

**TOWN OF WOLFEBORO
PLANNING BOARD
April 4, 2017
MINUTES**

Members Present: Kathy Barnard, Chairman, Mike Hodder, John Thurston, Vaune Dugan, Paul O'Brien, Members, Dave Alessandroni, Alternate.

Members Absent: Brad Harriman, Selectmen's Representative, Peter Goodwin, Member.

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.

Chairman Barnard appointed Dave Alessandroni, Alternate, to sit in for Peter Goodwin, Member.

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 the application and public hearing was continued from 2/7/17.

Randy Tetreault stated the applicant has received NHDOT approval for access from Route 28 however, has not yet received approval from the Subsurface Bureau for the septic system however, anticipates an approval within two weeks. Referencing the latter, he stated the pump system is sized at the maximum allowed by the ZBA Variance however, currently the applicant will only operate at half of the maximum capacity. With regard to the gating of the site separating the residential use from the commercial use, he stated the applicant proposes a business sign at the entrance off Route 28 and if necessary, would propose a "No Entry" sign either on the property between the residential and commercial use or at the entrance to the residence on Haines Hill Road.

Mike Hodder stated a commercial sign located on Haines Hill Road violates the ZBA conditions. He questioned whether the business address would be off of Route 28.

Randy Tetreault stated the Eg11 address will reflect access from Route 28 for the commercial use.

Mike Hodder stated he doesn't believe gating the property is necessary.

Randy Tetreault stated the parking calculations have been revised from three to four spaces for the manufacturing use (total parking spaces being 6). He noted the plan depicts a total of fourteen spaces with one designated in compliance with ADA requirements. He stated three trees with a minimum height of 5' have been added to the edge of the gravel overflow parking and the drainage summary calculation table has been added to the plan set. He stated a proposed easement has been added to the plans for access and drainage on TM #86-8 (Plan Note #9); noting that an affidavit could also be recorded so that such would be discovered if the land is ever conveyed. He stated the proposed signs have been designed to adhere to the Sign Ordinance and will be located off Route 28 and two additional small signs will be located at the existing residential driveway directing any business traffic to the Route 28 entrance. He stated there are four existing spot lights that will be converted into motion sensor lights to be used for security and will only illuminate a small area adjacent to the building and the ZBA Variance case number has been referenced on Sheets C1 and C2 of the plan set. Referencing well water test results and well capacity table, he stated the well was tested on 3/3/17 for chemistry and draw-down; noting

the well output has the capacity to supply a 2,000 gallon production or, forty barrels per week. He stated on brewing days, that calculation equates to 3,200 gallons per day (5-6 gallons/minute for a daily brew, twice a week (maximum volume) of 3,200 gallons/day). He stated the well test results indicated a 7 ½ gallon flow with no appreciable draw down; noting the septic system has been designed for a maximum flow of 4,000 gallons/day. With regard to concerns of odor of the brewing process, he stated there will be no odor detected within 200' of the building.

Mike Hodder requested the easement or affidavit be reviewed and approved by Town Counsel.

Matt Sullivan questioned the potential need for a loading zone.

Scott Lawler stated the loading zone area is located on the side of the building; noting such would be utilized for 20-30 minutes twice per week.

Randy Tetreault stated a note could be added to the plan regarding such.

Mike Siebert, NJS Engineering, distributed and reviewed the design of the septic system; noting two 1500 SF leach fields are proposed (size based on soils, flow and infiltration rates) with a flow of 2500 gallons/day. He noted there is additional distance between the tanks to allow for expansion of the system. He reviewed the aeration system and noted 3 settling tanks are proposed (only 2 are needed).

Vaune Dugan requested the applicant speak to the existing septic system.

Mike Siebert stated there is an existing leach field (chamber system) that serves the sinks and bathroom and the new septic system will serve the brewery waste.

Vaune Dugan asked if there is a septic system for the residence.

Mike Siebert replied yes.

Vaune Dugan questioned the existence of a floor drain.

Mike Siebert stated the floor drain collects wastewater and deposits into the tanks.

John Thurston questioned whether there is a maintenance plan for the tanks.

Mike Siebert replied yes, the State requires the submittal of a maintenance agreement; noting the tanks are required to be inspected and tested annually.

John Thurston questioned the type of soils on site.

Mike Siebert replied very fine sandy loam. He noted the site has a high water table therefore, the fields will be built up.

Referencing odor, John Thurston questioned whether a vent system would be installed.

Mike Siebert stated a vent system would be installed and noted the Brewery is too small to generate odors from the fermentation system. He stated the odors would dissipate just outside the footprint of the building. He stated there could be an odor from the septic system which is typical of a pump system however, if such becomes an issue a carbon filter could be installed.

John Thurston questioned the life span of the system.

Mike Siebert replied 15 years depending upon the use of the system.

Mike Hodder stated the applicant should be made aware that the Board is concerned for odor and to be prepared to install a carbon filter if the odor becomes an issue.

Kathy Barnard verified the applicant is addressing the project in its entirety and not in phases.

Gordon Lang, North Wolfeboro resident and Vice-President of the North Wolfeboro Area Association (NWAA), questioned whether a Variance has been granted for the commercial use; expressing concern for such.

Matt Sullivan replied yes and read the relevant conditions associated with such.

Gordon Lang asked why a commercial use would be allowed when the area is not zoned for such.

Kathy Barnard stated the applicant submitted an application to the ZBA and the ZBA determined that the application met the criteria for a Variance and therefore, granted such.

Gordon Lang questioned whether the NWAA was informed of the application.

Kathy Barnard stated the abutters were notified and a notice was published in the Granite State News.

Laura Roberts, 94 Center Street, requested further explanation regarding the water testing and impact on abutting properties.

Mike Siebert stated the well is located on the northeasterly side of the building, is 322' deep and tested a yield of 7 gallons/minute. He stated the brewery would operate at a maximum of 4 gallons/minute; noting there was a zero drawdown at 7 gallons/minute.

Paul O'Brien confirmed that the drawdown of the well would not impact the abutters.

Matt Sullivan reviewed the following conditions of approval;

1. The following plans, as amended to the date of this approval, are adopted by reference as part of this approval;

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.

2. The applicant shall enter into a Construction Observation Agreement with the Town's consulting engineer for site work. The cost shall be borne by the applicant.
3. The applicant shall submit a check for recording fees in the amount of \$24.50 made payable to Carroll County Registry of Deeds.
4. The applicant's engineer shall submit a letter certifying compliance with the American's With Disabilities Act.
5. The following permits and or approvals, and any conditions attached thereto, are adopted by reference to this approval:
 - a. NH DOT Driveway Permit
 - b. NH DES Subsurface Systems
 - c. Town of Wolfeboro Variance, Case #11-V-15
6. A financial security based on the total cost of the site improvements, plus 10% be provided. The financial security shall be reviewed by the Town or its designee.
7. 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.
8. All proposed easements to be reviewed and approved by the Town's attorney, the cost of which to be borne by the applicant.
9. The applicant shall add a loading zone note on the plan.
10. No commercial signage shall be placed on Haines Hill Road.

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

It was moved by Mike Hodder and seconded by Paul O'Brien to approve the Lone Wolfe Brewing Company Site Plan Review application, Case #201702, Tax Map #71-4 & 86-8, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

William A. Deyesso

Agent: Randolph Tetreault, Norway Plains Associates, Inc.

Boundary Line Adjustment

Case #2017-10

Tax Map #35-10, 35-13

Randy Tetreault stated the proposal includes the transfer of 17.20 acres from TM #35-10 (final acreage being 7.78 acres) to TM #35-13 (final acreage being 31.05). He stated both lots are serviced by on-site wells and septic systems and access to Trask Mountain Road would remain the same with no change to road frontage. He noted both lots exceed the minimum frontage requirements of 400'. He requested the following waivers; Section 174-7.D.4 & 6, 174-9.A.1 & 2.a-f and 174-9.B.1-3; noting the lots are existing developed lots of record with no additional development being proposed. In addition, he stated there are no variances or special use permits associated with the proposal.

Matt Sullivan noted the application is complete.

It was moved by Mike Hodder and seconded by Paul O'Brien to grant the following waivers; Sections 174-7.D.4 & 6, 174-9.A.1&2.a-f and 174-9.B.1-3. All members voted in favor. The motion passed.

It was moved by Mike Hodder and seconded by Paul O'Brien to accept the application as complete. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

Matt Sullivan reviewed the following recommended conditions of approval;

1. The following plans, as amended to the date of this approval, are adopted by reference as part of this approval:
Plan 1. Sheet 1, Boundary Line Adjustment Plan, Owner: William A. Deyesso, PO Box 190, Norwell, MA, Project Location: 34 and 44 Trask Mountain Road, Wolfeboro, NH, 03894, Tax Map 35 Lot 10 and Tax Map 35 Lot 13, prepared by Norway Plains Associates, Inc., P.O. Box 249, Rochester, NH 03866, dated January 2017.
Plan 2. Sheet 2, Boundary Line Adjustment Plan, Owner: William A. Deyesso, PO Box 190, Norwell, MA, Project Location: 34 and 44 Trask Mountain Road, Wolfeboro, NH, 03894, Tax Map 35 Lot 10 and Tax Map 35 Lot 13, prepared by Norway Plains Associates, Inc., P.O. Box 249, Rochester, NH 03866, dated January 2017.
Plan 3. Sheet 3, Boundary Line Adjustment Plan, Owner: William A. Deyesso, PO Box 190, Norwell, MA, Project Location: 34 and 44 Trask Mountain Road, Wolfeboro, NH, 03894, Tax Map 35 Lot 10 and Tax Map 35 Lot 13, prepared by Norway Plains Associates, Inc., P.O. Box 249, Rochester, NH 03866, dated January 2017.
2. The applicant shall be responsible for monumentation and the submittal of the Certificate of Monumentation and updated plans.
3. The applicant shall submit the mylar plan for recording at the Carroll County Registry of Deeds.
4. Payment of all recording fees.
5. 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 questions or comments, Chairman Barnard closed the public hearing.

It was moved by Mike Hodder and seconded by Vaune Dugan approve the William A. Deyesso Boundary Line Adjustment application, Case #2017-10, Tax Map #35-10 and 35-13, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

**P&D Zimmerman Family Limited Partnership
Agent: Jeff Lewis, NorthPoint Engineering
Special Use Permit, Case #2017-07
Site Plan Review ~ Multi-family Housing, Case #2017-08
Tax Map #218-17**

Kathy Barnard verified the Special Use Permit application is incomplete.

Matt Sullivan stated the Special Use Permit plans submitted are inconsistent with the Site Plan Review plans; noting the Conservation Commission's review is based on the Special Use Permit plans. He stated the Commission reviewed the plans that were originally submitted with the application however, the applicant submitted revised plans and did not forward such to the Commission for their review. He recommended a second review by the Commission of the revised plans.

Kathy Barnard confirmed that because of such, it affects the Board's ability to act on the Special Use Permit application.

Vaune Dugan informed the Board that she worked on an addition to the applicant's house years ago and was solicited for clarification on building height. She stated that despite such, she does not feel she is compromised to sit on the application.

Carl Shannon stated his property is in the middle of Mr. Zimmerman's development; noting his property has received a lot of water since the storage buildings were constructed.

Kathy Barnard asked Mr. Shannon if he has any objections to Vaune Dugan sitting on the application.

Carl Shannon replied no.

Jim Roulliard stated he objects to Ms. Dugan sitting on the application.

Vaune Dugan stated she designed the addition to the applicant's house in Tuftonboro and feels she has been completely objective.

Matt Sullivan expressed concern that Ms. Dugan was contacted regarding the height ordinance.

Mike Hodder and Paul O'Brien both stated they are not concerned for such.

The Board agreed that Vaune Dugan would sit on the P&D Zimmerman Family Limited Partnership Special Use Permit and Site Plan Review applications.

It was moved by Vaune Dugan and seconded by Mike Hodder to continue the P&D Zimmerman Family Limited Partnership Special Use Permit application, Case #2017-07, Tax Map #218-17, to May 2, 2017. Kathy Barnard, Vaune Dugan, John Thurston, Mike Hodder, Dave Alessandroni voted in favor. Paul O'Brien abstained. The motion passed.

Matt Sullivan recommended the application for the Site Plan Review be accepted as complete and open the public hearing to allow for public comment prior to the continuance of the application.

Chairman Barnard opened the public hearing.

Jeff Lewis, NorthPoint Engineering, apologized for the incomplete Special Use Permit application and distributed the architectural renderings of the project. He stated the proposal includes the development of the area (removal of existing 2-story office building) adjacent to Pine Street using the existing driveway access off Pine Street and construct a six unit multi-family housing. He stated the paved parking spaces directly adjacent to and behind the building will be removed (resulting in the reduction of impervious surface). He stated the units would consist of living space on the second and third floors with a garage located under the units; noting the end units consist of two bedrooms and the middle units consist of one bedroom. He stated a maintenance shed would be located at the north end of the units. He stated lighting, erosion control, drainage and landscaping plans have been submitted; noting a net reduction of impervious surface from the site as a result of the elimination of parking spaces. He stated the applicant originally proposed a walkway and decks to the rear of the building however, such has been removed and is now proposed to be a grass area. He stated there would be no parking in front of the units; noting secondary parking is available in the plaza parking lot. Referencing drainage, he stated the current drainage patterns are primarily overland sheet flow to the north. He stated the existing runoff flows to the north and onto the shopping center parking lot where it is intercepted by a closed drainage system within the parking lot. He stated the drainage patterns will remain similar for the proposed development; noting the site improvements have been designed such that there is not any increase in impervious surface area on the site or within the subject development area. He stated a bio-retention area is proposed which will provide a level of stormwater treatment that doesn't presently exist on the property. He stated the proposed site improvements are located on land that has previously been disturbed; noting the existing shopping plaza encroaches into the wetland buffers and setbacks with very little existing natural buffer adjacent to the west side of the wetland complex. He stated the proposal will disturb 2,330 SF of land within the

25' wetland buffer; noting 982 SF of the proposed building will encroach into the wetland setback and 1,750 SF of existing paved parking area will be removed from within the parking lot setback and replaced with a new bio-retention swale.

John Thurston questioned the net reduction.

Jeff Lewis reviewed Sheet 5, Removals Plan; noting a net reduction in impervious area which is an improvement to the existing conditions.

Kathy Barnard expressed concern regarding the existing conditions plan and stated the roadway should be included in the calculations.

Jeff Lewis stated the self-storage final plans, amendments and roadway are included in the calculations.

Paul O'Brien questioned the location of the dumpster.

Jeff Lewis replied outside the liquor store at the end of the building.

Matt Sullivan expressed the following concerns; access, potential conflicts with visitor parking, security lighting for visitor parking, access/location to the dumpster, changes to onsite drainage and traffic circulation patterns. He stated the Board has not received the Town's consulting engineer's review and recommended continuation of the application and public hearing to 5/2/17. He noted the location of the underground propane tank should be shown on the plan.

It was moved by Mike Hodder and seconded by John Thurston to accept the P & D Zimmerman Family Limited Partnership Site Plan Review application as complete; noting all the required documents to consider application completeness have been submitted. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

Carl Shannon, Pine Street, expressed concern for congestion on site and water runoff; noting all the water from the storage buildings goes onto his property. He stated he has had to dig two ditches to redirect the water into the wetlands.

Carl Brockney, 19 Pine Street, noted opposition to the proposal and stated the area floods all the time and he has to run his sump pump twenty-four hours/day. He stated congestion at the Pine Street access is at maximum right now. He stated Pine Street is very narrow and noted the existing house (building to be razed) is so close to the street and has been hit twice. He expressed concern regarding water, sewer, pedestrian safety and traffic.

Mike Hodder questioned the condition of the area between the units and the dumpster.

Jeff Lewis replied pavement.

Mike Hodder confirmed that residents would be walking across an active parking area with traffic flowing in different directions.

Paul O'Brien stated concern for safety is legitimate and expressed concern regarding the distance from the units to the dumpster.

Vaune Dugan questioned whether on-site litter storage is required.

Matt Sullivan replied yes.

Jeff Lewis stated he would correct the number of lights on the plan. He reviewed the location of the existing wetlands; noting a Special Use Permit is required due to the development being adjacent to poorly drained soils. He recommended the Board visit the site and noted the Conservation Commission reviewed the site plan that included a walkway and deck area to the rear of the units (which are no longer proposed).

John Thurston questioned whether a berm is proposed.

Jeff Lewis stated a slope is proposed; noting the buildings are stepped (1' step between each unit).

Matt Sullivan questioned whether curbing is proposed around the 1' deep drainage berm located at the end of the units.

Jeff Lewis replied no.

Mike Hodder questioned the location of the visitor parking.

Jeff Lewis stated visitors will park in the plaza parking lot.

Mike Hodder stated such is a life and safety issue given the tightness of the access and noted the applicant has not conducted traffic counts.

John Thurston asked how the building footprint compares to the footprint of the existing structure.

Jeff Lewis stated the existing building is 1' closer to Pine Street. He stated he needs to confirm the width of the existing driveway and noted the proposal is relatively consistent. He stated there is no parking in front of the units.

Matt Sullivan noted the following outstanding items; depict location of underground propane tank on the plan, review by Conservation Commission of revised plans, Tighe & Bond's review and traffic and circulation regarding access from Pine Street.

The Board discussed the existing water and sewer systems located on site and requested a memo from Dave Ford explaining such and providing additional information on the proposed project on Center Street.

Denise Williams, 30 Pine Street, confirmed the Town intends to upgrade the water and sewer and questioned the location of the dumpster.

Jeff Lewis stated the dumpster is located next to the liquor store.

Denise Williams stated she supported Mr. Zimmerman's self-storage building project however, is discouraged because Mr. Zimmerman cut tight into the slope at her boundary line; noting she is unsure if the issue has been resolved with the Town.

Angela Pruitt, representing Paul Zimmerman, noted the apartment units require a dumpster be provided on a commercial mixed use site. Referencing the roadway (entrance off Pine Street), she stated that such is a private entrance into the plaza however, an option could be to change the entrance to one-way.

Paul O'Brien questioned the plan for drainage improvements for Pine Street. Referencing Mr. Shannon's statements that he has had to dig ditches in order to mitigate the runoff from the construction of the self-storage units. As such, he questioned if there was a defect in the construction of the site that may have been missed during the inspection process.

John Thurston stated the water runoff from the roofs off the back side of the building needs to be mitigated.

The Board noted the following concerns and requested the applicant address such;

- Location of dumpster
- Parking/turning radius in front of the units
- Signage
- Tighe & Bond's engineering review
- Conservation Commission review
- Depict location of underground propane tank
- Memo from Dave Ford regarding Center Street project and drainage on/from Pine Street
- Access (legal issues)
- Traffic and circulation (Pine Street)

It was moved by Vaune Dugan and seconded by John Thurston to continue the P&D Zimmerman Family Limited Partnership Site Plan Review application and public hearing, Case #2017-08, Tax Map #218-17, to May 2, 2017. All members voted in favor. The motion passed.

Nicastro Family Properties, LLC/Pegleg Realty, LLC
Agents: Jeff Lewis, NorthPoint Engineering & Randy Walker
Site Plan Review ~ Auto Repair & Sales
Case #2017-10
Tax Map #148-10

Jeff Lewis stated his client is purchasing the property from Alex Hunt; noting the applicant proposes small engine repairs and automotive sales. He stated there are no proposed improvements or change in physical use of the site. He stated a small area of the site would be used for display of vehicles for sale; noting the area was previously represented as a storage area on the site plan (Hunt/Bradley's Hardware site plan). He stated the ZBA granted approval for a variance for the site.

Mike Hodder questioned the location of snow storage.

Jeff Lewis stated such is in the location identified on the prior approved site plan.

Mike Hodder questioned the location for solid waste.

Jeff Lewis replied such would be located inside the building.

Mike Hodder confirmed that a dumpster is not proposed.

Matt Sullivan stated the parking is adequate for the use of the building. He noted the floor plan included in the application does not delineate a dedicated area for small engine sales. He questioned the location of use and disposal of hazardous waste.

Paul O'Brien noted the Board did not have an issue with the outdoor display of tractors for the previous applicant and noted snow storage was addressed in the previous approval.

Kathy Barnard confirmed that an easement to access the site from the Albee property exists.

Matt Sullivan questioned signage.

Randy Walker stated the applicant is proposing a sign on the face of the building. He noted the proposed parking is compliant with the regulations, the outdoor display area does not impede access and an outside contractor would remove fluids/hazardous waste from the site.

It was moved by Paul O'Brien 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.

Roger Murray III, Lake Wentworth Watershed Association, expressed concern regarding snow storage and pushing the snow to the back of the lot into the stormwater treatment area and damaging such.

Paul O'Brien questioned whether the area Mr. Murray is speaking to is seeded or gravel.

Alex Hunt replied seeded.

Paul O'Brien stated the Board approved the plan for the previous applicant (Bradley's Hardware).

Roger Murray stated snow storage was not addressed on the prior plan.

Matt Sullivan stated the plan depicts a chain link fence and questioned such.

Alex Hunt stated the fence does not exist and noted such was removed to install/construct the drainage swale.

Matt Sullivan reviewed the following recommended conditions of approval;

1. The following plans, as amended to the date of this approval, are adopted by reference as part of this approval;
Plan 1. Sheet 1 of 1, Change of Use Site Plan, Nicastro Automotive Repair & Sales, Applicant: Nicastro Family Properties, LLC, Owner: Pegleg Realty, LLC, 486 Center Street, Wolfeboro, New Hampshire, Tax Map 148 Lot 10, prepared by Jeff Lewis, PE, Northpoint Engineering, LLC, Dated March 29th, 2017.
Plan 2. Sheet 1 of 2, Floor Plan, Nicastro Automotive Repair & Sales, Applicant: Nicastro Family Properties, LLC, Owner: Pegleg Realty, LLC, 486 Center Street, Wolfeboro, New Hampshire, Tax Map 148 Lot 10, prepared by Jeff Lewis, PE, Northpoint Engineering, LLC, Dated March 28th, 2017.
2. No modification to the exterior of the building shall be permitted in conjunction with this use, excluding the outdoor display area as indicated on the plan.
3. The applicant shall submit a check for recording fees in the amount of \$16.50 made payable to Carroll County Registry of Deeds.
4. All Federal, State and local permits to be received by the Town of Wolfeboro.
5. Zoning Board of Adjustment approval 03-V-17, dated March 6, 2017, and any conditions attached thereto shall be adopted by reference.
6. The applicant shall remove the chain link fence from the plan.
7. The applicant shall add a note on the plan addressing the storage and disposal of hazardous waste.
8. The applicant shall add a Flood Plain note to the plan.
9. The applicant shall depict the location of snow storage on the plan.
10. The applicant shall revise the floor plan to depict its current use, "Small engine repair and sales".
11. 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 Mike Hodder and seconded by Paul O'Brien to approve the Nicastro Family Properties, LLC Site Plan Review application, Case #2017-09, Tax Map #148-10, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

II. **Public Comment**

None.

III. **Action Items**

Planning Board Restructuring

- **Appointment of Chairman and Vice-Chairman**

It was moved by Vaune Dugan and seconded by Mike Hodder to appoint Kathy Barnard as Chairman of the Wolfeboro Planning Board. All members voted in favor. The motion passed.

It was moved by Kathy Barnard and seconded by Mike Hodder to appoint Vaune Dugan as Vice-Chairman of the Wolfeboro Planning Board. All members voted in favor. The motion passed.

Paul O'Brien requested the Board consider rotating the chairman and vice-chairman duties, similar to the BOS' current practice; noting the importance of each member of the Board to experience the duties of such.

- **Appointment of Alternate**

Dave Alessandrini submitted a request for appointment as Alternate to the Board for a three year term.

It was moved by Paul O'Brien and seconded John Thurston to appoint Dave Alessandrini as an Alternate to the Wolfeboro Planning Board. All members voted in favor. The motion passed.

- **Appointment of TRC Planning Board Representatives**

Kathy Barnard and Paul O'Brien volunteered to serve as Planning Board Representatives to the Technical Review Committee.

- **Appointment of CIP Committee Planning Board Representatives**

Kathy Barnard, Mike Hodder and Paul O'Brien volunteered to serve as Planning Board Representatives to the CIP Committee.

- **Appointment of Wayfinding Signs Committee Planning Board Representatives**

Kathy Barnard and John Thurston volunteered to serve as Planning Board Representatives to the Wayfinding Signs Committee.

Kathy Barnard stated she would ask Peter Goodwin if he is interested in serving on the Committee.

- **Appointment of Architectural Design Standards Planning Board Representatives**

Kathy Barnard, Vaune Dugan and John Thurston volunteered to serve as Planning Board Representatives to the Architectural Design Standards Committee; noting Maggie Stier will serve as a member to the Committee.

IV. **Work Session**

Lodging Forum

The Board tabled such to April 11, 2017.

Master Plan Update

The Board tabled such to April 11, 2017.

V. Informational Items

The Board was provided the following information; Greg Cantwell ZBA Appeal, TRC 3/8/17 minutes and Notices of Decision.

VI. Planning Board Subcommittee Reports

None.

VII. Approval of Minutes

March 21, 2017

Corrections: Page 2, 4th paragraph; insert “current” prior to “specifics” & insert “top 10” prior to “issues”
Page 2, 10th paragraph; change “no” to “on”

It was moved by Mike Hodder and seconded by John Thurston to approve the March 21, 2017 Wolfeboro Planning Board minutes as amended. All members voted in favor. The motion passed.

VIII. New/Other Business

N/A

It was moved by Mike Hodder and seconded by John Thurston to adjourn the April 4, 2017 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 9:47 PM.

Respectfully Submitted,

Lee Ann Hendrickson

Lee Ann Hendrickson

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