

**TOWN OF WOLFEBORO
PLANNING BOARD
April 16, 2019
MINUTES**

Members Present: Kathy Barnard, Chairman, Vaune Dugan, Vice-Chairman, Brad Harriman, Selectmen's Representative John Thurston, Peter Goodwin, Susan Repplier, Member.

Members Absent: Mike Hodder, Member, Dave Alessandroni, Alternate.

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

Chairman Barnard opened the meeting at 7:00 PM at the Wolfeboro Town Hall Great Hall.

I. Introduction of Board Members

Chairman Barnard introduced the members of the Planning Board and Staff.

II. Scheduled Appointments / Public Hearings / Public Forum

Sky Ridge Farm Condominium Association

Agent: Dan Coons, C.W.S.

Special Use Permit

Tax Map #188-063, Case #2019-08

Kathy Barnard noted the application was continued from April 2, 2019.

Referencing 175-5 and 175-7, Dan Coons stated the following;

175-5.A.; proposed garage will have no attributable flooding, there will be no diminution

175-5.B.; no flooding will be caused by the proposed project

175-5.C.; no diminution or not applicable

175-5.D.; not applicable

175-5.E.; N/A

175-5.F.; no discernable impact

175-5.G.; no discernable impact

175-7.A.(2); front yard of condominium building, next to the historic barn structure

Referencing the concern regarding impact to the Winter Harbor watershed, Dan Coons stated the project does not fall within the watershed and depicted such on a map. He reviewed the overall impervious surfaces; noting the lot size is 167,000 SF and of that there is 27,000 SF of wetlands and 32,000 SF of impervious surface. He stated the proposed garages would add 224 SF of impervious surface. He stated 100 SF of temporary impacts are proposed and are noted on the plan. He stated the construction sequence notes are noted on the plan and regarding snow storage, such will be stored in the upland area to the south of the paved turnaround; noting the location is further away from the wetlands and further than the current practice for snow storage. He stated native shrubs would be planted between the garage and the wetland to provide additional protection to the wetland.

Vaune Dugan questioned the footprint of the structure.

Dan Coons replied 23'x25'.

Vaune Dugan confirmed the structure is 23' across the front and includes the drip edge. She asked if the ridgeline is front to back.

Dan Coons replied no, side to side.

Vaune Dugan asked if the infiltration trench is located on the back side.

Dan Coons replied yes.

John Thurston requested a description of the infiltration trench at the front entrance of the garage.

Dan Coons stated such is 12" deep by 2' wide trench with erosion control stone with a sand filter underneath.

John Thurston asked if the area would be paved.

Dan Coons replied no, gravel.

Matt Sullivan questioned the eave direction.

Dan Coons replied side to side; noting the pitch is toward the front and back.

Matt Sullivan noted the application is complete.

It was moved by Vaune Dugan and seconded by Susan Repplier to accept the application as complete. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

Janice Allen, #8 Sky Ridge Farm Condominium, stated she needs to have the garage as close to the house as possible due to her handicap. She stated the icy blacktop and irregular surface is dangerous for her.

David May, Project Manager, stated moving the garage further away is detrimental to Mrs. Allen and noted that if the garage is relocated that four 100-150 year old maples would have to be removed. He submitted photographs of such.

Kathy Barnard asked why the garage couldn't be relocated in the area of the turnaround.

Dan Coons stated a gravel surface will still be necessary therefore, the impact is the same; noting the State has determined that gravel surfaces are impervious surfaces. He noted the turnaround area has a slope and Mrs. Allen has issues with such currently.

Peter Goodwin questioned the distance of the property to the lake and asked if the proposed drainage would stop the flow.

Dan Coons stated the lake is approximately one mile from the site.

Vaune Dugan stated the garage could be moved closer to the Maple trees; noting such would get the back corner of the garage off the wetlands. She questioned whether the garage could be moved 10'.

John Thurston agreed with Ms. Dugan. He noted the first 20" maple has no limbs that would be problematic for the building. He stated he would like the garage moved closer to the trees to reduce impact.

Vaune Dugan noted the criteria includes the best possible location; noting the proposed location does not appear to be the best location.

Dan Coons stated moving the garage further north would increase the walk for a handicap unit owner.

John Thurston requested the Board continue the application to allow for a site visit.

Vaune Dugan agreed.

David May stated a garden with landscape timbers are in the way.

Vaune Dugan asked if a pathway through the garden could be installed.

Dan Coons stated it is not a pathway, it is a stairway.

Kathy Barnard stated the Planning Board is reviewing impact to the wetlands; noting that if there is an alternative location, per the ordinance, the Board must review such.

David May questioned ADA.

Kathy Barnard stated there are issues with ADA that the Board has to review.

Peter Goodwin asked if a similar walkway could be constructed to the garage.

Dan Coons stated he measured the distance and noted the distance would be the same as the current distance.

Matt Sullivan stated the Board would review ADA issues as part of the Site Plan Review application. He expressed concern that a pre-existing ADA issue is being used to justify the Special Use Permit.

The Board agreed to schedule a site visit for May 7, 2019 at 6 PM. The Board requested the four corners of the building be staked and the 25' and 30' lines be marked.

It was moved by Vaune Dugan and seconded by John Thurston to continue the Sky Ridge Farms Condominium Association Special Use Permit application and public hearing to May 7, 2019. All members voted in favor. The motion passed.

Sky Ridge Farm Condominium Association

Agent: Dan Coons, C.W.S.

Site Plan Review

Tax Map #188-063, Case #2019-08

Matt Sullivan stated the two garages cannot be separated on the Site Plan Review application and recommended accepting the application as complete, opening the public hearing and continuing the application and public hearing to May 7th.

It was moved by Vaune Dugan and seconded by Susan Repplier to accept the application as complete. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

It was moved by Vaune Dugan and seconded by Susan Repplier to continue the Sky Ridge Farms Condominium Association Site Plan Review application and public hearing to May 7, 2019. All members voted in favor. The motion passed.

Kathy Barnard requested site visits be scheduled for all future Special Use Permit applications.

III. Public Comment

N/A

IV. Action Items

CIP Appointments

Kathy Barnard stated Paul Whelan and Tim Cronin have requested appointment to the CIP Committee. She noted the Budget Committee has appointed Robert Loughman as their representative to the CIP Committee.

It was moved by Kathy Barnard and seconded by Vaune Dugan to appoint Tim Cronin and Paul Whelan as citizen representatives to the Capital Improvements Program Committee and appoint Robert Loughman as the Budget Committee representative to the Capital Improvements Program Committee. All members voted in favor. The motion passed.

Matt Sullivan stated Charles Sumner has submitted a general letter of interest and noted he would be meeting with Mr. Sumner.

Kathy Barnard stated Suzanne Ryan, Joyce Davis and Jim Shildneck no longer wish to participate in the process and Mike Hodder no longer wishes to act as a Planning Board representative on the Committee.

The Board tabled the appointment of Planning Board representatives.

V. Communications & Miscellaneous

N/A

VI. Work Session

Business Directional Sign Ordinance Amendment

Kathy Barnard stated a final meeting has been scheduled.

Vaune Dugan questioned the remaining issues.

John Thurston stated a couple of locations conflict with regard to whether the existing signs are on Town or private property.

Matt Sullivan stated the Committee has discussed a sunset provision and appeal process.

Vaune Dugan verified the Director of Public Works would be responsible for addressing the Town owned/installed posts.

Peter Goodwin asked who would pay for the installation.

Matt Sullivan stated the Committee has not determined such.

John Thurston stated the Committee is discussing a fee for the sign permit.

Matt Sullivan stated the Committee has acknowledged that many signs are permitted as they stand and would be considered a pre-existing nonconformity. He noted the Committee has also acknowledged that other signs are not permitted. He stated the Committee has drafted language to allow flexibility in the ordinance.

Peter Goodwin confirmed the kiosks will be updated.

Cotton Mountain Historic District Amendment

Matt Sullivan stated that when reviewing the zoning descriptions for the zoning map update, a discrepancy was discovered regarding the district boundaries; noting it was originally intended to be an overlay district.

The Board reviewed the 250' setback.

Vaune Dugan stated the graphic is confusing and recommended a statement that references the whole lot.

Matt Sullivan stated the visual representation could potentially be the issue because the ordinance states "including all contiguous land".

Vaune Dugan asked if all the lots that touch the area could be grayed out.

Peter Goodwin stated there are large tracts of undeveloped land and there is a value of maintaining such.

Vaune Dugan questioned the number of landlocked parcels.

Matt Sullivan replied 1-2 parcels.

The Board agreed to continue the discussion regarding an amendment to the Cotton Mountain Historic District.

Architectural Design Standard Review Exercise

The Board engaged in an architectural design standards review exercise to determine if the examples would meet the standards or if a waiver would be required.

Vaune Dugan stated the Board should discuss applicability if the building cannot be viewed from the road.

Following review of several examples, the Board requested additional examples to review and noted the following;

- Review Process requirements (Section IV)
- Visual features should be proportional (Section VI)
- Add language re: columns/building features – such should be appropriately sized/proportioned (Section VI)
- Condition of site plan to include requirement of architectural renderings

Pine Hill Road Development District Permitted Uses

The Board tabled such.

PlanNH Charrette

The Board tabled such.

VII. New Business

Hoagland Property

John Thurston stated the area has never been stabilized; noting the gravel has not been removed from the wetlands.

VIII. Approval of Minutes

April 2, 2019

Corrections:

Page 2, 7th paragraph; change "stalk" to "sock"

Page 6, 2nd paragraph; add "but they are exempt" to the end of the sentence

Page 10, Action Items, Committee/Subcommittee Appointments, Wayfinding Committee; add "Peter Goodwin, John Thurston and Kathy Barnard"

Page 10, Action Items, Committee/Subcommittee Appointments, TRC; add "Kathy Barnard sits on the Committee"

Page 10, Work Session, 1st bullet; add " during the public section of the agenda" to the end of the sentence

It was moved by John Thurston and seconded by Vaune Dugan to approve the April 2, 2019 Wolfeboro Planning Board minutes as amended. Kathy Barnard, Vaune Dugan, Brad Harriman, John Thurston, Susan Repplier voted in favor. Peter Goodwin abstained. The motion passed.

IX. Planning Board Subcommittee Reports
N/A

It was moved by John Thurston and seconded by Vaune Dugan to adjourn the April 16, 2019 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 9:16 PM.

Respectfully Submitted,
Lee Ann Hendrickson
Lee Ann Hendrickson

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