

**TOWN OF WOLFEBORO
PLANNING BOARD
February 21, 2017
MINUTES**

Members Present: Kathy Barnard, Chairman, Stacie Jo Pope, Vice-Chairman, Mike Hodder, John Thurston, Vaune Dugan, Paul O'Brien, Members.

Members Absent: Brad Harriman, Selectmen's Representative, Dave Alessandrone, Alternate.

Guest Present: Peter Goodwin.

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

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

I. Work Session

Architectural Standards

Kathy Barnard stated the Board began review and discussion of such as a result of the discussion related to inns. She stated the Board discussed mandatory design review for structures over 4,000 SF; noting the figure makes her uncomfortable. She stated Town Counsel opined on such and stated the Board would need a good rationale basis to distinguish between buildings 4,000 SF and buildings less than 4,000 SF.

Referencing John Krebs' memo, dated 10/28/16, Mike Hodder stated Mr. Krebs provided rationale for such and continued to read the memo to the Board.

Vaune Dugan stated she and Maggie Stier are gearing up to write a Cultural and Historic Resources Chapter for the Master Plan and recommended making an argument as to what it is that is being preserved. She stated she believes the design standards should be brief and be defined by zoning district; noting she questions whether 4,000 SF is important.

Mike Hodder stated he would not support the latter (defined by zoning district).

Stacie Jo Pope agreed with Mr. Hodder.

Paul O'Brien recommended the Board be clear as to their intent regarding review of the matter.

Mike Hodder agreed with Mr. O'Brien and recommended reviewing any proposal to the EDC and Chamber of Commerce following the Planning Board's review. He stated the EDC's remit is of a limited nature and the Planning Board has a much broader remit that goes beyond the economic development of the Town.

Vaune Dugan stated the current inn keepers need to be protected. She stated the current draft guidelines are overly wordy and vague and recommended simplifying such.

John Thurston questioned whether the 50 bed count could be maintained and how the guidelines would be applied.

The Board discussed the Center Street/Route 28 gateway and Pine Hill Development District and whether the standards should be incorporated into those districts. The Board also reviewed the permitted uses in those districts and agreed not to incorporate such in the residential districts.

Following further discussion, the Board agreed to the following;

- Establish subcommittee to develop architectural standards/design review guidelines
- Design Review Guidelines to be incorporated into the Site Plan Review Regulations and to include waiver provisions
- Design Review Guidelines to be implemented in the Bay Street Limited Business District, Central Business District & Wolfeboro Falls Limited Business District
- Consider implementing the guidelines in the Center Street/Route 28 Mixed Use District
- Mandatory design review for structures 4,000+ SF
- Maintain voluntary design review guidelines for structures under 4,000 SF
- Request Maggie Stier to service on the subcommittee
- Subcommittee submit progress report at the Planning Board's May 16, 2017 Work Session

Vaune Dugan, Kathy Barnard and John Thurston volunteered to serve on the subcommittee.

It was moved by Paul O'Brien and seconded by Mike Hodder to appoint Vaune Dugan as Chairman of the Architectural Design Review subcommittee. All members voted in favor. The motion passed.

Joint Planning Board and EDC Meeting

Joint Planning Board and EDC meeting scheduled for March 21, 2017, 7 PM, Great Hall.

The Board agreed to the following;

- Provide overview of the Planning Board and EDC's roles and responsibilities
- Request EDC for input of stakeholders
- Review list created by Robert Shelton
- Request WEDCO to provide the full Lodging Feasibility Study

Lodging Forum

The Lodging Forum is scheduled for 4/18/17, 7 PM, Great Hall. The Board agreed to circulate the questions with the invitation.

The Board reviewed the Meeting Agenda document provided by Paul O'Brien and agreed to the following;

- #2, 1st question; strike "building code" and insert "and sign"
- #2; strike 2nd question
- #5, 1st question; strike "that would result in additional lodging with the Town"
- #7; strike "require" & insert "encourage"
- #8; strike "also anticipate"
- Strike questions 3, 4, 9, 10, 11
- Add the following questions:
 - Do you wish to remove the room cap? (add to
 - Would you be in favor of allowing a 75-100 bed franchise hotel in Town?
 - How would you feel about a big box store coming into Town?
- Renumber questions
- Include questions from the EDC

The Board reviewed the Forum Structure/Questions document provided by Paul O'Brien and agreed to the following;

- Move paragraph #3 to be paragraph #1
- Move paragraphs #7 & #8 to Meeting Purpose
- Add executive statement to Meeting Purpose
- Additional Background, 1st paragraph, 1st sentence; strike "in cooperation"
- Additional Background, 1st paragraph, 2nd sentence; insert "According to the EDC," prior to "This study"
- Additional Background, 1st paragraph, 1st sentence;

Master Plan

The Board discussed Master Plan Chapter assignments and noted the following;

Cultural & Historic Resources: Vaune Dugan

Community Facilities: Mike Hodder & John Thurston

Natural Resources: Mike Hodder

Public Infrastructure: Paul O'Brien

Meeting Process

Referencing application public hearings, Matt Sullivan requested the Board consider having the applicant and/or applicant's agent present their proposal prior to his presentation of the Planner Review.

The Board agreed to such.

II. Informational Items

None.

III. Planning Board Subcommittee Reports

None.

IV. Approval of Minutes

None.

V. New/Other Business

None.

It was moved by John Thurston and seconded by Mike Hodder to adjourn the February 21, 2017 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 9:42 PM.

Respectfully Submitted,

Lee Ann Keathley

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