

**TOWN OF WOLFEBORO  
TECHNICAL REVIEW COMMITTEE  
February 1, 2017  
MINUTES**

**Members Present:** Dave O'Brien, Code Enforcement Officer, Tom Zotti, Wolfeboro Fire Department, Barry Muccio, Municipal Electric Department, David Ford, Public Works Department, Mark Livie, Wolfeboro Police Department.

**Planning Board Representative Absent:** Kathy Barnard, Chairman.

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

*Chairman Barnard opened the meeting at 9:35 AM.*

**Candice Bellinger**  
**Minor Site Plan Review ~ Home Occupation**  
**41 Pine Street**  
**Case #201701**  
**TM #218-82**

Matt Sullivan stated the applicant proposes to convert 240 SF of existing residential space to commercial space (music studio for professional music lessons). He stated the applicant should confirm that the proposed activity will not produce noise, odor, traffic or other nuisances perceptible from the lot line at a higher level than is usual in a residential neighborhood during the proposed hours of operation. He stated the proposed use requires four parking spaces; noting there are two parking spaces for the residential use and two spaces for the home occupation use.

Candice Bellinger stated she is proposing a 240 SF (20x20/13.4% of the finished SF of the house) music studio to provide professional music lessons (piano, flute, clarinet, saxophone, voice and percussion lessons) at her residence located at 41 Pine Street. She noted the driveway allows for several cars to be parked at a time with room to back out and turn around in addition to an existing two car garage. She stated the students would perform for the local community several times a year including dress rehearsals at local retirement communities. She noted the following hours of operation; Wednesday – Friday 10am-3pm and Saturdays, as needed, from 10am-3pm. She stated the lessons would include one student at a time with 15 minutes scheduled between each lesson. She stated that she is proposing a sign be placed in front of the house, "Wolfeboro Academy of Music".

**It was moved by Dave Ford and seconded by Tom Zotti to accept the application as complete. All members voted in favor. The motion passed.**

Dave Ford stated the site plan states "sign to be placed 5' from the road". He requested the plan be revised to reflect "sign to be placed 5' from the sidewalk" for snow removal and sight distance purposes.

Tom Zotti stated he does not believe noise will be an issue and noted the Town's code relates to noise associated with construction.

Mark Livie verified the existence of off-site parking.

*Matt Sullivan opened the public hearing.*

*There being no questions or comments, Matt Sullivan closed the public hearing.*

Matt Sullivan reviewed the following recommended conditions of approval;

1. Application to be corrected to indicate correct zoning district.
2. No modification shall be permitted to the exterior of the building or to the site shall be permitted in conjunction with this use, including outdoor storage, display or sale of materials.
3. No onsite retail sales are permitted.
4. Review and approval of the business shall be in compliance with the NH Fire Code and Town Building Codes.
5. All signage shall conform to the Wolfeboro Sign Ordinance.
6. All on site activities shall conform to the noise provisions of Section 100.5 of the Code of the Town of Wolfeboro.
7. The Applicant shall revise the plan to reflect the following language; "Sign to be placed 5 feet from the sidewalk."
8. Payment of all recording fees.

**It was moved by Dave Ford and seconded by Dave O'Brien to approve the Candice Bellinger Minor Site Plan Review application, Case #201701, subject to the recommended conditions of approval. All members voted in favor. The motion passed.**

*There being no further business before the Committee, the meeting adjourned at 9:40 AM.*

Respectfully Submitted,

*Lee Ann Keathley*

Lee Ann Keathley