

**TOWN OF WOLFEBORO
PLANNING BOARD
February 9, 2016
MINUTES**

Members Present: Kathy Barnard, Chairman, Stacie Jo Pope, Vice-Chairman, Mike Hodder, John Thurston, Paul O'Brien, Members.

Members Absent: Brad Harriman, Selectmen's Representative, Vaune Dugan, Member, Dave Alessandroni, Chuck Storm Alternates.

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

**Daniel & Lucy Lambert
Special Use Permit
Agent: Jim Rines, White Mountain Surveying and Engineering, Inc.
TM #204-93
Case #201601**

Rob Houseman reviewed the Planner Review for February 9, 2016 stating the applicant proposes to construct a perched beach and patio associated with an existing residential structure which impacts the wetlands setback and buffer (edge of lake constitutes jurisdictional wetlands). He noted the following wetlands impact; 182 SF of hardscape buffer encroachment, 573 SF of beach buffer encroachment and 635 SF of temporary impact. He stated the Health Officer, Code Enforcement Officer and Conservation Commission have reviewed the proposal and have no objection to the proposed application.

Jim Rines located the municipal sewer; noting development is prohibited in that area. He stated he contacted NH DES regarding a status update of the wetland application; noting such has not been approved and is currently under technical review. He stated NH DES granted the Shoreland Permit.

Kathy Barnard verified the patio is on-grade and questioned the proposed pathway.

Jim Rines stated the pathway is a footpath to provide access.

John Thurston confirmed the pathway is 6' wide. He questioned the existing native vegetation in the area of the beach and expressed concern for the lack of native vegetation down to the water.

Jim Rines stated there is a natural vegetation buffer between the edges of the water and perched beach.

Mike Hodder asked how the temporary impact area would be restored.

Jim Rines stated the disturbance is caused by the removal of rocks. He stated the area would be leveled, graded and native vegetation planted (high bush blueberries).

Mike Hodder stated such is not specified on the plan and requested the vegetation be placed on the plan.

Jim Rines requested such be a condition of approval.

John Thurston requested a 4-6' wide native vegetative strip along the perched beach be maintained.

Jim Rines stated such is currently being maintained.

Rob Houseman stated the application is in compliance with the Shoreland permit process.

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.

Rob Houseman reviewed the following recommended conditions of approval;

- 1) The following plan, as amended to the date of approval, is hereby incorporated into this approval:
Plan 1: Special Use Permit Application Plan & Notes for Daniel and Lucy Lambert, Blackberry Lane, Wolfeboro, New Hampshire, Tax Map 204-93, Prepared by James Rines, PE, White Mountain Survey & Engineering, Inc., PO Box 440, Ossipee, New Hampshire 03864, Dated January 4, 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) This approval is subject to the NH DES Shoreland Permit and any conditions attached thereto.
- 5) The applicant shall be responsible for all recording fees.
- 6) Re-vegetation shall include native species as noted by the Board.
- 7) 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 insure 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.

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 Daniel and Lucy Lambert Special Use Permit application, Tax Map #204-93, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

Cynthia Corcoran and Diamond Finance Co.

Boundary Line Adjustment

Agent: Randy Tetreault, Norway Plains Associates, Inc.

TM #244-38 & 51

Case #201602

Rob Houseman reviewed the Planner Review for February 9, 2016 stating the applicants are proposing a boundary line adjustment that will transfer 253,925 SF of land from TM #244-38 to TM #244-51. He stated the lot size for TM #244-51 will change from 9.92 acres to 15.75 acres and TM #244-38 will change from 11.05 acres to 5.22 acres. He stated the applicant has requested the following waiver; Sections 174-7.D(4), (5) & (6) and 174-9.(A).

Randy Tetreault stated TM #244-38 is considered a nonconforming lot due to its limited amount of road frontage located at the end of the "Town Road Limits" portion of Canopache Road. He noted the nonconformity would remain but would not be reduced by the reconfiguration. He stated TM #244-51 is fully compliant. He stated

both lots are fully developed and no additional development is being proposed therefore, site feature details of topography, jurisdictional wetland delineation and soil suitability were not performed and waivers for such have been requested. He stated the proposal is strictly a transfer of land from one owner to another, the lot sizes well exceed any local or State requirements and the existing septic system and well locations will remain on the lots in their existing locations.

John Thurston asked if the large parcel was in current use.

Randy Tetreault replied no.

It was moved by John Thurston and seconded by Stacie Jo Pope to grant waivers for Sections 174-7.D(4), (5) & (6) and 174-9.(A).. 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.

Cynthia Corcoran requested a copy of the plan.

Rob Houseman provided such.

John Thurston questioned whether the parcels could be re-subdivided.

Rob Houseman replied no because the lots do not have adequate frontage and noted that both lots are currently developed with single family dwellings.

Rob Houseman reviewed the following recommended conditions of approval;

1. The following plan, as amended by the Planning Board approval, is incorporated into the approval:
Plan 1: Boundary Line Adjustment, 62 Canopache Road, 463 South Main Street, NH Route 28, Lake Winnepesaukee, Wolfeboro, Carroll County, New Hampshire, Plan prepared by Randolph R. Tetreault, PE, Norway Plains Survey Associates, Inc., PO Box 249, Rochester, NH 03867, Plan Dated January 20, 2016.
2. The applicant shall submit a Mylar plan for recording at the Carroll County Registry of Deeds.
3. The applicant shall be responsible for the payment of all recording fees.
4. The applicant shall be responsible for the verification of the existing monumentation (previously installed by Lindon Design) and the submittal of the Certificate of Monumentation verifying said monumentation.

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

It was moved by Stacie Jo Pope and seconded by Mike Hodder to approve the Cynthia Corcoran and Diamond Finance Co. Boundary Line Adjustment application, Tax Map #244-38& 51subject to the recommended conditions of approval. All members voted in favor. The motion passed.

II. Action Items

Constance Mitchell

Lot Merger

Tax Map #190-57 & 58

Rob Houseman stated the lot merger will result in the creation of a single 1.1 acre parcel with approximately 91.51' of frontage on Park Avenue; noting the lot merger would eliminate one building lot. He stated the Code Enforcement Officer reviewed the application and has no objection to the request.

It was moved by Paul O'Brien and seconded by Mike Hodder to approve the Constance Mitchell Lot Merger, Tax Map #190-57 & 58. All members voted in favor. The motion passed.

**William Ortisi
Lot Merger
Tax Map #268-41 & 42**

Rob Houseman stated the lot merger will result in the creation of a single .46 acre parcel with approximately 100' of frontage on Middleton Road; noting the lot merger would eliminate one building lot. He stated the Code Enforcement Officer reviewed the application and has no objection to the request.

It was moved by Stacie Jo Pope and seconded by Mike Hodder to approve the William Ortisi Lot Merger, Tax Map #268-41 & 42. All members voted in favor. The motion passed.

**Christopher Crowley
Lot Merger
Tax Map #264-6, 7, 8 & 9**

Rob Houseman stated the lot merger will result in the creation of a single 1.75 acre parcel with approximately 422' of frontage on Lake Winnepesaukee; noting the lot merger would eliminate three building lots. He stated the Code Enforcement Officer reviewed the application and has no objection to the request.

It was moved by Mike Hodder and seconded by Paul O'Brien to approve the Christopher Crowley Lot Merger, Tax Map #264-6, 7, 8 & 9. All members voted in favor. The motion passed.

III. Public Comment

None.

IV. Work Session

Planning Board Letter to Banks, Real Estate Offices and Insurance Agencies

The Board reviewed such and agreed to forward the letter to local banks, real estate offices and insurance agencies, as written.

Corner Lot Discussion

The Board tabled such to the 2/16/16 meeting.

Master Plan Update

Kathy Barnard stated she reviewed the Master Plan chapters; noting that all chapters except for Population and Natural Resources need to be updated. She recommended a new chapter titled Historic Resources.

Rob Houseman stated he would draft a Request for Proposal.

The Board reviewed the process for the Master Plan update.

V. Informational Items

Rob Houseman reviewed the following informational items; 2016 Work Program, Letter from Wolfeboro Area Chamber of Commerce, dated 1/15/16, NHMA Court Update and NHMA Do's & Don'ts for Municipal Sign Ordinance.

VI. Planning Board Subcommittee Reports

Technical Review Committee (TRC)

Reviewed a Special Use Permit on Blackberry Lane (Lambert), Site Plan Review for Wolfeboro Camp School for the reconfiguration of faculty housing and a Site Plan Review for Church of Latter Day Saints for an addition.

VII. Approval of Minutes

January 19, 2016

It was moved by Paul O'Brien and seconded by Stacie Jo Pope to approve the January 19, 2016 Wolfeboro Planning Board minutes as submitted. All members voted in favor. The motion passed.

VIII. New/Other Business

- Parsons Furniture; going out of business
- Pickering House; sold and new owners have created a website for the building
- Downtown Grille; expanding to Ossipee
- French's Auto Body; Bradlees Hardware is moving their rental business to the site
- Underwood Engineers; contracted to resolve effluent disposal issue (design & testing phase), NH DES supportive of Town's direction and Town has until 2017 to develop a design (implementation scheduled for 2018)
- Woodbine Senior Living; currently resolving water supply issue and has until June to file a building permit

It was moved by Paul O'Brien and seconded by Mike Hodder to adjourn the February 9, 2016 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 8:33 PM.

Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley

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