

**TOWN OF WOLFEBORO
PLANNING BOARD
November 1, 2016
MINUTES**

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

Member Absent: Dave Alessandroni, Alternate.

Staff Present: Lee Ann Keathley, Secretary.

Staff Absent: John Krebs, Interim Town Planner.

Chairman Barnard opened the meeting at 7:01 PM at the Wolfeboro Town Hall Great Hall.

**I. Scheduled Appointment / Public Hearing
Binnacle, LLC
Special Use Permit
Agent: Peter Cooperdock, Fernstone Associates
TM #201-80
Case #201616**

Kathy Barnard noted the public hearing had been continued from September 6, 2016. She confirmed the applicant received NH DES permits associated with the proposal.

Peter Cooperdock, Fernstone Associates, reviewed Bryan Berlind's letter, dated 10/24/16, see attached. He reviewed Dan Coon's memos, dated 9/23/16 and 10/10/16, see attached. He stated the area is now saturated/inundated with water given the rainfall and the time of year. He reported there are large trees surrounding a circular depression with feeder areas entering the depressed area. He submitted a plan that depicts existing trees located along the proposed driveway; noting the driveway would impact very few trees however, if the driveway were to be relocated, it would obliterate most of the trees. He noted the wetland on the abutting lot to the northeast has poorly drained soil however, the wetland has been drained due to a 4" PVC pipe that comes across the property line; noting the subject property receives alterations from the abutting property. He reviewed the definition of a vernal pool; noting an active vernal pool holds water for a period of time. He stated there is not a sufficient amount of water in the driveway area for it to be a mosquito breeding area. He noted the importance of keeping shade on a vernal pool if fostering an amphibian breeding habitat therefore, the proposed location of the driveway maintains the important functions of a vernal pool. He stated he feels the proposed location is a better location for the driveway.

Kathy Barnard read John Krebs's letter.

Vaune Dugan stated she reviewed various plans including plans provided by the Department of Public Works and an aerial view from Google Maps; noting a watercourse that comes from Armstrong Road. She stated the plans/maps depict a linear wetland delineation that makes its way down to Sewall Road and potentially to the lake. She stated the flow of water comes from higher properties; noting a continual drainage course.

Peter Cooperdock stated the proposal was reviewed by the Town's consulting engineer; noting a 1-2 acre watershed feeding into the area. Regarding Mr. Krebs's recommendation for an 18" culvert to provide enough volume and avoid blockage from debris, he stated a 15" culvert may work.

Kathy Barnard referenced Dave Ford's memo, dated 11/1/16, relative to the water line; noting the Department of Public Works has received complaints and suspects the line would require replacement in the future, see attached memo.

Joe Melanson submitted photographs taken on 10/26/16. He asked if the lot is a Board approved lot of record; noting he was always told the lot was not a buildable lot. He stated there are criteria that need to be met. He noted he and his parents met with John Krebs at the site and explained their concerns to Mr. Krebs. He questioned the limits of the very poorly drained wetland; noting him and Mr. Krebs think that an intensive soil survey should be done to determine the limits of the very poorly drained soils. He expressed concern regarding the following; size of the culvert, whether the proposal meets the setbacks for both the wetlands and leach field, accuracy of the plan (believes the very poorly drained soils extend further than what is shown on the plan), Construction Specifications note on the plan (believes the "options" should be provided), monitoring of the construction activities, construction sequence notes (construction to occur during the dry season and he questioned the area will ever be dry), site suitability (noting the proposal does not meet any of the criteria), notice to abutters (2 are deceased and 1 was unable to attend the meeting) and fire access.

Vaune Dugan asked if Highland Terrace is a public road.

Kathy Barnard replied yes.

John Thurston stated access could occur during the winter months and noted such would lessen the impact.

Peter Cooperdock stated he has done an extensive soils study on the property; noting the criteria for very poorly drained soil is based on 8" of organic matter in the top of the mineral zone; noting there is organic soil in the top of the poorly drained section. He stated the proposed leach field is allowed to be within 20' of the setback and explained that the plan is drawn on AutoCAD software program. He noted that contractors are aware of erosion control and aware of the options relative to such. With regard to the existing 15" culvert, he stated Highland Terrace is a Town road and the Town should address such. He stated he is confident that his delineation of the wetlands is accurate; noting he has no vested interest as to whether it is a buildable lot. Relative to the issue of distance/setback from the side property line, he noted such was determined by a licensed land surveyor; noting there is plenty of room on the property for a leach field. He stated Dave Ford's memo is irrelevant to the proposal and noted the Planning Board didn't exist at the time the lot was created. He stated the Planning Board should look at the criteria and review the least environmentally impacting alternative; noting the ordinance is set up to protect the wetlands to the greatest extent possible.

The Board discussed the ordinance relative to Conservation Commission input.

John Thurston stated the State approved the crossing noting that such is the highest level of review.

Peter Cooperdock acknowledged the issue of recent water ponding from rainfall and acknowledged the past summer as being a dry season. He explained that when soil dries out, it doesn't allow the same absorption of water as it should if the soil were wet. He stated the water ponds because there isn't enough time for the soil to absorb the water. He stated the area will pond because the trees have dropped their leaves and there is nothing to absorb the water. He expressed concern relocating the driveway per Dan Coon's recommendation because doing such would create two ponded areas that will be held up by the driveway; noting such would then become a mosquito breeding area. He stated if the driveway is relocated to the other property line, such would affect the culvert and impact the very poorly drained soil which is the largest area of wetland of the highest value.

Referencing the creation of the lot, Mike Hodder stated there is no survey of the Melanson property prior to the transfer and noted he is troubled by such. He reviewed the requirements relative to property conveyance.

Vaune Dugan stated a deed with metes and bounds was provided.

Mike Hodder agreed however, noted the deed provided is a Fiduciary Deed and not a Warranty Deed. He stated he would like to see a clear title and expressed concern regarding the assessing card (value of the property at \$5,000 and notation that such is an accessory lot).

Kathy Barnard stated she shares Mike Hodder's concerns and noted she spoke to the assessor regarding the accessory lot notation; noting the assessor stated it was labeled an accessory lot because it is next door to a developed lot.

Joe Melanson stated Mr. Krebs recommended an independent soils survey; noting that if such is done, compliance can be determined.

Vaune Dugan stated the wetland was created by the culvert in the road that was put in too high. She stated there is very distinct criteria when delineating wetlands and to start questioning those who are deemed experts is a slippery slope.

Brad Harriman stated the criteria for soil scientists is very strict and all have the same guidelines to follow. He stated he has a lot of experience with both Dan Coons' and Peter Cooperdock's plans and doesn't believe the Board will see a difference with the delineation of the poorly drained and very poorly drained soils. He stated he is reluctant to request another review. He stated that a lot that shows a boundary is a lot of record.

Mike Hodder agreed with Mr. Harriman. He stated he is reluctant to recommend another review as it would be an added burden on the applicant.

Paul O'Brien stated he doesn't agree with another review. He recommended the Town address the culvert issue.

Stacie Jo Pope stated the lot is taxed as a buildable lot.

Mike Hodder stated he is troubled by the issues in that he doesn't know when the lot was assigned as an accessory lot and that it is not a qualified sale.

Vaune Dugan stated the deed was given by the Melanson family estate and at that time the estate, Ruth Melanson, sold the property separately. She stated the property was then sold to Bierweiller.

Joe Melanson questioned whether the Board is going to listen to Mr. Krebs' recommendation.

Vaune Dugan stated the proposal was accepted by the former Town Planner, Rob Houseman.

Stacie Jo Pope read the following recommended conditions of approval by Mr. Houseman;

- 1) The following plan, as amended to the date of approval, is hereby incorporated into this approval:
Plan 1: Special Use Permit Plan For Binnacle, LLC , Highland Terrace, Wolfeboro, NH, Map 201, Lot 80, Wolfeboro, NH, Prepared by Peter Cooperdock, Fernstone Associates, Certified Wetlands Scientists, Certified Soil Scientists, 32 Essex Street, Concord, NH 03301, Dated August 2, 2016.
- 2) The applicant shall comply with the pre-construction siltation and erosion control measures and construction sequence as shown on the plan.
- 3) An inspection by the Town shall be required of siltation devices prior to construction.
- 4) The applicant shall be responsible for all recording fees.
- 5) The applicant shall be required to monument the edge of Wetlands in compliance with § 175-9.1 Wetlands Boundary Monumentation. This includes:
 - (1) Wetlands shall be delineated by a State of New Hampshire Certified Wetlands Scientist. Markers should be placed at 50'+/- intervals along the total wetland boundary following its general contour.
 - (2) Care shall be taken to ensure that markers are placed with the appropriate spacing at points closest to any proposed or existing structure located on the property.
 - (3) The cost shall be borne by the applicant/developer or their successors in interest.

- (4) The applicant shall be responsible for submitting a letter of certification of the posting to the Code Enforcement Office prior to the issuance of any building permit.

Kathy Barnard questioned whether a condition should include an increase to the culvert size. She noted the applicant has received a State approval for a septic system and wetlands permit and the Town inspects the site during the construction process.

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

It was moved by Vaune Dugan and seconded by John Thurston to approve the Binnacle, LLC Special Use Permit application, Tax Map 201-80, subject to the recommended conditions of approval. John Thurston, Stacie Jo Pope, Vaune Dugan, Brad Harriman, Kathy Barnard voted in favor. Paul O'Brien, Mike Hodder opposed. The motion passed.

**Edwin Warren King
Boundary Line Adjustment
Agent: Loralie Gerard, Gerard Land Surveying Company
TM #228-51 & 56
Case #201626**

Loralie Gerard stated the applicant owns two lots, Tax Map 228-56 and 51 which were created in 1951. She stated the owner wishes to combine the lots into one lot of record by the method of a boundary line adjustment rather than by the lot merging method. She stated the applicant wants a recordable plan approved by the Planning Board which reflects the wetlands delineated on both lots as well as the lots being combined. She stated the owner plans to create a new deed description using the approved plan with the ultimate goal of having only one taxable lot and one tax bill.

Kathy Barnard read John Krebs's Planner Review; noting Mr. Krebs recommended acceptance of the application and noted the application could have been handled with a Voluntary Lot Merger however, the applicant wanted to have a plan recorded which depicted the property as one lot and which the wetlands were delineated.

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

Chairman Barnard opened the public hearing.

Kathy Barnard read the following recommended conditions of approval as set forth in John Krebs' Planner Review;

1. The following plan, as amended by the Planning Board approval, are incorporated into the approval;
Plan 1. Boundary Line Adjustment Plan of Lands of Edwin Warren King, Wolfboro Tax Map 228/Lot 51 and Tax Map 228/Lot 56, 180 Forest Road, Prepared by Loralie Gerard, LLS, Gerard Land Surveying Company, signed and stamped by Loralie Gerard, LLS, dated
2. The applicant shall be responsible for the payment of all recording fees.
3. The applicant shall submit a Mylar plan for recording at the Carroll County Registry of Deeds.
4. 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 Paul O'Brien to approve the Edwin Warren King Boundary Line Adjustment application, Tax Map 228-51 and Tax Map 228-56. All members voted in favor. The motion passed.

**Wolfeboro Property Holdings, LLC
Site Plan Review; 116 South Main Street Redevelopment
Agent: Jim Rines, White Mountain Survey & Engineering, Inc.
TM #218-123
Case #201627**

Peter Cooke stated the building, Pickering House, was purchased in February 2016 and was deemed eligible as a historic building by NH Preservation Alliance. He submitted letters of support for the project.

Kathy Barnard stated the applicant proposes the redevelopment of 116 South Main Street from an antique store to a 10-room inn with associated dining facilities and a function hall (located in the former barn). She stated the applicant has requested the following waiver; Section 175-133.D.; noting Mr. Krebs concurs with the Public Works Department and Fire Department and recommends the waiver be granted because the building is located on a small Downtown lot and both access drives are constrained by the building and side lot lines. She noted the following proposed external changes;

- Construction of a 23'x5' patio with a 90' associated ADA walkway/ramp access to the rear of the building
- One ADA van compliant parking space at the northwest corner of the lot
- 5'x20' long walkway connecting the existing front walkway to a proposed 8'x25' addition to the front of the building
- A 12' wide paved driveway with 2' gravel shoulders connecting the front parking area to Brummitt Court
- Proposed 6'x9' addition on the easterly side of the existing barn
- Proposed 27'x14' addition on the westerly side of the barn
- The construction of five new parking spaces located on the north side of the existing barn; a portion of which is located on top of permeable pavement
- The construction of four HVAC condenser pads, generator pad and a landscape buffer/planting beds and fencing
- Install new lighting

Jim Rines reviewed his letter, dated 10/12/16 and criteria for the waiver, dated 10/12/16, see attached. He stated the Town's consulting engineer, Tighe and Bond, determined that the proposal is compliant with Town regulations.

It was moved by Stacie Jo Pope and seconded by Paul O'Brien to grant a waiver for Section 175-133.D. All members voted in favor. The motion passed.

Kathy Barnard stated the applicant presented the proposal to the TRC on 9/7/16; noting the property is located in the Central Business District in which there are no setbacks and 100% lot coverage is permitted. She stated the proposal is allowed as a permitted use in the District. She questioned whether the front door to the building is remaining; noting the development standards relative to a front entrance states that the building shall contain a front door to provide access.

Peter Cooke stated the front door would be preserved however, the principal entrance will be located elsewhere.

Kathy Barnard stated another standard is to be pedestrian friendly.

Jim Rines stated there are no plans to disturb the pedestrian traffic.

John Thurston questioned the characteristics of the permeable gravel.

Jim Rines replied True Grid is the material; noting the cells keep the gravel from compacting. He stated an underdrain is proposed that will go to the detention area with the intent to have the rear parking area as gravel. He noted the grids allow for line striping as well.

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.

Randy Walker, representing Wolfeboro Property Holdings, LLC, stated the applicant intends to narrow the roadway to improve safety and make it more aesthetically pleasing. He stated five parking spaces are proposed in the front of the building and requested approval of the proposal.

Maggie Stier, Chairman, Heritage Commission, stated the Commission has no issues with the proposal and noted that if the owners decide to list the property as a Historic building, it would be considered the same as the Libby Museum.

Denise Williams, Brummitt Court, questioned whether the proposed 12' paved area is sufficient for two-way traffic.

Jim Rines stated there is ample room and noted there would be an additional 2' gravel shoulder on each side of the road; noting an interstate highway lane is 12' wide.

Denise Williams stated she wants to ensure pedestrian and vehicle access and protection of right-of-way rights; noting that she would prefer that the general public does not use the area however, she doesn't want the Cropley Hill residents to be restricted access. She questioned whether the driveway entrance from South Main Street is proposed to be narrower and if an additional Town parking space is being created on South Main Street; noting the latter would limit line of sight.

Jim Rines stated the entrance is being narrowed to discourage pass through traffic and no additional on street parking space is proposed.

Kathy Barnard stated the BOS would review additional parking spaces on South Main Street and would bring such to Dave Ford's attention.

Denise Williams asked if a lighting plan has been submitted and if lighting is proposed along the northern parking area.

Jim Rines stated three down shielded cutoffs would be located on the building.

Denise Williams expressed concern regarding drainage; noting she wants to ensure that water will drain away from the existing buildings and roadways. She questioned the existing location and proposed location of the Town's sewer lines.

Jim Rines reviewed the existing location of the sewer lines and manholes.

Denise Williams asked if other lines would be abandoned.

Jim Rines stated the sewer line will be disconnected from the property owner's end.

Denise Williams questioned snow storage.

Jim Rines located the snow storage areas.

Denise Williams asked how the Town's plowing of Cropley Hill is going to be addressed since the Town's road ends at the top of Cropley Hill.

Peter Cooke stated Brummitt Court is a private road in which three property owners have the right to pass over. He stated the Town's plowing of Cropley Hill is not a part of the application.

Kathy Barnard stated she would seek clarification from Dave Ford regarding the questions noted by Ms. Williams.

Jean Buck, 5 Brummitt Court, questioned the installation of a gate.

Peter Cooke stated the gate was left off the site plan; noting such is a private issue. He stated he reviewed the proposal to install a gate with the Fire Department and noted the Department has no issues with such. He stated a seasonal gate may be installed however, such is not part of the application.

Gregory Buck questioned the type of vegetative plantings.

Jim Rines replied three small deciduous trees are proposed and noted the existing maple would be preserved.

Gregory Buck requested consideration of underground utilities to Brummitt Court.

Denise Williams questioned the telephone pole that is depicted on the plan.

Jim Rines stated the telephone pole is depicted on the plan because he is required to do such however, the intent is to install underground utilities.

Kathy Barnard 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. Existing Conditions Plan**, Prepared for Wolfeboro Property Holdings, LLC, South Main Street, Wolfeboro, NH, Prepared by White Mountain Surveying & Engineering, PO Box 440, Ossipee, NH 03894, Dated October 12, 2016.
 - Plan 2: S-1. Site Development Plan**, Prepared for Wolfeboro Property Holdings, LLC, South Main Street, Wolfeboro, NH, Prepared by White Mountain Surveying & Engineering, PO Box 440, Ossipee, NH 03894, Dated October 12, 2016.
 - Plan 3. D-1. Existing Conditions Drainage Plan**, Prepared for Wolfeboro Property Holdings, LLC, South Main Street, Wolfeboro, NH, Prepared by White Mountain Surveying & Engineering, PO Box 440, Ossipee, NH 03894, Dated October 12, 2016.
 - Plan 4. D-2. Post-Development Drainage Plan**, Prepared for Wolfeboro Property Holdings, LLC, South Main Street, Wolfeboro, NH, Prepared by White Mountain Surveying & Engineering, PO Box 440, Ossipee, NH 03894, Dated October 12, 2016.
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 submit a financial security in the amount of \$73,362.00.
5. The applicant's engineer shall submit a letter certifying compliance with the American's With Disabilities Act.
6. 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 John Thurston and seconded by Mike Hodder to approve the Wolfeboro Property Holdings, LLC Site Plan Review application, Tax Map 218-123. All members voted in favor. The motion passed.

II. Action Items

**P&D Zimmerman Family Limited Partnership
Release of Financial Security
Tax Map 218-17**

Kathy Barnard reviewed John Krebs' memo, dated 10/28/16, noting Mr. Krebs inspected the site, specifically the grass planted on a portion of the site and determined that the area in question was not part of the subject lot. She stated that Mr. Krebs noted the area is on the abutting lot owned by the same owner; noting the area is relatively flat and has been reseeded. She stated both Dave Ford and Jeffrey Lewis, Northpoint Engineering, LLC, concur that there will be no increase in runoff and the stormwater management system will function as designed without the construction of the landscaped island. Therefore, Mr. Krebs recommends the release of the financial security. She stated Mr. Krebs previously recommended an As-Built be submitted following the completion of the improvements.

It was moved by Mike Hodder and seconded by Paul O'Brien to approve the Release of Financial Security for P&D Zimmerman Family Limited Partnership, Tax Map 218-17, requiring the applicant to submit an As-Built plan depicting the current condition of the site. All members voted in favor. The motion passed.

**Jeremiah O'Connor
Lot Merger
Tax Map #258-17 & 18**

Kathy Barnard stated the Code Enforcement Officer reviewed the proposed lot merger and noted no issues with such.

It was moved by Paul O'Brien and seconded by Vaune Dugan to approve the Jeremiah O'Connor Lot Merger, Tax Map #258-17 & 18. All members voted in favor. The motion passed.

III. Public Comment

None.

IV. Informational Items

The Board received the following informational item; Legiscan publication.

V. Planning Board Subcommittee Reports

None.

VI. Approval of Minutes
October 16, 2016

It was moved by Paul O'Brien and seconded by Mike Hodder to approve the October 16, 2016 Planning Board minutes as submitted. Kathy Barnard, Vaune Dugan, John Thurston, Mike Hodder, Paul O'Brien voted in favor. Stacie Jo Pope, Brad Harriman abstained. The motion passed.

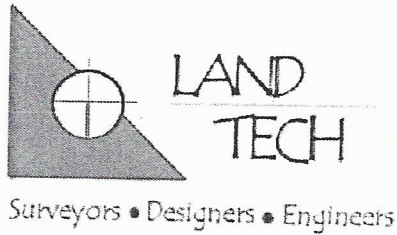
VII. New/Other Business
None.

It was moved by Vaune Dugan and seconded by Stacie Jo Pope to adjourn the November 1, 2016 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 9:48 PM.

Respectfully Submitted,
Lee Ann Keathley
Lee Ann Keathley

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



Land Technical Service Corp.

PO Box 60 – Ossipee, NH 03864
603-539-4900 (fax) 603-539-2691
www.land-tech.com

24 Oct 16

Wolfeboro Planning Board
PO Box 629
Wolfeboro, NH 03894

RE: Case 201616, Binnacle LLC Special Use Permit, Highland Terrace, TM 201-80

Dear Madam Chair and Members of the Board:

As I am unable to attend tonight's hearing I submit the following letter. I understand you have requested of me 2 things.

1/ How did the subject lot become created?

2/ Was anything found in the record to suggest the subject lot was considered or deemed "un-buildable"?

3/ Though not specifically asked I'll add a third item being the next logical question: How did this portion of Highland Terrace become created?

Question 1: How did the subject lot become created?

The subject land was created by deed on October 23, 1963, when the estate of Joseph I Melanson sold to Donald & Annie Bierweiller - see CCRD Bk 374, pg 243 (attached).

Bierweiller then sold to Binnacle on 29 Jul 15 per CCRD Bk 3212 Pg 977 (attached)

Despite having been created by a deed, there exist several recorded survey plans in the neighborhood showing the lot delineated (though only partially surveyed).

As to Question 2: Was anything found in the record to suggest the subject lot was considered or deemed "un-buildable"?

In the records described above and below no mention of the land being "un-buildable" was found.

As to Question 3: "How did this portion of Highland Terrace become created?"

A 1962 survey plan exists showing this end of Highland Terrace having been in existence in 1962 - one year prior to the birthdate of the subject lot. This is to say that this portion of Highland Terrace was in existence when the subject lot was first created by it's deed one year later.

See Plan Showing Land for Joseph Melanson, Aug 1962, by Thomas Collard, LS, not found recorded (attached).

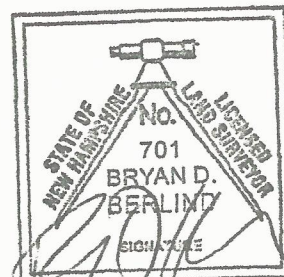
We hope the above answers your questions. Please don't hesitate to contact us with any questions or comments..

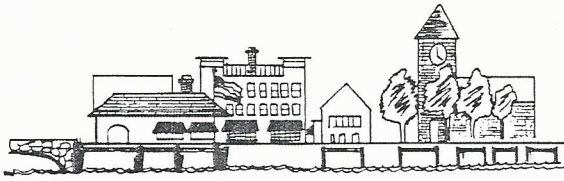
Sincerely,



Land Technical Service Corp.
Bryan D. Berlind
Licensed Land Surveyor, NH & ME
Licensed Septic System Designer, NH
President, Land Technical Service Corp.

Attachments





*Town of
Wolfeboro*

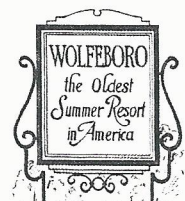
Conservation Commission

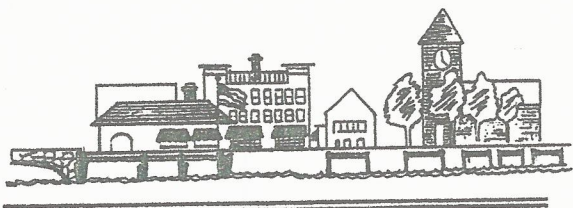
Memorandum

Date: September 23, 2016
To: Planning Board
From: Dan Coons, Chairman *DC*
RE: Special Use Permit
Binnacle, LLC
Tax Map #201-80

The Wolfeboro Conservation Commission reviewed the Special Use Permit application for Binnacle, LLC, Highland Terrace, on August 12, 2016. Per the request of the Planning Board at their September 6, 2016 meeting, I performed a site visit on September 19, 2016.

I reviewed the proposed driveway location and it appears that the driveway location could be improved by shifting it approximately 15-20 feet to the northeast so as to take advantage of the less wet portions of the wetland close to the road. The current proposed location appears to pond during portions of the year and, by avoiding the ponded portions, the wetland impacts to the greatest value portions of the wetland could be minimized.





Conservation Commission

*Town of
Wolfboro*

Memorandum

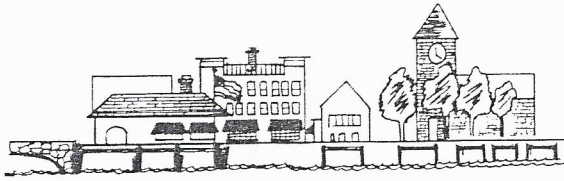
Date: October 10, 2016
To: Planning Board
From: Dan Coons, Chairman *DC/OK*

RE: Special Use Permit
Binnacle, LLC
Tax Map #201-80

At the request of the applicant's agent, Peter Cooperdock, I met with him at the property located on Highland Terrace and performed a site walk of the wetland area. We discussed the proposal in some detail and Mr. Cooperdock's rationale relative to the proposed placement of the driveway as indicated in the Special Use Permit application.

As you know, it was my opinion that the driveway should be located within the driest portion of the frontage. Mr. Cooperdock's opinion was that the area near the left property boundary does not hold water in the spring and has a hydroperiod that is insufficient for it to function as a vernal pool. He assumes that the wetland along the eastern property line is a vernal pool, and he was more concerned with maintaining tree shade. He feels that the area along the south side is not breeding habitat for vernal pool species but rather, would be mosquito breeding habitat. His thought would be that it would be better to sacrifice the area to the left of center, and maintain the tree buffer for the suspected vernal pool to the left of center.

I cannot argue with his proposal although it would not have been my approach. Without seeing this in the spring, I cannot comment upon which (or both) of the areas that appear to pond may be vernal pools.



DEPARTMENT OF
WATER AND SEWER UTILITIES

*Town of
Wolfeboro*

Memorandum

Date: November 1, 2016
To: Planning Board
From: David Ford *DW Ford*
CC: Janine Gillum, David Owen
Subject: Highland Terrace Water System

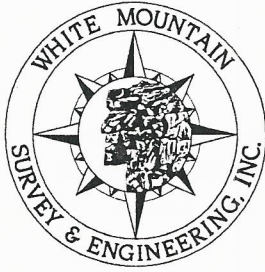
Regarding the condition of the water line on Highland Terrace, I have the following information.

We have a 6 inch water line out to fire hydrant on Highland Terrace. From fire hydrant to end of road, we are not sure of line size and condition. The last customer on the Highland Terrace is Mr. Melanson, who has complained for years about problems with dis-colored water, so we run a bleed during warm weather to keep him happy. His neighbor at 18 Highland Terrace has not complain about dis-colored water over the years, so it has always been curious to Town staff why one had a problem and the other did not.

I suspect the water line will require to be replaced at some time in near future, where we will install a 6 inch line to end of cul-de-sac and place a hydrant out there so that we can properly flush system and do away with temporary bleed.

If the applicant were to tie into this section of our water system, they might experience discolored water like Melansion or they may not have a problem like the rest of homes on Highland Terrace. Also, this area is in the highest elevation of our water system and water pressure is around 35 PSI, which is on the low end of acceptability. The applicant should be aware of this as they will not have good pressure, they will have fair water pressure, and if they have a second floor they might experience something less than fair.





WHITE MOUNTAIN SURVEY & ENGINEERING, INC.

1270 ROUTE 16, POST OFFICE BOX 440

OSSIPEE, NH 03864-0440

TELEPHONE (603) 539-4118 FACSIMILE (603) 539-7912

WEB ADDRESS: www.whitemountainsurvey.com

October 12, 2016

Via Hand Delivery

John Krebs
Interim Director of Planning and Development
Town of Wolfeboro
P.O. Box 629
Wolfeboro, NH 03894

Re: Wolfeboro Property Holdings, LLC
Site Plan Review Application
116 South Main Street
Tax Map 218 Lot 123

Dear John:

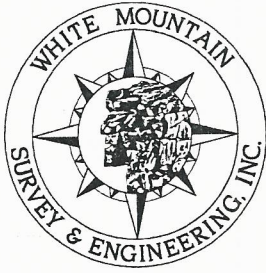
Enclosed please find what we believe to be a completed application package for a site plan approval for the conversion of the existing structure at 116 South Main Street from its former use as retail and multi-family residential to a 10 room inn with an associated function hall. The property is owned by Wolfeboro Property Holdings, LLC.

This lot is 0.59 acres in size with 151.92 feet of road frontage on South Main Street. The property lies in the C1 (CBD) Commercial District C1, Zone A, Central Business District and has no setback requirements for commercial uses.

The intent of this application is to preserve the existing structure to the greatest degree possible, with minor modifications to provide handicap access and function for the converted use. This 10 room inn will have dining facilities including a kitchen with the capacity to service the inn as well as the function hall.

The function hall will be in the existing barn. In order to preserve the barn and convert it to the intended use, it will have a new, full foundation poured beneath it. There will be a small addition on the northeast corner to create a location for deliveries and basement access. There will be a small addition on the northwest corner of the barn for function room bathrooms and service space.

In terms of parking, we have depicted 11 parking spaces, one for each room plus one space for the associated office space. Five of the spaces are right at the main entrance on the existing brick



John Krebs
Interim Director of Planning and Development
October 12, 2016
Page 2 of 4

driveway; five are proposed on the northerly side of the existing barn; and one handicap space located in the northwest corner of the lot.

The property is encumbered by two separate access easements, one along the westerly boundary which benefits the Governor Wentworth Regional School District and one along the easterly side of the property which benefits several parcels to the north. These easements provide access to the parties who enjoy these rights and this proposal does nothing to restrict those rights.

The easterly access, known locally as "Brummitt Court" has a lengthy history and in the past has been a cut-through for locals during busy traffic periods. The property owners and the abutters who benefit from this easement wish to discourage that activity. To that end, traffic calming mechanisms have been employed through surface treatment and slight re-alignment of the access. There has also been discussions among the parties involved to restrict the access in some, yet to be determined manner. No decision has yet been agreed to on the treatment, but the fire department and public works department are aware of the collective desire and do not object to the concept.

Additionally, the site plan review regulations require that aisle width for two-way traffic be 18 feet in width. At the TRC meeting, we discussed the desire, as part of the traffic calming, to reduce that to 16 feet. Of that 16 foot width, we are proposing 12 feet of pavement and two, two foot gravel shoulders that will support vehicle traffic, but will be covered with 2" of loam and seed to create a narrow feel to the aisle and discourage pass through traffic. In support of that request, we submit a waiver of that section of the ordinance for this relief.

In terms of drainage, since we are disturbing less than 10,000 square feet with this application, we are not subject to the Stormwater Management Regulations and only need to address the drainage requirements contained in the Site Plan Review regulations. Specifically, we must analyze and design for a 1, 10, and 25 year storm event. On small projects like this, treatment is not a requirement and only detention is needed to ensure that the pre-development and post-development drainage remain the same.

From a stormwater runoff standpoint, qualitatively, we have reduced gravel area that presently exists in the northwest corner of the lot, adjacent to the school districts paved parking and added some grass and vegetation. We have incorporated permeable gravel parking on the north side of the existing barn and removed the existing wood frame shed. We have reduced the amount of impervious area through elimination of gravel/broken pavement in the southeast corner of the lot. Finally, we have incorporated several small detention basins in the design.



John Krebs
Interim Director of Planning and Development
October 12, 2016
Page 3 of 4

Due to the relatively flat site conditions, the ultimate discharge points of the stormwater remain virtually unchanged. Comparison Node "A" is the comparison node to compare the pre-development and post-development for the stormwater runoff that drains toward South Main

Street and into the existing storm drainage system. Comparison Node "B" is the comparison node to compare the pre-development and post-development stormwater runoff that drains toward the GWRSD. Pre-development subcatchment 7 is compared with Post-development pond 7. Pre-development subcatchment 8 is compared with post-development subcatchment 8.

Pre-Development

	Node A	Node B	Subcat 7	Subcat 8
1 yr event	0.7 CFS	0.5 CFS	0.1 CFS	0.3 CFS
10 yr event	1.4 CFS	1.1 CFS	0.3 CFS	0.5 CFS
25 yr event	1.9 CFS	1.4 CFS	0.4 CFS	0.7 CFS

Post-Development

	Node A	Node B	Pond 7	Subcat 8
1 yr event	0.6 CFS	0.5 CFS	0.0 CFS	0.3 CFS
10 yr event	1.3 CFS	1.1 CFS	0.0 CFS	0.6 CFS
25 yr event	1.8 CFS	1.5 CFS	0.4 CFS	0.7 CFS

As can be seen, when rounded to the nearest tenth of a CFS, the rates remain virtually unchanged with only extremely minor variations of 0.1 CFS less than existing or more than existing

The litter storage will be contained internal to the building.

We have proposed eight foot lights along the handicap access route from the handicap parking space and seven wall mounted hooded lights on the barn to illuminate the parking behind the barn, on the east side of the barn and on the front of the barn. All lights shield cut-off, ground directed and will be compliant with Wolfeboro's dark sky compliance ordinance.

The building will be serviced by the municipal sewer and water systems. The existing services will be scoped to verify their integrity and upgrades will be made as needed, but will essentially remain unchanged.



John Krebs
Interim Director of Planning and Development
October 12, 2016
Page 4 of 4

We look forward to presenting this proposal at your November 1, 2016, hearing. As you review this application if you find that you have any questions, please feel free to contact me directly at 539-4118, extension 315. In thanking you for your attention to this matter, I remain

Sincerely,
White Mountain Survey & Engineering, Inc.

James F. Rines, PE, LLS, CPESC
President

The criteria for a waiver are:

1. That the specific waiver does not compromise the review of the application for the compliance with all applicable regulation.

The requested waiver seeks to reduce the aisle width from 18 feet to 16 feet. The purpose is to improve safety by discouraging pass through traffic by the appearance of a narrower aisle. Since the fire department signed off on the TRC with the slightly reduced width and we believe this will enhance safety, this request does not compromise the review of the application. Additionally, since the largest emergency vehicles travel down 12 foot highway lanes without issue, the 12 feet of paved surface with two, two foot gravel base and loamed and seeded shoulders will provide the intent needed by the 18 foot requirement. Finally, the existing travel surface, which has been used by locals as two way traffic on a fairly routine basis is between 15 and 16 feet presently, so the proposed 16 feet has historically been adequate for two way traffic.

2. That adequate and appropriate information has been provided to address the concerns of the abutters and the Planning Board.

Since the abutters have a desire to discourage pass through traffic and have expressed an interest in restricting access, the proposed waiver will satisfy the concerns of the abutters and since the fire department was comfortable with the reduced width, it is our hope that this will address the concerns of the planning board.

3. That the proposed waiver does not seek to deviate from the spirit of the Ordinance, Regulations and the intent of the Master Plan.

The purpose of the width is to allow safe travel for two way vehicles. This aisle is intended to routinely accommodate the traffic for the five parking spaces in the rear of the building and the occasional delivery for the inn and function hall. This extremely limited opportunity for conflicting travel, coupled with the historic use of the lane that is equal to or slightly less than the proposed surface does not seek to deviate from the spirit of the Ordinance or the intent of the Master Plan.