

**TOWN OF WOLFEBORO
PLANNING BOARD
October 6, 2015
MINUTES**

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

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.

I. Scheduled Appointments

Windrifter Resort Association

Site Plan Review

Agent: Tom Varney, Varney Engineering, LLC

TM # 232-3

Case #201517

Vaune Dugan and Brad Harriman recused themselves.

Chairman Barnard appointed Chuck Storm, Alternate, to sit in for Vaune Dugan, Member.

Rob Houseman reviewed the Planner Review for October 6, 2015 stating the applicant proposes to construct a driveway to the rear of the building labeled UNITS 5-24 and to a swimming pool structure to serve as ADA access for the pool. He stated the existing facility is a lawfully existing nonconforming use and lawfully existing nonconforming lot coverage and the applicant has received a variance for the increase in lot coverage as it relates to the construction of the ADA access. He noted the following; maximum lot coverage: 30% (percent coverage), existing conditions: 52.9% (percent coverage) and proposed conditions: 55.3% (percent coverage). He stated the proposal includes the construction of a 12' wide drive from the existing parking lot to the rear of the pool building, provide access to the (2) proposed handicap accessible spaces, construct a 121' long retaining wall, remove ±2,510 SF of existing impervious area and construct stormwater improvements. He noted the applicant has prepared a Stormwater Management Plan in compliance with the Town's Stormwater Management Regulations; noting the stormwater management system includes a catch basin, infiltration trench with level spreader berm, drip edge infiltration trench along the building containing Units 5-24 and a stone lined swale. He noted the applicant modified the plans based on the recommendations of the Town's consulting engineer. He stated the proposal does not change the direction of the flow or volume of water. He stated a wall pack light is proposed on the plan and is a 100-watt full cutoff wall pack light; noting no other lights are proposed. He stated the applicant needs to provide a cost estimate for the proposed site improvements.

Dwight Devork, ADA Chairman, Windrifter Resort Association, stated he is awaiting an estimate based on the revised plans; noting the cost estimate is being prepared by Lakes Region Paving.

Kathy Barnard requested the requirement of the cost estimate be included as a condition of approval.

John Thurston verified the cost estimate includes the retaining walls.

Mike Hodder asked if the Town's consulting engineer has reviewed the revised plans.

Tom Varney stated the revised plans were emailed to the engineer yesterday.

Rob Houseman stated the revisions included modest changes; noting there are no issues with such.

John Thurston questioned snow storage.

Tom Varney located the snow storage areas on the plan; noting two additional areas are proposed.

John Thurston verified that all the snow will remain on the property.

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

Chairman Barnard opened the public hearing.

Dwight Devork stated the proposal addresses ADA issues and needs of the guests and Town residents. He stated there is currently no ADA access and noted the driveway plan is the most economical and feasible (rather than to construct an elevator or wheelchair lift). He stated there has been opposition to the proposal because of the water runoff to the adjacent property however, a water retention system has been developed to address runoff and snowmelt.

Kathy Barnard questioned whether each property owner has approved the proposal.

Dwight Devork stated the proposal was approved by the Board of Directors.

Sebastian Tordonato, Board of Director, Kingswood Golf Club, stated he doesn't believe the plan adequately addresses the drainage issues. He stated the water will drain onto the Kingswood Golf Club property; noting it is currently difficult to get to that area of the golf course and the proposal will dump more water in that area. He stated the proposal will make a quagmire of the 5th fairway and practice facility. He reviewed the road elevation; noting the catch basin will not catch the water and when snow becomes liquid it will drain onto the Kingswood Golf Club property.

Mike Hodder reviewed the elevations and noted the driveway will not act as a tunnel rather; the water is free to flow in any direction.

Tom Varney stated the drainage and post development is less than the current condition. He stated there is no ponding and the water off the roof of the condominium building is being put into a drip edge. He stated a catch basin is located at the handicap area; noting one side pitches to the condominium and the other pitches to the infiltration basin. He stated the stormwater system includes eight infiltration basins with a 1" high level spreader and is designed to accommodate all aspects of grading and asphalt. He stated modern stormwater practices were implemented and feels confident the plan addresses the issues.

John Thurston asked if the gutters flow into the recharge system.

Tom Varney replied yes.

Rob Houseman stated there is a net reduction in stormwater runoff and reviewed the Stormwater Management Report. He stated the following post development analysis; in a 2-year storm event 100% of the runoff will be retained, in a 10-year storm event there is a reduction and in a 25-year storm event the net reduction goes from 5.9 to 5.38. He stated the proposed improvements treat the stormwater and is compliant with the Town's regulations.

Dwight Devork stated there is no golfing in the winter and snowmelt occurs on the fairways as well; noting such is a current and future situation. He stated the driveway location is currently a lawn and the construction of the driveway will not impact the golf course. He noted the golf course constructed a golf cart path across the Windrifter Resort Association property without permission. He stated the proposal will be an asset to the property and neighbors.

John Thurston requested clarification regarding the location of the golf cart path and verified the stakes noted in the photographs were not placed by the Windrifter Resort Association representatives. He verified the golf cart path is a gravel path.

Sebastian Tordonato asked if soil testing has been done.

Tom Varney replied yes.

Sebastian Tordonato questioned the results of the soil content.

Tom Varney reviewed such; noting the infiltration rate used is out of the NE Soil Scientist publication. He stated fill will be located around the buildings.

Sebastian Tordonato stated he is confident the water will infiltrate but, at a slow rate therefore, questioned what will happen once the fill becomes saturated. He stated there is a lot of clay on the golf course's property and noted the entire fairway slopes down away from the Windrifter. He stated that when the fairway gets wet, it gets sloshy and expressed concern that more water will go onto the fairway and practice green. He stated he is a mechanical engineer and doesn't feel the plan is full proof.

Jim Rouillard stated he doesn't believe the proposal will turn the golf course into a quagmire and questioned whether it is Mr. Houseman's pervue to determine such. He requested the Board support the proposal.

Mike Hodder stated the applicant has made mitigating measures to address the stormwater events.

Dwight Devork stated the driveway will pitch slightly down and intersects the golf cart path but, not the fairway or practice greens. He stated there is an existing swale and tall grass between the golf cart path and the Windrifter. He noted the golf course frequently waters the greens in the summer.

David Avery, Board of Director, Kingswood Golf Club, stated the applicant needs to request an easement for the retaining wall and expressed concern regarding snow removal and the cost estimate for the retaining wall (doesn't believe the estimated cost estimate will cover the cost of the retaining wall). He noted the applicant began the process without any approvals and the Town placed a stop order until the approvals were received. He stated Mr. Varney stated the water table is 2' however, the retaining wall is proposed to be constructed 3' below water table. He stated snow and salt will runoff onto the golf course property and noted that the applicant doesn't address such. He noted the golf course is watered when the superintendent orders such.

Tom Varney stated the material of the retaining wall is block segments rather than stone or concrete. He stated the wall is narrow with drainage underneath. He stated there is no need for an easement because the limit of work can be built on the Windrifter property without encroaching onto the golf course property; noting a note has been placed on the plan regarding such. With regard to snow storage, he stated two additional areas have been located for such. He noted the proposed infiltration is above ground and salt use would be limited because it cannot be treated. He stated the driveway is located 34' from the property line; noting that salt stays close to the area that its spread therefore, he believes there will not be impact from salt use.

Kathy Barnard verified that the plan, as presented, does not require a temporary easement for the construction of the retaining wall.

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

Rob 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: SITE PLAN, LAND OF WINDRIFTER RESORT, TAX MAP 232, Lot 3, 337 South Main Street, Wolfeboro, NH, Prepared by Thomas W. Varney, Professional Engineer, 93 Powder Mill Rd, Alton, NH 03809, Dated August 7, 2015 and amended to September 14, 2015.
Plan 2: SITE PLAN DETAIL, LAND OF WINDRIFTER RESORT, TAX MAP 232, Lot 3, 337 South Main Street, Wolfeboro, NH, Prepared by Thomas W. Varney, Professional Engineer, 93 Powder Mill Rd, Alton, NH 03809, Dated August 7, 2015 and amended to September 14, 2015.
2. The applicant shall post a financial security, as required in item #12 of the Planner Review.
3. The following approval, and any conditions attached thereto, are adopted by reference to this approval:
 - a. Town of Wolfeboro ZBA Variance
4. The applicant's engineer shall submit a letter certifying compliance with the American's With Disabilities Act.
5. 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.

Mike Hodder stated he believes the issues have been satisfactorily resolved.

Kathy Barnard stated the applicant has addressed all the requirements noted in the Site Plan Review Regulations.

John Thurston expressed concern regarding the encroachment of the golf cart path and whether more recharge in the lower corner could be obtained; noting the recharge comes to the end of the building therefore, if there is residual, it will come out at that location. He stated he supports the proposal.

Rob Houseman stated the current building does not have stormwater treatment however, because of the proposal the site will have a treatment system. He stated the proposal includes improvements to stormwater runoff.

Stacie Jo Pope stated she believes there will be less runoff and the applicant has provided adequate snow storage.

It was moved by Stacie Jo Pope and seconded by John Thurston to approve the Windrifter Resort Association Site Plan Review application, Tax Map #232-3, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

**The Yukimini Management, LLC
Site Plan Review; Storage/Receiving Area
Agent: Frank Waher
TM # 267-6
Case #201519**

Rob Houseman reviewed the Planner Review for October 6, 2015 stating the applicant proposes to remove an existing 12'x30' deck that is currently used for storage and replace it with a 12'x24' enclosed extension. He noted the restaurant (East of Suez Restaurant) is a seasonal use facility and recommended the Board clarify lighting. He stated he has concluded that the enclosure of the deck for secure storage is not an expansion of a nonconforming use because the deck is used for unsecured storage currently and the proposal would not expand its storage capacity and the use designation of the property is a restaurant and the storage addition does not expand the restaurant (increase in seating, dining or cooking area). He stated the applicant has requested

the following waivers; Section 173-15. E.; noting the rationale for such is that no new disturbed area is proposed or required.

Frank Waher stated the existing lighting on the porch would remain and internal lighting is proposed. He stated the enclosed area would secure deliveries and keep the animals out of the area.

Kathy Barnard recommended a condition of approval include that the area only be used for storage.

Mike Hodder questioned litter storage.

Frank Waher stated there are no changes to such; noting there is a dumpster on site.

It was moved by Stacie Jo Pope and seconded by Paul O'Brien to grant a waiver from Section 173-15.E. All members voted in favor. The motion passed.

It was moved by John Thurston and seconded by Mike Hodder to accept the application as complete. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

Rob 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: Proposed Septic Plan, 775 South Main Street/Route 28, Wolfeboro, NH, for Yukimi Management LLC, Prepared by Charles E. Karcher, Jr., Norway Plains Associates, Inc., PO Box 249, Rochester, NH, Dated February 2011.
Plan 2: East of Suez Storage Extension Elevation, Prepared by Frank Waher (assumed), PO Box 676, Sanbornville, NH 03809, Undated.
Plan 3: East of Suez Storage Extension Plan, Prepared by Frank Waher (assumed), PO Box 676, Sanbornville, NH 03809, Undated.
2. The applicant shall be responsible for all recording fees.
3. The use of the addition shall be limited to storage use only.

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

It was moved by Mike Hodder and seconded by John Thurston to approve the The Yukimini Management, LLC Site Plan Review application, Tax Map #267-6, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

II. Joint Planning Board & EDC Discussion RE: Hotels/Inns

Kathy Eaton, Chairman, Economic Development Committee stated the Lodging Feasibility Study recently completed by Spurrier Consulting for the Wentworth Economic Development Corporation concluded that Wolfeboro lacks enough hotel rooms to meet the Town's needs. She quoted from the study "Wolfeboro has tourism leakage. Visitors are traveling to other communities where there are available rooms." She stated that when visitors stay in Wolfeboro, they dine, shop and take advantage of the Town's attractions however, such is not the case when visitors stay someplace else; noting such hurts the local economy. She stated the reports indicates that Wolfeboro could support a hotel with a room count of approximately 75 rooms; noting that such is the approximate minimum number of rooms necessary for a lodging facility of this nature to be successful. She requested an open line of communication between the Planning Board and EDC regarding this issue and any zoning amendments pertaining to lodging facilities. She stated the EDC is not making recommendations rather, sharing the information from the study to the Board. She stated the study also indicated that 1.5 acres would be necessary for development of a 75-room facility. She questioned the need for one large lodging facility but, rather have more inns similar to Meredith (which has a total of 156 rooms in four different lodging facilities).

Rob Houseman noted lodging facilities are currently permitted in the following districts; Central Business District, Bay Street Limited Business District and Wolfeboro Falls Limited Business District.

Kathy Eaton stated the existing hotels currently lack availability for conferences. She stated the EDC has just begun their research and will continue to keep the Board informed of their findings.

Vaune Dugan expressed concern regarding the impact to the character of the Town with the development of a larger facility.

Brad Harriman noted that Wolfeboro is the only Town on the lake that its Downtown core is located on the water.

Mike Hodder expressed concern regarding the thrust of the discussion being driven by a report that is proprietary and the EDC and Planning Board not having full access to the data in the report.

Rob Houseman stated zoning currently permits 50 rooms; noting there are no architectural standards in place. He stated the reports states there is a need in the community and the need creates the opportunity to review zoning regulations.

Linda Murray (speaking as a citizen and not as a Selectman) stated the results from the Business Retention Expansion Survey have not been compiled; noting such would be very important to incorporate into the discussion.

Kathy Eaton stated once the information from the survey is complete, the EDC and UNH will present the information to the BOS; noting the information is expected to be received on 10/14/15. She stated the results will then be presented to the businesses and Chamber of Commerce at its quarterly meeting.

Cindy Patten stated that UNH commented that as a group, over 90% of the surveys were returned; noting that typically UNH struggles to have 47% returned. She stated it is critical to implement the results of the survey.

Kathy Eaton stated that 20% of the surveys needed to be returned in order to make the survey viable.

III. Public Comment

None.

IV. Informational Items

Rob Houseman reviewed the following informational items; Tighe & Bond Site Work Observation Report for P&D Zimmerman Family Limited Partnership, Wolfeboro Planning Survey and Notices of Decision.

V. Planning Board Subcommittee Reports

None.

**VI. Approval of Minutes
September 15, 2015**

It was moved by Vaune Dugan and seconded by Mike Hodder to approve the September 15, 2015 Wolfeboro Planning Board minutes as submitted. Kathy Barnard, Stacie Jo Pope, Brad Harriman, Mike Hodder, Vaune Dugan voted in favor. Paul O'Brien, John Thurston abstained. The motion passed.

VII. New/Other Business

None.

It was moved by Chuck Storm and seconded by Paul O'Brien to adjourn the October 6, 2015 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 9:05 PM.

Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley

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