

**TOWN OF WOLFEBORO
PLANNING BOARD
September 15, 2015
MINUTES**

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

Members Absent: John Thurston, Paul O'Brien, Members, Dave Alessandroni, Alternate.

Staff Present: Rob Houseman, Director of Planning & Development, Lee Ann Keathley, Secretary.

Chairman Barnard opened the meeting at 7:04 PM at the Wolfeboro Public Library.
Chairman Barnard appointed Chuck Storm, Alternate, to sit in for Paul O'Brien, Member.

I. Work Session

Heritage Commission Presentation to BOS

Due to two Selectmen being unable to attend the BOS meeting scheduled for 9/16/15, the Board agreed to reschedule the Heritage Commission presentation to 11/4/15; noting the presentation would address concerns noted at the Planning Board's public forum.

Financial Security Review

Rob Houseman reviewed his memo, dated 9/11/15, which included the status of the following accounts; First Congregational Church, Eastern Lakes Region Housing Coalition (Phase II), Gail Antonucci, Wolfeboro Business Park II/Wolfeboro Oil, Wolfeboro Business Park II, Wolfeboro Camp School, Marshfield Realty Trust, Casco, LLC, Wolfeboro Commons II, Lakes Region Restoration, Inc., Brewster Academy and GI Plastek.

Kathy Barnard and Brad Harriman recused themselves relative to the Eastern Lakes Region Housing Coalition financial security review.

Based on the review of Staff's memo, the Board agreed to release the financial securities for First Congregational Church and Eastern Lakes Region Housing Coalition. However, referencing the latter, Rob Houseman stated that upon inspection of the landscaping at Harriman Hill, he observed one dead landscape tree and several others that are under stress. In addition, he stated there is some shoulder erosion along the drive entrance for the end units. Therefore, he recommended the partial release of financial security in the amount of \$15,144.70; balance to be retained being \$1,000 for landscape replacement.

It was moved by Stacie Jo Pope and seconded by Chuck Storm to approve the partial release of financial security for Eastern Lakes Region Housing Coalition (Phase II), Case #201019, in the amount of \$15,144.70; balance to be retained being \$1,000.00. Stacie Jo Pope, Mike Hodder, Vaune Dugan, Chuck Storm voted in favor. Brad Harriman, Kathy Barnard abstained. The motion passed.

Sign Ordinance

Rob Houseman reviewed his memo, dated 9/11/15.

Kathy Barnard stated that current definitions need to be clarified therefore, questioned whether changes to the ordinance should be postponed. She stated she would like to wait until following the ZBA decision of an appeal of a decision by the Code Enforcement Officer relative to signage (ZBA hearing scheduled for October 2015).

Rob Houseman stated that flag is defined however; banner is not.

The Board agreed to table further discussion of the sign ordinance until following the ZBA ruling in October 2015.

Hotels/Inns

Kathy Barnard stated the Economic Development Committee (EDC) has requested a joint meeting.

Mike Hodder asked if the Dover's regulations have been challenged in court.

Rob Houseman stated he is not aware however, would speak to the City of Dover Town Planner.

Vaune Dugan questioned the number of rooms at the Wolfeboro Inn.

Rob Houseman replied 47. He stated the EDC would like to discuss the recommendations of the study and address the implementation of such.

The Board scheduled a joint meeting with the EDC for October 20, 2015.

Master Plan Implementation Matrix

The Board and Staff reviewed the responsibilities of the Planning Board and discussed budgeting/costs associated with developing a Historic Resources Chapter. The Board discussed scenic byways and conducting a public opinion survey.

The Board agreed to and requested the following;

- Copy of the 1996 Master Plan survey
- Form a subcommittee
- Review each chapter to determine which chapters require updating
- Cost estimate from the survey center to determine funding appropriation

II. Action Item

**First Congregational Church
Release of Financial Security
TM #218-148 & 149
Case #201304**

Rob Houseman stated the Town's consulting engineer recommends the full release of the financial security; noting that 85% of the vegetative establishment has occurred.

It was moved by Chuck Storm and seconded by Vaune Dugan to approve the full release of financial security for First Congregational Church, Case #201304. All members voted in favor. The motion passed.

III. Public Comment

None.

IV. Informational Items

None.

V. Approval of Minutes

September 1, 2015

It was moved by Mike Hodder and seconded by Stacie Jo Pope to approve the September 1, 2015 Wolfeboro Planning Board minutes as submitted. Kathy Barnard, Stacie Jo Pope, Chuck Storm, Mike Hodder, Brad Harriman voted in favor. Vaune Dugan abstained. The motion passed.

VI. New/Other Business

None.

It was moved by Vaune Dugan and seconded by Stacie Jo Pope to adjourn the September 15, 2015 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 8:49 PM.

Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley

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