid out.

Vaune Dugan questioned the proposed upgrades.

Rob Houseman replied cutting back the brush, extending the water line and grading.

Referencing Protection of Natural Resources, Mike Hodder asked why the applicant is proposing grass rather than natural vegetation.

Jim Rines distributed the lighting catalogue cut sheets and a letter, dated 7/1/14, addressing Voluntary Design Review Guidelines. He stated once disturbance occurs a conservation seed mix will be used. He stated there is no wetland impact.

John Thurston verified a 10" main is proposed for fire suppression.

Referencing the review by Tighe & Bond, Jim Rines stated all points noted are addressable and has no issues with their review and recommendations.

Stacie Jo Pope questioned whether the turning radius is adequate.

Jim Rines replied yes.

Kathy Barnard questioned the status of the Alteration of Terrain Permit.

Jim Rines stated the application was filed on 6/1/14 and to date, has not been approved. He reviewed his letter regarding compliance with the Voluntary Design Review Guidelines.

Kathy Barnard questioned the construction timing.

Jim Rines stated the applicant would like to begin construction once all the conditions of approval have been met for a completion date of November 2014.

Mike Hodder questioned wetland impact and/or issues.

Jim Rines stated the application complies with all wetland setbacks, including the 100' Prime Wetland Setback. He stated there is no wetland impact therefore, wetland permits are not applicable.

Rob Houseman stated the wetlands are delineated on the plans.

Vaune Dugan questioned the Fire Department's reaction to the proposal.

Rob Houseman stated Tom Zotti is aware of the proposal and has been in contact with Audrey Cline regarding code compliance.

Vaune Dugan questioned the one point of egress.

Jim Rines stated additional egresses are not necessary since there are no life safety issues.

Stacie Jo Pope verified there would not be any staff at the building and questioned litter storage and signage.

Jim Rines stated the applicant proposes a small dumpster and noted there is no signage proposed.

Kathy Barnard asked when most of the activity at the site would occur.

Jim Rines replied spring and fall.

Steve Durgin replied after April 15th (following ice out) and between Labor Day and the first week of November.

Stacie Jo Pope questioned lighting.

Jim Rines stated four dark sky compliant lights are proposed.

John Thurston asked if a leach field is proposed.

Jim Rines stated there would be no sewer on site.

It was moved by Stacie Jo Pope and seconded by Vaune Dugan to accept the application as complete. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

Rob Houseman reviewed the following recommended conditions of approval;

1. The following plans, as amended by the Planning Board approval, are incorporated into the approval:
 - Plan 1:** Sheet 1 of 11, T1, Title Sheet, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 2:** Sheet 2 of 11, H-1, Horizontal Control Plan, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, Mark Lucy, PE, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 3:** Sheet 3 of 11, U-1, Utility Plan, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, Mark Lucy, PE, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 4:** Sheet 4 of 11, G-1, Grading Plan, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, Mark Lucy, PE, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 5:** Sheet 5 of 11, D-1 Grading and Erosion Control Plan- Predevelopment, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, Mark Lucy, PE, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 6:** Sheet 6 of 11, D-2 Grading and Erosion Control Plan- Prost Development, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, Mark Lucy, PE, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 7:** Sheet 7 of 11, D-3 Erosion Control Plan- Predevelopment, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 8:** Sheet 8 of 11, DT-1 Details, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, Mark Lucy, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 9:** Sheet 9 of 11, DT-2 Details, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, Mark Lucy, PE, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 10:** Sheet 10 of 11, F-1, Flood Plain Map, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, Mark Lucy, PE, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
 - Plan 11:** Sheet 11 of 11, S-1, Soils Map, **Goodhue Hawkins Navy Yard, LLC**, Boat Storage Building, prepared by Dyer Engineering Consultants, 5401 Longley lane, Suite 9, Reno Nevada 89511, Mark Lucy, PE, White Mountain Survey, PO Box 440, Ossipee, NH 03864, Dated June 10, 2014.
2. The applicant shall be responsible for the payment of all recording fees.
3. The applicant shall enter into a Construction Observation Agreement with the Town's consulting engineer. The cost shall be borne by the applicant.
4. The applicant shall provide a payment of financial security as specified in item #12 of the Planner Review.
5. The following permits and approvals and any conditions attached thereto, is adopted by reference to this approval:
 - NH DES Septic System
 - NH DES Alteration of Terrain Permit
 - Wolfeboro ZBA Special Exception and Variance
6. The applicant's engineer shall submit a letter certifying compliance with the American's With Disabilities Act.
7. The applicant shall be required to monument the edge of Wetlands in compliance with § 175-10.2 *Wetlands Boundary Monumentation*.
8. All of the documentation submitted in the application package by the applicant and any requirements imposed by other agencies are part of this approval unless otherwise updated, revised, clarified in some manner, or superseded in full or in part. In the case of conflicting information between documents, the most recent documentation and this notice herein shall generally be determining.

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

It was moved by Vaune Dugan and seconded by Stacie Jo Pope to approve the Goodhue Hawkins Real Property, LLC Site Plan Review application, Case #201409, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

Information Items

Rob Houseman reviewed the following informational items; 2014 Residential Rental Cost Survey and Erosion Control and Sitework Observation for Brewster Academy.

Public Comment

None.

Subcommittee Reports

TRC: Reviewed boundary line adjustment on Trotting Track Road on 6/4/14

CIP: Committee to begin review of Department Head requests in August

Public Hearing ~ Master Plan Population Chapter Update

Rob Houseman reviewed the Master Plan Population Chapter Update, see attached; noting the amendment of the chapter resulted from the 2010 Census and the purpose is to codify data as part of Census.

Kathy Barnard stated David Booth, Chairman of the Population Chapter Committee, provided the data to the Planning Board and requested a thank you note be sent to him.

Chairman Barnard opened the public hearing.

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

It was moved by Mike Hodder and seconded by Stacie Jo Pope to adopt the Master Plan Population Chapter Update. All members voted in favor. The motion passed.

Work Session

➤ Central Business District

Referencing the CBD, Rob Houseman stated there are no standards or setbacks required for commercial use however, there are setback requirements for single family dwellings; noting the zoning for the district expresses three different types of standards. He recommended the Board review such and address such if the ordinance is revised.

John Thurston stated no setbacks equals no grade and expressed concern for water being pushed onto another property when allowed to build to the edge of the property line.

Following further discussion, the Board requested Staff provide the following;

- Staff review Parking Ordinance and highlight areas that need to be addressed
- Provide additional information regarding potential impact
- Provide examples from other communities; Rockport, New Castle and Portsmouth Historic District

➤ Restriction of Office Space on First Floor

Kathy Barnard asked the Board what their final decision is regarding such.

Rob Houseman stated Gregg Roark continues to bring the issue to his attention; noting that he will not rent his units for anything other than retail. He stated communities have imposed standards to ensure a vibrant Downtown is maintained.

The Board agreed not to pursue restricting office space on the first floor of buildings in the Downtown area.

➤ **Historic Preservation**

Vaune Dugan recommended the Board review oldersmallerbetter.org.

Kathy Barnard stated Maggie Stier, Historic Building Alliance, would be attending the Board's 8/19/14 meeting.

The Board requested the following information;

- Downtown Survey of Merchants
- Provide examples of other communities

Other Business

- Wolfeboro Conservation Commission contracted Student Conservation Association for trail improvements to Route 109A and invasive species eradication at Front Bay Park.
- Pathways Committee Public Forum/Stakeholders Meeting is scheduled for August 7, 2014, location TBD.
- HB573, Alternative Treatment Centers; Staff has been questioned by a nurse in a management capacity regarding such. Staff sought guidance from Town Counsel regarding adopting an ordinance that would regulate Alternative Treatment Centers. Town Counsel stated the Town is preempted from regulating any area specifically regulated by the State; noting there are currently no regulations for Alternative Treatment Centers and the State is not accepting any applications for such at this time.
- ZBA approved (3-2 vote) a Variance for a 58-bed Alzheimer facility and a 76-bed assisted living facility (2 buildings, 140 bed total capacity) on Route 109A.
- Right To Know Law re: Email Addresses; Town Counsel has recommended that Board members segregate their Town and personal e-mails (each member should have an e-mail address that they use purely for Town business). If anyone wants to review all of their Town e-mails, they can do so easily and without potentially reviewing thousands of personal e-mails as well. Staff will forward the information to the Town's IT Committee and Pete Chamberlain to establish protocol regarding such.
- Audrey Cline, Code Enforcement Officer, has resigned and has taken a position with the Town of Stratham (last day of employment is 7/11/14). Three alternatives for coverage is currently being reviewed.
- Town Offices will be closed July 28th through August 4th.

Consideration of Minutes

June 17, 2014

Corrections: Page 1, add "Chairman Barnard appointed Chuck Storm, Alternate, to sit in for Paul O'Brien, Member."
Page 1, Sign Ordinance, 3rd paragraph; add "change title to Pedestrian Wayfinding Signs"
Page 2, Historic Buildings, 1st paragraph, 2nd sentence; strike "her" and replace with "she"

It was moved by Vaune Dugan and seconded by Mike Hodder to approve the Wolfeboro Planning Board June 17, 2014 minutes as amended. All members voted in favor. The motion passed.

It was moved by Paul O'Brien and seconded by Brad Harriman to adjourn the July 1, 2014 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 8:43 PM.

Respectfully Submitted,
Lee Ann Keathley
Lee Ann Keathley

*****Please note these minutes are subject to amendments and approval at a later date.*****