

**TOWN OF WOLFEBORO
PLANNING BOARD
February 10, 2015
MINUTES**

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

Members Absent: Vaune Dugan, Member, Chuck Storm, 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 Appointment

Jean P. Roberts 1992 Trust
Agent: Jim Rines, White Mountain Survey and Engineering
2-Lot Subdivision
TM #233-2, 234-29
Case #201504

Rob Houseman reviewed the Planner Review for February 10, 2015 and stated the applicant proposes a two-lot subdivision; noting Lot 1 is a proposed vacant lot consisting of 20.1 acres with 1100.48' of road frontage on Pleasant Valley Road and Lot 2 consists of 110 acres with 937.18' of road frontage on Pleasant Valley Road. He stated the applicant is proposing to offer a conservation easement to the Lake Wentworth Foundation on approximately 58 acres of the proposed 110 acre parcel. He stated the applicant is requesting a waiver for Section 174-9.B.(1)(2) based on the fact that the proposed lot is 20.1 acres including 13.2 acres of upland and the wetlands mapping has been updated.

Kathy Barnard asked if there is a need for the Board to be concerned regarding access to the lots.

Rob Houseman stated the submitted subdivision plan meets all current requirements; noting there are no wetlands being impacted rather, only the wetland setback and buffer is impacted by the proposal.

Mike Hodder asked if the Conservation Commission reviewed the application.

Rob Houseman replied no; noting the application does not trigger their review. He stated the Conservation Commission Chairman was given notice in December of the application.

Jim Rines stated the applicant is requesting a 2-lot subdivision because the lots are depicted as two separate lots on the tax map and are being taxed as two separate lots however, the deed history revealed that the two tax map parcels are actually one tract of land. He stated the property received conditional approval for a six lot subdivision in the same area in 2003. He stated the approval was never vested because one condition included upgrading Richards Road to Town road standards which resulted in the proposed subdivision being economically unviable so the Trust let the approval lapse. He stated the intent is to divide the property and create two parcels of land configured as they are currently being taxed and depicted on the tax maps. The Trust then plans to market the 20.1 acre parcel to generate income to pay for the care of Jean P. Roberts who is currently in a nursing home. He stated the wetlands were re-delineated and given the size of the parcels a waiver has been requested. He stated the Prime Wetland boundary and limits of the easement have been located on the plan

with an accompanying note related to such. He noted the monuments have been set. He stated the Title Block does not depict the correct name of the company (depicts the former name, White Mountain Survey Co. Inc. rather than White Mountain Surveying and Engineering Co., Inc.); noting such would be amended.

It was moved by Mike Hodder and seconded by Stacie Jo Pope to grant a waiver of Section 174-9.B(1)(2). All members voted in favor. The motion passed.

It was moved by Stacie Jo Pope 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.

Mark Nieman, Richards Road, asked if there are any restrictions regarding development and questioned access. He questioned the approval of the previous 6-lot subdivision.

Kathy Barnard stated the 6-lot subdivision has been voided. She stated the applicant is now requesting approval of a 2-lot subdivision.

Mark Nieman questioned access if the lots are restricted to Pleasant Valley Road.

Jim Rines stated the applicant owns a fee interest in Richards Road and therefore, has the right to use either Richards Road or Pleasant Valley Road.

Mark Nieman asked if the applicant is required to pave Richards Road.

Jim Rines replied no.

Rob Houseman reviewed the following recommended conditions of approval;

1. The following plans, as amended by the Planning Board approval on this date with the correction of the Title Block, are incorporated into the approval;
Plan 1: Plan of Subdivision Plan Prepared for Jean P. Roberts 1992 Trust, Irving Roberts, Trustee, Pleasant Valley Road, Wolfeboro, New Hampshire, Prepared by Ronald C. Remick, JR, LLS, White Mountain Survey & Engineering Co., Inc., PO Box 440, Ossipee, New Hampshire 03864, Dated December 17, 2014.
Plan 2. Plan of Subdivision Plan Prepared for Jean P. Roberts 1992 trust, Irving Roberts, Trustee, Pleasant Valley Road, Wolfeboro, New Hampshire, Prepared by Ronald C. Remick, JR, LLS, White Mountain Survey & Engineering Co., Inc., PO Box 440, Ossipee, New Hampshire 03864, Dated December 17, 2014.
Plan 3. Topographic Plan of Proposed Lot 1, Prepared for Jean P. Roberts 1992 trust, Irving Roberts, Trustee, Pleasant Valley Road, Wolfeboro, New Hampshire, Prepared by Ronald C. Remick, JR, LLS, White Mountain Survey & Engineering Co., Inc., PO Box 440, Ossipee, New Hampshire 03864, Dated December 17, 2014.
2. The applicant shall submit the Mylar plan for recording at the Carroll County Registry of Deeds.
3. The applicant shall be responsible for the payment of all recording fees.

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

It was moved by John Thurston and seconded by Mike Hodder to approve the Jean P. Roberts 1992 Trust Subdivision application, Case #201504, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

II. Public Comment

None.

III. **Work Session**

Street Trees/Landscaping Ordinance

Kathy Barnard stated she and Vaune Dugan met with Kirk Titus and Dave Ford on 2/9/15; noting the subcommittee will be retrieving and reviewing policies from other towns. She stated the subcommittee would consider impact on signage as well.

Wayfinding Signs/Sign Ordinance

Brad Harriman recused himself.

Mike Hodder stated he is in favor of forming a subcommittee to evaluate and provide recommendations.

Kathy Barnard stated all meetings would be public and posted. She questioned the need for an RFP and expressed concern regarding the cost associated with such.

Mike Hodder stated he doesn't believe an RFP is necessary at this time.

Kathy Barnard questioned the amount of money in the budget for such.

Rob Houseman replied \$2,000.

Paul O'Brien stated hiring a consultant and assist with facilitating conversation is not good use of tax dollars.

John Thurston stated he spoke to Paul Zimmerman; noting Mr. Zimmerman wants to participate in the process and requested such occur during the summer so that he could attend the meetings.

Rob Houseman stated the Board needs to be sensitive to the business owners; noting the summer is their busiest time.

The Committee discussed potential members of the subcommittee such as a representative from the Chamber of Commerce, Downtown, Top O' The Hill and Wolfeboro Falls business owners (Wright Museum & Boat Museum) and two Planning Board members.

Chris Patten (Black's Gift Shop), Jerome Holden (JC Signs), Paul O'Brien (Wright Museum), Stacie Jo Pope and John Thurston volunteered to be members of the subcommittee.

Historic Property Inventory

The Board reviewed Maggie Stier's email, dated 1/10/15.

Mike Hodder recommended examining setting up a Heritage Commission; noting that body could work over time to develop an inventory. He stated the Commission would have no power and would only have an advisory capacity; noting Brookfield, Wakefield, Laconia, Gilford and Concord has a Heritage Commission.

The Board agreed to table a historic property inventory.

It was moved by Paul O'Brien and seconded by Mike Hodder to table inventory of Historical Resources and establish a subcommittee to explore establishing a Heritage Commission. All members voted in favor. The motion passed.

Brad Harriman expressed concern with regard to establishing a demolition delay ordinance.

Mike Hodder stated such is a separate issue from a Heritage Commission.

2015 Work Program

The Board reviewed Staff's memo regarding such, dated 2/6/15 and agreed to the following changes;

- Strike 2nd, 4th, 5th & 9th bullets
- 8th bullet (complete Historic Buildings survey); tabled such
- 11th bullet; Master Plan update to commence in 2016
- Add consider subcommittee re: Heritage Commission
- Add revise Inn definition to reflect an increase in bed capacity

IV. Informational Items

Rob Houseman reviewed the following informational items; NHDOT Transportation Alternatives Program Application and the NH Municipal Association Program. Referencing the NHDOT TAP application, he stated the Town did not receive NHDOT funding for the TAP Grant projects (bicycle and pedestrian improvements).

V. Planning Board Subcommittee Reports

No reports.

VI. Approval of Minutes

January 20, 2015

It was moved by and seconded by to approve the January 20, 2015 Wolfeboro Planning Board minutes as submitted. All members voted in favor. The motion passed.

VII. New/Other Business

Referencing the Petitioned Warrant Article Press Release, Stacie Jo Pope and Mike Hodder agreed with publishing such in the Granite State News.

John Thurston stated he is concerned with issuing a press release.

Brad Harriman stated he is in favor of the Planning Board's review process.

Rob Houseman stated the EDC is going to request the BOS authorize a statement from the EDC endorsing the Planning Board's vote not to recommend the Petitioned Warrant Article. He stated the Chamber of Commerce is also submitting an endorsement of the Planning Board's vote to the Granite State News.

Following further discussion, the Board agreed to not publish the press release.

It was moved by Paul O'Brien and seconded by Stacie Jo Pope to adjourn the February 10, 2015 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

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

Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley

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