

**TOWN OF WOLFEBORO
PLANNING BOARD
February 14, 2017
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.

Member Absent: Dave Alessandroni, Alternate.

Staff Present: Matt Sullivan, Director of Planning and Development, Lee Ann Keathley, Secretary.

Chairman Barnard opened the meeting at 7:02 PM at the Wolfeboro Town Hall Great Hall.

I. Scheduled Appointment

Lone Wolfe Brewing Company

Agent: Randy Tetreault, Norway Plains Associates, Inc.

Site Plan Review; Brewery

Tax Map #71-4 and 86-8

Case #201702

Kathy Barnard stated Mike Hodder sat on the ZBA application public hearing and deliberated as a ZBA member. She noted Mr. Hodder would be sitting on the Planning Board application and deliberating on such. She reviewed the ZBA criteria and Planning Board standards.

Randy Tetreault, Norway Plains Associates, Inc., stated Tax Map #71-4 consists of 19 acres and includes existing dwellings (house, two barns, vacant garage); noting the applicant also owns the abutting property. He stated the applicant proposes to move his micro-brewery manufacturing process into the garage that is located on the property (82 Haines Hill Road). He stated there is an existing paved driveway off of Haines Hill Road and a 20' wide gravel driveway off of Center Street; noting access to the brewery would be from the latter as shown on the design plan set. He stated that to accommodate the change in use, the gravel driveway off Center Street would be paved and the area adjacent to the northwest side of the building will be paved and regraded to meet ADA standards. He stated fourteen parking spaces have been provided including a space for handicap parking. He stated the two parcels were originally separated by a Town road however, it has since been abandoned. He stated the garage is 42'x60' in size (2,520 SF) with existing lighting (opaque reflector and shoebox lighting) and an on-site well that services the building. He stated the proposal requires two State permits, NH DOT and NH Subsurface Bureau; noting the NH DOT Driveway Permit has been applied for. He stated the applicant is not proposing a formal landscape buffer; noting the site contains a sufficient amount of existing vegetation on three sides of the garage. Referencing wastewater, he stated there would be two wastewater systems on site; one for domestic use and the other for the treatment of the brewing process; noting the brewery will be set up as a 20-barrel brewery (which equates to 3,700 gallons of wastewater).

Kathy Barnard verified that Tax Map #86-8 is a vacant lot and questioned whether there would be an intrusion onto the lot at the driveway entrance.

Randy Tetreault stated that at the TRC meeting, potential drainage structures were shown to encroach onto the abutting property however, the owner does not want the slope damaged and therefore, there will not be an encroachment. He stated an easement cannot be granted on one's own property. He stated that if the Board would like an easement shown on the plan for access and drainage (for the future in case the property is sold), the Board could require an affidavit relative to such. He stated there are no current plans to sell the property.

Matt Sullivan reviewed the Planner Review, dated February 10, 2017, see attached; noting the applicant received a Variance from the ZBA to allow for the use of the property as a brewery. He stated he does not recommend approval of the application (see attached Planner Review for further details).

Referencing the rip rap outlet noted on the plan, Vaune Dugan asked whether such is on the adjacent property.

Scott Lawler replied yes and noted an erosion stone outfall at the existing culvert.

Randy Tetreault stated the recommended gating seems obtrusive in that setting. He noted there may be a sign to direct deliveries.

Graham Combes stated he would be maintaining the current business located in Downtown therefore, there would be minimal traffic at the farm (location of the brewery). He stated the following business hours; Thursday – Saturday Noon to 5PM and noted the potential for up to 15 vehicles.

Mike Hodder questioned whether the applicant has considered the address for the business as Center Street rather than Haines Hill Road.

Graham Combes stated he has applied for a business address on Center Street with NH DOT; noting the residence has the Haines Hill Road address.

Mike Hodder questioned whether the applicant has considered a gate on the property.

Graham Combes stated that beyond signage, he has no additional plans. He stated that although there is space for a gate, he would prefer not to have a gate that would block his driveway.

Referencing the ZBA application and minutes, Mike Hodder stated the applicant proposed production to be 4,000 barrels annually.

Graham Combes stated such would be the maximum output.

Mike Hodder stated the applicant told the ZBA there would be monthly deliveries however, is now informing the Planning Board there will be deliveries to the site 4 times per month.

Graham Combes stated that at the time of the ZBA hearing he was not well informed as to the amount of raw material needed; noting that he does not have a silo on site to store the material and therefore, weekly deliveries are necessary.

Mike Hodder questioned the size of the truck for the deliveries.

Graham Combes replied a tractor trailer.

Stacie Jo Pope questioned signage.

Graham Combes stated he proposes a commercial sign at the entrance of the brewery driveway.

Randy Tetreault stated that given the location of the property, the septic design and proposal, he does not believe there would be significant changes as a result of the State permit review process; noting that he does not believe the footprint of the design would be altered.

John Thurston questioned the NH DOT permit process and asked if the applicant has discussed the entrance to the site with NH DOT.

Randy Tetreault replied yes, noting the design includes onsite traffic analysis, ownership of property, drainage, safe sight distance, etc.

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.

Laura Roberts, 940 Center Street, questioned water usage and if such would affect the wells of surrounding properties.

Randy Tetreault stated there are multiple wells on site.

Graham Combes stated the brewery has a dedicated well.

Stacie Jo Pope asked if the business Downtown consists of brewing.

Graham Combes replied yes, however only on a one barrel scale.

Stacie Jo Pope asked if Town water is used.

Graham Combes replied yes, filtered Town water.

Paul O'Brien asked if the production would alter abutting wells.

Graham Combes stated when the well was tested the results were 8 gallons/minute per a 48 hour period.

Paul O'Brien asked when the well was tested.

Graham Combes replied two years ago.

Paul O'Brien questioned whether the water would be filtered.

Graham Combes replied yes.

Mike Hodder expressed concern regarding water flow and requested a copy of the well water test be submitted.

Stacie Jo Pope questioned the depth of the well.

Graham Combes stated he did not know.

Paul O'Brien questioned when the business would be open for operation.

Graham Combes replied prior to summer.

Stacie Jo Pope questioned whether the Combes' live on the property.

Graham Combes replied yes.

Matt Sullivan stated there is nothing in the Zoning Ordinance that address parking for events and recommended the applicant review the parking regulations to ensure adequate parking and compliance.

Graham Combes stated he plans to have a Grand Opening for the public to see the property; noting he requested events be included as part of his ZBA application in case he wanted to hold public events in the future, such as for product releases.

Scott Lawler stated the events would be infrequent and that deliveries would not be scheduled during the events therefore, the loading area would provide for additional parking. He noted the site has space for upwards of 30 vehicles and safe circulation.

Stacie Jo Pope questioned whether the special events would require a Special Event Permit to extend the hours of the event.

Mike Hodder stated such was addressed at the ZBA hearing; noting a permit would be required and parking would be addressed as part of that permit. He recommended the applicant review parking as it relates to overflow parking to ensure adequate parking is available.

Jim Sherman, 883 Center Street, expressed concern regarding noise and odor.

Graham Combes stated the tractor trailer delivery would be the largest noise issue of the operation. With regard to odor, he stated there would be a smell in and around the building; noting the aroma of brewing process is strong however, the odor would not spread beyond the building area. He also noted the driveway is 500'; noting the distance of the property from abutting properties. He stated brewing days are scheduled for Tuesdays and Thursdays. He stated he does not believe the odor will be a concern however, he would search for data regarding such to submit to the Board.

Mrs. Sherman stated she is concerned for the potential odor; noting her and her husband own the Willey Brook Campground.

Mike Hodder questioned whether additional plantings have been considered to reduce noise.

Graham Combes replied no, there is a considerable amount of existing vegetation.

Mike Hodder questioned how the tractor trailer truck would be unloaded.

Graham Combes replied lift gate or fork lift; noting the truck would be unloaded on the south side of the building.

Paul O'Brien questioned the height of the buffer.

Graham Combes replied 75'-100' pine trees.

Referencing ZBA Condition #8 (The vegetative buffer currently between the brewery and Haines Hill Road is to be maintained), Kathy Barnard questioned whether trees would need to be taken down.

Randy Tetreault replied no.

Kathy Barnard confirmed there is no work proposed along the existing vegetative buffer. With regard to the loading area, she stated the Board has the discretion not to require the designation of such.

Randy Tetreault stated no supplemental lighting is proposed.

Kathy Barnard questioned whether there should be an engineer's review of the drainage.

Randy Tetreault stated it is his opinion that a third party engineer review is not required given the proposal, design and scope of project; noting such would be an additional expense for the applicant.

Mike Hodder questioned whether a condition could be imposed to limit the number of barrel production.

Matt Sullivan stated he would not recommend such and noted the ZBA addressed such.

Vaune Dugan questioned why the Board would limit such.

Mike Hodder stated the applicant provided testimony at the ZBA hearing of a 4,000 barrel production however, tonight the applicant stated a production of 2,000. He noted the license allows for the production of 15,000 barrels/year; noting a potential for a more intensive use.

Kathy Barnard questioned the legitimacy of imposing such a condition and requested Town Counsel opinion.

Mike Hodder questioned whether the ditch depicted in the photographs qualifies as a drainage ditch.

Randy Tetreault stated NH DOT constructed a very large drainage swale and a qualified wetlands scientist reviewed such. He stated a buffer/setback doesn't apply because the wetland falls under the definition of a roadside ditch.

Matt Sullivan requested clarification as to whether it is appropriate to have a drainage analysis conducted.

Randy Tetreault stated that typically the conditions of approval are based on the State permit approvals; noting that if substantial changes are required per the State permits, those changes would have to be reviewed and approved by the Board.

Mike Hodder stated there is no need for such; the Board could rely on the State's review of the project. He expressed concern regarding the velocity of the outflow from the swale.

Scott Lawler stated the calculations are based on the Town's ordinance; noting the rip rap is sized appropriately to displace the velocity. He stated the sides of the driveway would be lined with stone to reduce velocity.

Brad Harriman questioned the size of the stone.

Scott Lawler stated the detail sheet includes said information and reviewed such.

Vaune Dugan questioned check dams.

Scott Lawler stated the check dams are temporary until the site is stabilized.

Vaune Dugan expressed concern regarding sheet flow down the asphalt however, noted NH DOT would review such.

John Thurston asked Mr. Lawlor if he anticipates a crown on the road.

Scott Lawler replied yes.

Based on the testimony provided the Board agreed to waive third party engineer review of the plans and cost of design of septic system and drainage associated with the project.

The Board requested the applicant submit the following information;

- Well water test results
- Information/data regarding odor of brewing process
- Review of parking regulations to ensure adequate parking and compliance
- Review lighting to ensure compliance
- Signage on Route 28
- Financial Security/cost estimate for site improvements
- Status of NH DOT and Subsurface Bureau permits
- Ilex Wetlands Consultants report
- Seek general comments from Dave Ford

The Board requested the following of Staff;

- Seek Town Counsel guidance regarding the legitimacy of restricting the volume of production

It was moved by John Thurston and seconded by Mike Hodder to continue the Lone Wolfe Brewing Company Site Plan Review application and public hearing, Case #201702, Tax Map #71-4 & 86-8, to March 7, 2017. All members voted in favor. The motion passed.

Right Gully, LLC

Agent: Jim Rines, White Mountain Survey & Engineering, Inc.

Pre-application Discussion

Tax Map #175-6

Kathy Barnard stated the applicant will be attending the March 7, 2017 meeting.

II. Public Comment

Suzanne Ryan requested the following information regarding the Master Plan survey; number of surveys completed, percentage of surveys returned, response rate and results.

Matt Sullivan stated he would provide Ms. Ryan the information.

Referencing scenic roads, Suzanne Ryan stated she has verified that the Town has fourteen designated scenic roads. She stated she has not confirmed Sewall Road as a scenic road; noting the record of designation cannot be located. She stated she hopes the Board will “beef up” the scenic road ordinance in accordance with State law and designate additional scenic roads.

Paul O’Brien asked Ms. Ryan what she would propose.

Suzanne Ryan stated the Master Plan sets forth goals (and read such); noting there is no existing criteria relative to widening of gravel scenic roads. She asked what is currently being done relative to such.

Kathy Barnard stated a scenic road workshop is being planned for May. She noted that all Master Plan planning sessions will be public.

Suzanne Ryan recommended developing a checklist for Class VI roads, addressing issuing building permits on Class VI roads and reviewing 231:158 and 231-150. She read a portion of the Natural Resources section. She asked if there would be subcommittees for the Master Plan update.

Kathy Barnard replied yes.

III. Work Session

Master Plan

Matt Sullivan reviewed his memo, dated 2/10/17, which addresses the Master Plan process; noting a kick off meeting would be scheduled in June. He noted the following chapters will be updated in Year One; Population, Economic Development, Greater Downtown, Community Facilities, Recreation and Cultural and Historical Resources. He noted the following chapters will be updated in Year Two; Vision, Housing, Transportation, Public Infrastructure and Utilities, Existing and Future Land Use and Implementation. He recommended the Board review the Portsmouth Master Plan and noted he would email the Board the link to such.

The Board requested detailed outlines be prepared for each subcommittee and bullet what each chapter would entail.

Lodging Forum

Paul O'Brien asked if the EDC voted to recommend a change to the ordinance to remove the 50-bed restriction and whether the EDC sent a letter to the Planning Board requesting such.

The Board agreed the forum would be chaired by the Planning Board and agreed to the following;

- Include Brewster Academy and Huggins Hospital
- Prepare a checklist/list of questions and/or objectives
- Place an article in the Granite State News
- Prepare a letter/invite
- Request the EDC to provide the minutes and/or letter regarding their request to change zoning relative to removing the restriction of the 50-bed limit

Spring 2017 Calendar

Matt Sullivan reviewed the following upcoming Planning Board commitments;

- March 21; Joint Planning Board/EDC meeting
- April 18; Joint Planning Board/EDC/WEDCO Lodging Forum
- June 20; Master Plan kickoff
- March/April; Wayfinding Signs Committee meeting
- March/April; Sign Ordinance review
- April/May; CIP kickoff

IV. Informational Items

The Board was provided the following information; publication "On the Seacoast, Dover is now the target for redevelopment," TRC February 1, 2017 minutes and Notices of Decision.

V. Planning Board Subcommittee Reports

None.

VI. Approval of Minutes

January 17, 2017

Corrections: Page 2, 4th paragraph, 1st line; strike "does not"
Page 2, 4th paragraph, 2nd line; change "accomplish" to "accomplishes"

It was moved by Vaune Dugan and seconded by Paul O'Brien to approve the January 17, 2017 Wolfeboro Planning Board minutes as amended. All members voted in favor. The motion passed.

VII. New/Other Business

None.

It was moved by Mike Hodder and seconded by John Thurston to adjourn the February 14, 2017 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 9:31 PM.

Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley

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

PLANNER REVIEW

DATE: February 10th, 2017
TO: Planning Board
FROM: Matt Sullivan, Director of Planning and Development

MEETING PURPOSE: Consideration of Application for Acceptance and Public Hearing

APPLICANT: Lone Wolfe Brewing Company
29 Mill St. – North Main St. – C1
Wolfeboro, NH 03894

OWNER: Timothy and Rebecca Ciasulli
P.O. Box 133
Mirror Lake, NH 03853
(letter of authorization on file)

AGENT(S): Randy Tetreault, LLS
Norway Plains Associates, Inc.
PO Box 249
Rochester, NH 03866
(letter of authorization on file)

CASE #: 2017-02

TRC DATE(S): 01/04/2017

FORMAL SUBMISSION DATE: 01/24/2017

PUBLIC HEARING DATE(S): 02/14/2017(If application is accepted as complete)

PROJECT:

- Proposed conversion of existing garage into beer brewery with limited retail sales through growler (jug) filling

PRIOR ZBA ACTION(S):

- Variance from Article 175, Section 125 to allow for 20-Barrel Brewery in 12/2015

PRIOR PB ACTION(S):

- Boundary Line Adjustment Approval in 07/1991

ZONING DISTRICT(S): Residential/Agricultural District, Wetlands Conservation Overlay District

PLAN REFERENCES:

- Plan 1.** Sheet E-1, Existing Features, Owner: Timothy D. Ciasulli and Rebecca L. Mancilla Ciasulli, P.O. Box 133, Mirror Lake, NH, Applicant: Lone Wolfe Brewery, 29 Mill St. Unit C1, Wolfeboro, New Hampshire, 03894, Project Location: 86 Haines Hill Road, Wolfeboro, NH, 03894, Tax Map 86 Lot 8 and Map 71 Lot 4, prepared by Norway Plains Associates, Inc., 2 Continental Boulevard, Rochester, NH 03867, dated January, 2017.

- Plan 2.** Sheet C-1, Overall Site Plan, Owner: Timothy D. Ciasulli and Rebecca L. Mancilla Ciasulli, P.O. Box 133, Mirror Lake, NH, Applicant: Lone Wolfe Brewery, 29 Mill St. Unit C1, Wolfeboro, New Hampshire, 03894, Project Location: 86 Haines Hill Road, Wolfeboro, NH, 03894, Tax Map 86 Lot 8 and Map 71 Lot 4, prepared by Norway Plains Associates, Inc., 2 Continental Boulevard, Rochester, NH 03867, dated January, 2017.
- Plan 3.** Sheet C-2, Site Layout Plan, Owner: Timothy D. Ciasulli and Rebecca L. Mancilla Ciasulli, P.O. Box 133, Mirror Lake, NH, Applicant: Lone Wolfe Brewery, 29 Mill St. Unit C1, Wolfeboro, New Hampshire, 03894, Project Location: 86 Haines Hill Road, Wolfeboro, NH, 03894, Tax Map 86 Lot 8 and Map 71 Lot 4, prepared by Norway Plains Associates, Inc., 2 Continental Boulevard, Rochester, NH 03867, dated January, 2017.
- Plan 4.** Sheet C-3, Grading, Drainage, Erosion & Sedimentation Control Plan, Owner: Timothy D. Ciasulli and Rebecca L. Mancilla Ciasulli, P.O. Box 133, Mirror Lake, NH, Applicant: Lone Wolfe Brewery, 29 Mill St. Unit C1, Wolfeboro, New Hampshire, 03894, Project Location: 86 Haines Hill Road, Wolfeboro, NH, 03894, Tax Map 86 Lot 8 and Map 71 Lot 4, prepared by Norway Plains Associates, Inc., 2 Continental Boulevard, Rochester, NH 03867, dated January, 2017.
- Plan 5.** Sheet C-4, Plan and Profile, Owner: Timothy D. Ciasulli and Rebecca L. Mancilla Ciasulli, P.O. Box 133, Mirror Lake, NH, Applicant: Lone Wolfe Brewery, 29 Mill St. Unit C1, Wolfeboro, New Hampshire, 03894, Project Location: 86 Haines Hill Road, Wolfeboro, NH, 03894, Tax Map 86 Lot 8 and Map 71 Lot 4, prepared by Norway Plains Associates, Inc., 2 Continental Boulevard, Rochester, NH 03867, dated January, 2017.
- Plan 6.** Sheet C-5, Drainage Details, Owner: Timothy D. Ciasulli and Rebecca L. Mancilla Ciasulli, P.O. Box 133, Mirror Lake, NH, Applicant: Lone Wolfe Brewery, 29 Mill St. Unit C1, Wolfeboro, New Hampshire, 03894, Project Location: 86 Haines Hill Road, Wolfeboro, NH, 03894, Tax Map 86 Lot 8 and Map 71 Lot 4, prepared by Norway Plains Associates, Inc., 2 Continental Boulevard, Rochester, NH 03867, dated January, 2017.
- Plan 7.** Sheet C-6, Erosion Details, Owner: Timothy D. Ciasulli and Rebecca L. Mancilla Ciasulli, P.O. Box 133, Mirror Lake, NH, Applicant: Lone Wolfe Brewery, 29 Mill St. Unit C1, Wolfeboro, New Hampshire, 03894, Project Location: 86 Haines Hill Road, Wolfeboro, NH, 03894, Tax Map 86 Lot 8 and Map 71 Lot 4, prepared by Norway Plains Associates, Inc., 2 Continental Boulevard, Rochester, NH 03867, dated January, 2017.
- Plan 8.** Sheet C-7, Construction Details, Owner: Timothy D. Ciasulli and Rebecca L. Mancilla Ciasulli, P.O. Box 133, Mirror Lake, NH, Applicant: Lone Wolfe Brewery, 29 Mill St. Unit C1, Wolfeboro, New Hampshire, 03894, Project Location: 86 Haines Hill Road, Wolfeboro, NH, 03894, Tax Map 86 Lot 8 and Map 71 Lot 4, prepared by Norway Plains Associates, Inc., 2 Continental Boulevard, Rochester, NH 03867, dated January, 2017.

GENERAL COMMENTS: The intent of this application is noted above. The applicant has been granted a variance by the ZBA to allow for the use of this property as a brewery. I would recommend the application as complete. However, two (2) State permits are required for access and wastewater disposal that could significantly alter the design of the site. Furthermore, I believe clarification is needed on several areas below. As a result, I would not recommend approval of the application, even conditionally.

The Board may wish to conduct a site walk to review the project.

All plan sheets should be adjusted to indicate the correct lot number and a date of original preparation/revision.

ACCESS: The applicant's materials state that a 20-foot wide gravel drive exists providing access to Center Street/Route 28. That gravel driveway will be paved and regraded. This access to Route 28 will require a NHDOT driveway permit. The applicant indicates that an application for the permit has been submitted and the status is pending.

The applicant has noted in the "Business Narrative" that traffic entering the site will "consist of weekly grain deliveries via tractor trailer, and bi-weekly deliveries of packaged beer going out in the brewery's delivery van.

The applicant's statement does not account for on-site growler filling. The Board may wish to consider this volume and request further details from the applicant.

In my opinion, a survey is necessary to ensure that the proposed driveway does not encroach on lot 71-4. If there is encroachment of any kind, an access easement will be necessary.

CIRCULATION AND PARKING: The application proposes fourteen (14) parking spaces, one of which is ADA compliant. Of these, two spaces are paved parking while the remaining spaces are gravel. The proposed space count complies with Section 175-139 of the Zoning Ordinance. However, parking calculations should be revised to require four (4) rather three (3) spaces for the manufacturing use. This recalculation will result in a requirement for six (6) total spaces. The application package's Business Narrative states that the "brewery will be open to the public for limited growler filling hours and product releases". Product releases may result in increased parking requirements. The Board should confirm that adequate parking is provided for temporary events.

In the interest of the ZBA Variance conditions, the Board should consider the requirement of gating between the commercial and residential property use.

Furthermore, the Board may wish to require a loading space be identified for large trucks/vans adjacent to the garage doors to be used for loading on the southern side of the building.

LANDSCAPING: The applicant states that they "are not proposing any formal landscaping around the proposed parking area." Furthermore, the "existing building/parking/access road has nature screening that will remain." The Board should confirm that proposed landscaping is compliant with Article XXV of the Wolfeboro Zoning Ordinance, Streetscape, Buffering, and Screening. The Board may wish to request additional photographs be provided from Haines Hill Road to ensure adequate screening.

The Board should consider 175-137, Landscaping, when considering whether the proposal meets the Zoning Ordinance.

DRAINAGE: The applicant has provided a drainage plan and states that the proposed drainage complies with the one (1), ten (10), and twenty-five (25) year storm event as provided for in Section 173-21, Stormwater Drainage. The applicant's engineer has performed calculations using the rational method. However, the table indicating those calculations shows a 2-year rather 1-year. This should be clarified. The proposed design will decrease storm water runoff in all storm events modeled. The applicant should address the reasoning for using a gravel driveway as a pre-development condition when the driveway is not approved and its status is not clear.

	Existing CFS	Proposed CFS
2-Year storm	4.69	4.48
10-Year storm	10.21	9.77
25-Year storm	14.97	14.34

These calculations should be cosigned or stamped by a Professional Engineer. I would request that the final drainage calculations be included in the plan set.

The applicant should provide drainage easements for stormwater along the adjacent driveway. In earlier iterations of the plan reviewed by the Technical Review Committee, an infiltration basin was proposed in the

area adjacent to the proposed riprap outlet to the southern side of the paved driveway. The need for this basin and the associated easement should be addressed by the Board.

I would recommend a review of the grading, drainage, erosion control, and sedimentation control plan, plan and profile, drainage details, and erosion details, by Tighe and Bond engineers. I will ask the Board for endorsement to seek an estimate for this review and work with the applicant to complete it.

SNOW STORAGE: The plan indicates snow storage in two (2) large areas. Therefore, the site has adequate area for snow storage in order to comply with the snow requirements of Section 175.138 of the Planning and Zoning Ordinance.

UTILITIES: The proposal is supported by a private well, and a private septic system. The application package states the "facility will continue to utilize onsite water and electrical services". "The water used for the brewing process will use a reverse osmosis filtering system to treat the water before the brewing process." Brewery wastewater treatment systems are complex as indicated in the site plan layout. Please see the application narrative for a description of the proposed two-system wastewater treatment method proposed. This system will require a permit from NHDES Subsurface Systems Bureau. The Board may wish to request a more detailed explanation of the systems operation.

LIGHTING: The application does not appear to suggest the installation of new outdoor lighting. There are currently four (4) opaque reflector and shoe box lights as shown in photos 3 and 4 in the application package. The Board should confirm that no additional lights are proposed.

NATURAL RESOURCE PROTECTION: This application proposes two (2) primary natural resource impacts: the impacts to wetlands and removal of vegetation. The removal of vegetation adjacent to the driveway apron should be noted by the Board. Relative to wetlands impacts, the applicant states "the wetlands fall under the definition of a roadside ditch". As a result, setbacks and buffers are exempt under section 175-7.C(1) of the Zoning Ordinance. The Board should request photographs showing the ditch areas to confirm their status. Please note that the plans include temporary erosion and sediment control measures. These standards should be required by the Planning Board to ensure that adequate protection is given to the down gradient area.

ZONING: The applicant was granted a Variance (Case #11-V-15) by the Zoning Board of Adjustment on 12/7/2015 from 175/125 of the Zoning Ordinance to allow for the operation of a 20-barrel brewery. The relevant conditions of that approval are:

- There will be no access to the brewery from Haines Hill Road in the event of an on-site emergency.
- All commercial access to the brewery is to be via Route 28 only and to occur between the hours of 9AM and 5PM only, Monday through Friday.
- There is to be no commercial signage on Haines Hill Road whatsoever.
- The vegetative buffer between Route 28, the brewery and parking area is to be maintained at, at least 75';
- Operations for growler filling and sales Monday through Saturday, 12PM-5PM.

Zoning information on the plan should be corrected to indicate the dimension requirements for the Residential/Agricultural District.

SOLID WASTE DISPOSAL: The applicant has proposed the installation of a 12' x 9' dumpster pad adjacent to the garage doors on the southern side of the brewery building.

FLOODPLAIN: The subject parcel is located outside of Flood Zone X (500-Year Floodplain) per FEMA map 33003C0645D.

SECURITY: The engineer for the project has not provided a cost estimate for site improvements. When received, this estimate shall represent an adequate security in compliance with Article VIII of the Wolfeboro Site Plan Review Regulations.

ARTICLE VIII, Construction Guarantee

§ 173-16. Surety required; amount; term.

The applicant shall post an acceptable financial surety prior to final sign-off of the plan approved by the Planning Board. The financial surety shall be in an amount sufficient to ensure the completion of all roads (public or private) drainage, and landscaping. The financial surety shall be effective for a period mutually agreed upon by the Planning Board and the applicant.

§ 173-17. Form.

The financial surety shall be approved as to the form and type by the Board. The Town will accept cash, pass book savings in the Town's name, letter of credit, or a construction surety bond. At its discretion, the Planning Board may require approval of the construction guarantee by the Town Attorney. A sample construction guarantee contract is included as Attachment 5.

SIGNAGE: The applicant has proposed two signs that are considered non-commercial in the context of the sign ordinance. One R1-1 "Stop" sign and one R7-8a handicap parking sign. The applicant has not included any commercial signage. The Board should seek clarification from the applicant on this matter in order to determine compliance with the Sign Ordinance.

DESIGN REVIEW: No building construction is proposed and therefore it is my opinion that these guidelines are not applicable. It should be noted that the Voluntary Design Review Guidelines Regulations are outlined as a requirement of § 173-19 of the Site Plan Review Regulations. This section is provided below for your reference.

§ 173-19. General requirements.

Design review guidelines.

Compliance with the Town of Wolfeboro Design Guidelines is a voluntary component of the site review. These guidelines do not replace current zoning, subdivision, or site review regulations that exist primarily to protect public health and safety. They are intended to enhance existing regulations and should be used as a tool to address the important visual and design aspects of your residential and commercial building and renovation projects. Those who are required to participate in the site review process are required to meet with the Town Planner to review these guidelines.

Although compliance with the guidelines is strongly encouraged, it is not mandatory. If, after meeting with the Town Planner, the applicant decides that he or she does not wish to participate further in the process, the applicant will be asked to provide the Planner with a written rationale for his decision.

OTHER: None.

PLANNER RECOMMENDATIONS:

Acceptance

The application is complete and ready for consideration by the Planning Board.

Approval

I would recommend the application be continued to a date certain to allow the applicant to address the issues noted in this Planner Review. Please see general comments for more on recommended approval/denial actions.

Respectfully submitted,



Matt Sullivan
Director of Planning and Development