

Memorandum

Date: January 2016

To: David Owen – Town Manager

From: Robert Houseman – Director of Planning & Development

RE: Monthly Report - January

The Planning and Development Department activities include the following:

- Approved 2 Shoreland Impact permits.
 1. Patrice Bisson & James Hughes – 40 Red Brook Circle
 2. Peter Webster – 216 Sewall Road
- Prepared following Planning Board Packets:
 - January 5, 2016 Work Session:
 - Lot Merger – William & Shawna Ortisi – Tax Map 268-41 & 42
 - Wetlands Ordinance; Joint Meeting with Conservation Commission
 - SB 146; Accessory Dwelling Units
 - Planning Board Warrant Articles
 - Work Session of January 19, 2016:
 - 2016 Work Program
 - Master Plan Survey; RFP
 - Inns; Architectural Design Guidelines
- Prepared following Zoning Board of Adjustment Packet:
 - January 4, 2016
 - 94 Center Street, LLC – 94 Center St.- Variance Article 175, Section 114 – Construction of second means of egress; decks & stairs
- Chaired Technical Review Committee Meetings on
 - January 6, 2016 Non-Binding Meeting
 - Church of Latter Day Saints – Church chapel expansion
 - Cynthia Corcoran & Diamond Finance – Boundary Line Adjustment
 - January 13, 2016 Non-Binding Meeting

- Daniel & Lucy Lambert – Special Use Permit
- Wolfboro Camp School – Site Plan Amendment

- Attended the meetings for
 - EDC
 - Wayfinding Signs
 - Department Head
 - Chamber of Commerce
 - Lake Region Planning Commission
 - Friends of Town Hall

- Assisted Zoning Enforcement on Case Review and zoning interpretation.
- Met with individuals and assisted with zoning questions and application process
- Continued Maintenance of the GIS including trouble shoot data layer problems and boundary discrepancies.

Attached please find the monthly report for building and Zoning enforcement.

BUILDING DEPARTMENT PERMIT SUMMARY JANUARY 2016

	January	Total	Total Fee	Total Value	January 2015			2015 Year to Date	2016 Year to Date
					Totals	Total Fees	Total Values		
CB Commercial Buildings					0	\$0.00	\$0.00		
CR Commercial Renovations	1	25.00	3,250.00	2	\$50.00	\$0,300.00	\$50.00	1	
CNP Commercial Renewal Permit				0	\$0.00	\$0.00	\$0.00		
BR Single Family Dwellings				0	\$0.00	\$0.00	\$0.00		
RB Renovations	11	1,050.92	256,200.00	2	\$380.00	\$95,000.00	\$380.00	11	
AD Additions	1	89.60	22,400.00	1	\$200.00	\$50,000.00	\$200.00	1	
BA Garages/Accessory Buildings	1	121.60	100,000.00	1	\$44.00	\$11,000.00	\$44.00	1	
BD Decks				0			\$0.00		
BS Sheds				0			\$0.00		
FO Foundation Only				0			\$0.00		
RR Reroofing				0			\$0.00		
RP Renew Permits	2	50.00		0	\$0.00	\$0.00	\$0.00	2	
R Razed - Building				0	\$0.00	\$0.00	\$0.00		
P Pools				0			\$0.00		
AE Alternate Egreary				0	\$0.00	\$0.00	\$0.00		
BM Misc Building Permit	2	25.00	4,000.00	1	\$25.00	\$900.00	\$25.00	2	
CU Condominium Units				0			\$0.00		
S Sign Permits	1	25.00		0			\$0.00	1	
COO Change of Occupancy	2			1			\$0.00	2	
CCO Commercial CO	2			1			\$0.00	2	
CO Certificate of Occupancy	11			4			\$0.00	11	
T Tent Permits				2			\$0.00		
TS Temporary Sign	1			0			\$0.00	1	
TOTALS	35	1,387.12	385,850.00	15	\$699.00	\$167,200.00	\$699.00	35	
E Electric Permits	12	300.00		16	\$400.00		\$400.00	12	
G Gas Permits	8	120.00		12	\$165.00		\$165.00	8	
P Plumbing Permits	4	100.00		4	\$105.00		\$105.00	4	
TOTALS	24	520.00		32	\$670.00		\$670.00	24	
Inspections Completed	67			43				67	
Zoning Violation Letters	87			11				87	
Zoning Inspections Complete	2			3				2	

