

**TOWN OF WOLFEBORO
PLANNING BOARD
May 2, 2017
MINUTES**

Members Present: Kathy Barnard, Chairman, Vaune Dugan, Vice-Chairman, Brad Harriman, Selectmen's Representative, Mike Hodder, John Thurston, Paul O'Brien, Peter Goodwin, Members.

Member Absent: Member Dave Alessandroni, Alternate.

Staff Present: Matt Sullivan, Director of Planning and Development.

Staff Absent: Lee Ann Hendrickson, Administrative Secretary.

Chairman Barnard opened the meeting at 7:06 PM at the Wolfeboro Town Hall Great Hall.

I. Scheduled Appointment

P&D Zimmerman Family Limited Partners

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 noted the Special Use Permit application was deemed incomplete at the April 4, 2017 Planning Board meeting. She noted the Board conducted a site walk with the property owner and applicant's agent this evening at 6:30 PM.

Jeff Lewis, NorthPoint Engineering, stated a comprehensive stormwater management plan has been submitted to the Town's consulting engineer. Referencing the Special Use Permit application, he noted the following; a 25' no disturbance buffer, 30' building setback and a 50' parking lot pavement setback from the poorly drained soil. He noted the following proposed disturbance areas; 2,330 SF of impact within the 25' setback, 1,064 SF of impact within the 30' building setback and 20 SF of impact (pavement) within the 50' setback. He stated there are very poorly drained soils and poorly drained soils located on-site. He stated there are no proposed impacts to the very poorly drained soils. He reviewed the existing conditions/existing impacts and noted the impervious surface and pavement is being reduced (1700 SF of pavement). He stated a bioretention basin is proposed to provide stormwater treatment; noting such does not currently exist. He stated a drainage swale (grass) is proposed behind the building to provide a better level of protection and treatment of runoff than currently exists.

Vaune Dugan confirmed the disturbed area is the same in both diagrams.

Peter Goodwin asked how the retention area that is proposed in the poorly drained soils would impact the effectiveness of the stormwater runoff.

Jeff Lewis stated an underdrain is located in the bottom layer of the bioretention basin; noting the parking lot would be trenched to install such.

Paul O'Brien asked how the runoff would go into the retention basin given the topography.

Jeff Lewis referenced the grading plan and stated a 1' deep grass swale will be constructed along the back side of the building and the units stepped. He stated the bioretention basin is a NHDES approved stormwater management method. He described the water flows and treatment of runoff through the retention basin.

Matt Sullivan stated Tighe & Bond performed a review of the stormwater management plan and grading plan and expressed support of the methods being used.

Mike Hodder confirmed the treated runoff from the bioretention basin will ultimately end up in the wetland.

Matt Sullivan stated he spoke to Dan Coons, Chairman, Conservation Commission, who stated the Commission expressed concern regarding the potential contaminants that could be entering the wetland. He reviewed the criteria for consideration of the Special Use Permit.

Kathy Barnard stated the Commission raised other concerns and felt the buffer impacts could be reduced or avoided.

Jeff Lewis noted the disturbance to the buffer currently exists and although there is more building within the buffer, there is less paved area.

Mike Hodder stated the applicant would have to reduce the number of units by four, including the maintenance shed, in order to reduce the impacts within the buffer. Therefore, he questions whether the Conservation Commission's guidance is a realistic proposal.

Kathy Barnard questioned an alternative location.

Jeff Lewis stated the proposal constitutes a betterment to the site including stormwater management and cannot be accomplished without impacts to the setbacks.

Kathy Barnard stated it appears the buildings could be moved closer to Center Street and questioned whether such was considered.

Jeff Lewis noted a strip of 8-9' exists however, the setbacks would still be impacted and the access would be impeded.

Matt Sullivan questioned whether the property owner would consider a boundary line adjustment to accommodate a shift in the building.

Jeff Lewis questioned the benefit of such given there would still be impacts to the buffer and setbacks and a Special Use Permit would still be necessary.

Kathy Barnard stated it would be less of an impact.

Referencing snow storage, Paul O'Brien questioned adequate area allotted for such (800 SF for approximately 3,000 SF of parking lot area).

Jeff Lewis stated there are other snow storage areas on site and the snow storage depicted on the plan includes only the proposed development.

Paul O'Brien stated he believes the snow should be picked up and removed from the site because the road will become narrower with snow and ice.

Matt Sullivan stated a note on the site plan states that any snow storage that exceeds what is shown on the plan will be removed from the site.

It was moved by Mike Hodder and seconded by Vaune Dugan to accept the Special Use Permit application as complete. All members voted in favor. The motion passed.

Chairman Barnard opened the public hearing.

Gary Brockney, 19 Pine Street, questioned whether construction equipment would block Pine Street during the removal of the house and construction of the building. He stated his business depends on traffic and expressed concern that Pine Street would not be accessible.

Mike Hodder stated the Board is aware of the state of the wetland and therefore, he doesn't have concerns regarding the impact to the buffer and setbacks.

Vaune Dugan stated she thought originally the building could be shifted however, there wouldn't be a benefit to the wetland buffer and setback impact by doing so.

Matt Sullivan reviewed the following recommended conditions of approval for the Special Use Permit application;

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

Plan 1. Existing Conditions Plan, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated May 1, 2017.

Plan 2. Proposed Conditions Plan, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated May 1, 2017.

Plan 3. Aerial Exhibit, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated April 04, 2017.

Plan 4. Site Photographs, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated April 4, 2017.

2. The applicant shall comply with the pre-construction siltation and erosion control measures and construction sequence as shown on the plan.
3. An inspection by the Town shall be required of siltation devices prior to construction.
4. This approval is fully subject to receipt of Town of Wolfeboro site plan review approval and conditions imposed therein.
5. The applicant shall be responsible for all recording fees.
6. Final plans to be certified and stamped by the original Certified Wetlands Scientist.
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. Snow storage is not to occur within the delineated wetlands on site.
9. The applicant shall be required to monument the edge of Wetlands in compliance with § 175-9.1 Wetlands Boundary Monumentation. This includes:

- a. Wetlands shall be delineated by a State of New Hampshire Certified Wetlands Scientist. Markers should be placed at 50' +/- intervals along the total wetland boundary following its general contour.
- b. Care shall be taken to insure that markers are placed with the appropriate spacing at points closest to any proposed or existing structure located on the property.
- c. The cost shall be borne by the applicant/developer or their successors in interest.
- d. The applicant shall be responsible for submitting a letter of certification of the posting to the Code Enforcement Office prior to the issuance of any building permit.

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

Kathy Barnard noted the Board has taken into consideration the Conservation Commission's review and the criteria for the Special Use Permit, including alternative location. She noted moving the building towards Center Street does not appear viable due to a significant planting area being added.

It was moved by Mike Hodder and seconded by Paul O'Brien to approve the P&D Zimmerman Family Limited Partners Special Use Permit application, Case #2017-07, Tax Map #218-17, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

Kathy Barnard stated the Site Plan Review application was accepted as complete and the public hearing was continued from April 4, 2017. She noted the Board requested the following items be addressed; 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) and traffic and circulation (Pine Street).

Jeff Lewis stated a lot of the issues were addressed. Referencing the location of the dumpster, he stated trash bins will be located in the maintenance shed and, as part of the property maintenance, the trash will be disposed of. Relative to drainage onto Mr. Shannon's property, he stated a swale has been incorporated therefore, any stormwater runoff will not enter onto Mr. Shannon's property but rather into the bioretention basin. He noted the catch basin located in front of Mr. Shannon's property is filled with leaves and sand.

Mike Hodder questioned whether the trash bins will be enclosed and questioned the frequency of trash removal.

Jeff Lewis replied yes. He stated the removal would occur depending upon the number of occupied units.

Mike Hodder questioned whether recycling bins would be provided.

Jeff Lewis replied yes.

Paul O'Brien questioned the location of the air conditioning units and propane tanks.

Jeff Lewis stated the applicant is proposing individual above ground units on concrete pads; noting such is noted on the plans. He stated the proposal is in compliance with the Stormwater Management Regulations. He stated a stop sign is proposed for the Pine Street access and noted that any proposed landscaping would not affect site distance. He stated he recommends changing the proposed maple planting to a lower growing shrub. He stated parking will not occur in front of the garages.

Mike Hodder expressed concern for the width of the driveway (22' at the mouth and 25' at the opening to the parking lot) with two-way traffic, vehicles backing out of the garage and snow storage. He stated he doesn't feel the roadway is wide enough for safe passage for the structure.

Paul O'Brien asked if there is any guidance that addresses such.

Matt Sullivan stated the proposal meets the standard.

Mike Hodder stated 175-133 calls for a 22' maneuvering aisle and a 90 degree parking structure. He questioned whether maneuvering into two-way traffic meets such.

Matt Sullivan stated the area is not a road but rather a parking area.

Mike Hodder questioned whether the public has a pre-emptive right to use the road.

Jeff Lewis stated the concerns noted are related to the drive access from Pine Street and the width of the drive. He stated it depends on the volume of traffic and speed of traffic; noting 11' of site distance is provided to the driver prior to backing into the lane.

Matt Sullivan stated the regulations provide for an 18' width minimum for a two-way access and a 22' maneuvering aisle from backing out of a 90 degree space. He stated he is not familiar with the two requirements being compounded to equal 40'; noting the ordinance does not support such.

Mike Hodder stated the design gives him misgivings.

Matt Sullivan stated the 11' buffer/separation be provided is a good protection for site distance.

Mike Hodder suggested a boundary line adjustment between the two properties; with a 25' maximum swath be taken from 218-17-1 and given to 218-17 to create a wider area.

Vaune Dugan stated she has been living in Wolfeboro since 1998 and can't recall passing another car when accessing the lot.

Referencing snow storage, Jeff Lewis stated he feels there will be less snow to be moved due to the decrease in the pavement area and noted any excess snow would be removed from the site.

Paul O'Brien asked if the unit's address would be 14 Pine Street.

Matt Sullivan stated he would be addressing such.

Kathy Barnard questioned the access way to the Shannon property.

Jeff Lewis stated there is an existing access way to the Shannon property as a result of a verbal agreement between the two property owners which will be blocked off and constructed as the bioretention area.

Matt Sullivan stated a one-way access was discussed with Mr. Lewis and Dave Ford and it was determined that such a change would not benefit the property and therefore, abandoned. He stated the drainage improvements to Center Street are scheduled to occur in late 2018 or 2019. Relative to visitor parking, he stated two spaces are being provided for toward the car wash area. He stated the following have been discussed; "No Parking" signage on the front area of the building, Tighe & Bond's (favorable) review, no snow storage in the wetland area and height of the building (the latter to be addressed during the building permit process). He requested the applicant speak to the FEMA letter of map amendment relative to the 100-year storm event.

Jeff Lewis stated the FEMA map limits of the 100-year flood plain runs through the site (Zone A Floodplain). He stated the property owner worked with FEMA and requested a LOMA (Letter of Map Amendment); noting FEMA approved the request and removed the buildings from the floodplain. He stated such is explained in the project narrative and following completion of the project the property owner will file a LOMA for the structure.

Peter Goodwin stated that if there are going to be "No Parking" signs, who would be enforcing such.

Jeff Lewis stated said signs are not being proposed and if signs are placed then the property owner would enforce such.

Matt Sullivan stated it could become an enforcement issue.

Jeff Lewis submitted letters from Andrew Swenson and Tim Melanson.

Steve Hale stated he is in favor of the application and feels the proposal is an improvement to the access way.

Matt Krause, former tenant at 14 Pine Street, referenced the parking situation and stated his practice employed 4-5 people daily with several customers throughout the day. In addition, he stated the residential tenant in the building also occupied a parking space; noting that he never saw one accident and did not receive any complaints regarding a lack of parking spaces. He stated the proposal is an improvement to traffic flow and access.

Sheila Holland, Rentals Plus, stated the Town has a shortage of year round rentals and housing for young people.

Kathy Barnard requested the applicant speak to Mr. Brockney's question regarding the construction/demolition and impact on Pine Street (accessibility).

Jeff Lewis stated the existing structure will be razed and believes access via Pine Street will be closed off temporarily.

Kathy Barnard questioned the timeframe for demolition.

Jeff Lewis stated one month for the process and the property is owner ready to proceed following approval by the Board.

Kathy Barnard questioned the timeframe for the construction of the units.

Jeff Lewis replied fall 2017.

Randy Walker stated there is no easement between the Shannon and Zimmerman properties and confirmed increased safety and site distance from the Pine Street access. He stated the number of parking spaces are being reduced by four.

Kathy Barnard questioned whether the applicant considered the Town's Architectural Review Guidelines.

Jeff Lewis replied yes.

Matt Sullivan stated the architectural renderings appear to meet the spirit of the guidelines. He stated conversations are ongoing with the architect and noted there are development standards for the zone which require certain façade elements.

Denise Williams, 30 Pine Street, agreed with Mrs. Holland's comments. She questioned whether slope stabilization was followed up on by the Board regarding the previous development and submitted documentation regarding such. She expressed concern that the slope is not stable and future issues related to such and requested an engineering design and retaining wall.

Referring the entrance area adjacent to the building, Brad Harriman asked if there would be curbing to define the area.

Jeff Lewis stated a curb was not proposed, only a grass area.

Brad Harriman questioned whether the curbing on the other side is existing.

Jeff Lewis replied yes, a rolled bituminous curb currently exists. He stated he could add one to the other side if the Board desires.

Matt Sullivan questioned whether signage for parking is favored by the Board.

Mike Hodder stated the property owner should determine such.

Vaune Dugan requested the tree be moved out of the site line.

Matt Sullivan reviewed the following recommended conditions of approval for the Site Plan Review application;

1. The following plans, as amended to the date of this approval, are incorporated into the approval:

Plan 1.Cover Sheet, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated March 06, 2017, Revised: May 1, 2017.

Plan 2.Existing Conditions Plan, Sheet 1 of 8, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated March 06, 2017, Revised: April 21, 2017.

Plan 3.Site Plan, Sheet 2 of 8, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated March 06, 2017, Revised: May 1, 2017.

Plan 4.Removals Plan, Sheet 3 of 8, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated March 06, 2017, Revised: April 21, 2017.

Plan 5.Grading and Drainage Plan, Sheet 4 of 8, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated March 06, 2017, Revised: April 21, 2017.

Plan 6.Lighting and Landscape Plan, Sheet 5 of 8, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated March 06, 2017, Revised: April 21, 2017.

Plan 7.Erosion Control Plan, Sheet 6 of 8, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated March 06, 2017, Revised: April 21, 2017.

Plan 8.Construction Details, Sheet 7 of 8, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH,

03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated March 06, 2017, Revised: May 1, 2017.

Plan 9. Construction Details, Sheet 8 of 8, Clarke Plaza Multifamily, Owner: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896, Applicant: P & D Zimmerman Family Limited Partners, P.O. Box 300, Wolfeboro Falls, NH, 03896,, Project Location: 14 Pine Street, Wolfeboro, NH, 03894, Tax Map 218 Lot 17 prepared by Jeff Lewis, P.E., Northpoint Engineering, LLC., 119 Storrs St., Suite 201, Concord, NH 03301, Dated March 06, 2017, Revised: May 1, 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 be responsible for the payment of all recording fees.
4. A financial security based on the total cost of the site improvements, plus 10%. The financial security shall be reviewed by the Town or their designee.
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.
6. Finals plans to be certified and stamped by the original Certified Wetlands Scientist.
7. Landscaping plan to be stamped by a Licensed Landscape Architect in the State of New Hampshire.
8. A final favorable stormwater management plan review by the Town's consulting engineer.
9. An as-built to be provided following project completion.
10. Plan amendment to adjust the location of the proposed Maple tree to allow for adequate site distance.
11. Curbing to be installed at the south side entrance of the property.
12. The applicant shall provide a letter prepared and stamped by a professional engineer licensed in the State of New Hampshire that certifies that the proposed redevelopment will not increase the base flood elevation of the zone.

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

It was moved by Mike Hodder and seconded by Vaune Dugan to approve the P&D Zimmerman Family Limited Partners Site Plan Review application, Case #2017-08, Tax Map #218-17, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

Brewster Academy

Agents: Jim Rines, White Mountain Survey & Engineering, Inc.

Site Plan Review ~ Anderson Hall (Exterior Lighting)

Case #2017-14

Tax Map #218-150-S

Jim Rines, White Mountain Survey & Engineering, Inc., stated the applicant is requesting to add three lights to enhance the safety and security at Anderson Hall and reviewed a photometric plan. He stated Brewster Academy is unifying the lighting throughout campus.

Kathy Barnard questioned whether the Board approved lighting as part of the parking lot upgrades in 2013.

Jim Rines stated the Board approved pedestrian lighting and noted a photometric plan was provided.

Kathy Barnard questioned the type of shield on the lights.

Jim Rines replied an opaque shield that is installed on the side of the light. He stated the applicant is requesting a waiver from snow storage because there are no proposed changes to the 2013 plan.

Matt Sullivan stated the applicant is also requesting a waiver for total onsite square footage of impervious surface. He requested clarification of the dark sky compliance issue that arose as part of the application.

Jim Rines stated that between 2013 when the Board approved the site plan review application and today, the dark sky compliance requirements have changed and therefore, the proposed lighting cannot be certified to be dark sky compliant.

Matt Sullivan stated he researched whether such would require a waiver and it appears there is no specific provisions requiring dark sky compliance by name. Rather, he stated as long as the principles are adhered to within the design it qualifies under both the Zoning Ordinance and Site Plan Review Regulations.

It was moved by Vaune Dugan and seconded by John Thurston to grant a waiver for total offsite square footage of impervious area. All members voted in favor. The motion passed.

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

Chairman Barnard opened the public hearing.

Kathy Barnard noted the Board received a letter from Al Pierce.

Al Pierce, 11 Green Street, stated the five lights on the side of the building shine brightly on his property and asked that such be addressed.

Kathy Barnard asked Mr. Pierce if he had any comments regarding the three proposed lights.

Al Pierce replied no.

Lisa Braiterman, Chief Financial & Operations Officer, Brewster Academy, stated she is present to testify in support of the proposal. She stated the three lights on the building existed prior to the 2013 construction. She stated additional temporary lighting was installed and repositioned due to some unfortunate incidents that occurred in the parking lot and affected their students. She stated there are 45 local day students in which many drive to campus, park in the Anderson Hall lot and leave after dark therefore, it is very important that the lot is lit and the student's safety is preserved. She stated the Town has requested the removal of the temporary lights and incorporate a permanent plan therefore, the temporary lights will be removed and the existing lights will be refocused down so the lights do not shine in the neighbor's yards.

Dan Noyes, Director of Facilities, Brewster Academy, stated Mr. Pierce's concerns will be addressed. He stated the existing lighting on the building currently shines onto the neighboring properties however, the proposed lighting will not do such.

Kathy Barnard confirmed the lighting is dark sky compliant per the 2013 standards. She questioned the timeframe regarding the lighting replacement and confirmed the lighting are LED.

Dan Noyes replied summer 2017.

Jim Rines stated the lighting is a 4,000 Kelvin (the Town allows up to 4,500 Kelvin) white light.

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: Site Plan, Anderson Hall, Owner: Brewster Academy, 80 Academy Drive, Wolfeboro, NH, 03894, Project Location: Anderson Hall, Wolfeboro, NH, 03894, Tax Map 218 Lot 150S prepared by Jim Rines, P.E., LLS, White Mountain Survey and Engineering, Inc., P.O Box 440, Ossipee, NH, 03864, Dated April 11, 2017.

Plan 2: Sheet 1: Site Lighting Photometric Plan, Anderson Hall, Owner: Brewster Academy, 80 Academy Drive, Wolfeboro, NH, 03894, Project Location: Anderson Hall, Wolfeboro, NH, 03894, Tax Map 218 Lot 150S prepared by Jim Rines, P.E., LLS, White Mountain Survey and Engineering, Inc., P.O Box 440, Ossipee, NH, 03864, Dated May 2, 2017.

Plan 3: Sheet 2: Site Lighting Photometric Plan, Anderson Hall, Owner: Brewster Academy, 80 Academy Drive, Wolfeboro, NH, 03894, Project Location: Anderson Hall, Wolfeboro, NH, 03894, Tax Map 218 Lot 150S prepared by Jim Rines, P.E., LLS, White Mountain Survey and Engineering, Inc., P.O Box 440, Ossipee, NH, 03864, Dated May 2, 2017.

2. The applicant shall be responsible for the payment of all recording fees.
3. The application, as submitted, does not satisfy all requirements for a building permit.
4. 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.
5. Existing building mounted lighting shall be adjusted to be dark sky compliant.

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

It was moved by Vaune Dugan and seconded by Mike Hodder to approve the Brewster Academy Site Plan Review application, Case #2017-14, Tax Map #218-150-S, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

Goodhue & Hawkins Navy Yard, LLC

Agents: Jim Rines, White Mountain Survey & Engineering, Inc.

Site Plan Review ~ Site Development, Including New Building

Case #2017-13

Tax Map #241-36

Mike Hodder stated he sat on the ZBA that granted four Variances to the applicant.

Jim Rines, White Mountain Survey & Engineering, Inc., stated the property was purchased and redeveloped in 2005; noting the property received Site Plan approval for the maintenance building, storage and a 3,710 SF two-story showroom. He stated all of the improvements except for the 3,710 SF building has been completed; noting the showroom building received an extension to 5/17/17. He stated through the operation of the property there have been safety concerns highlighted and as such, the property owners realized design changes needed to be made to improve safety and aesthetics. He stated the applicant has received four Variances in 2016 for road front setback, waterfront setback, impervious coverage of the lot (to increase such) and to allow expansion of an existing nonconforming structure by 25%. He stated the existing showroom building will be shifted slightly north which will improve site distance and become ADA compliant. He stated that by not constructing the originally approved two-story showroom, the abutter's view will not be obstructed. He stated NHDES is being consulted with regard to the reconfiguration of the docks. He stated the access will be shifted and will require a driveway permit from the Town; noting Mr. Sullivan recommended cross hatching on Sewall Road where the forklifts will travel. Referencing parking and circulation and the 2005 approved plan, he stated 55 parking spaces were depicted on the plan and noted the current plan depicts the same number of spaces. He noted that the 55 spaces were carried forward from the 1985 approved plan however, ten of those spaces do not exist on the 2005 plan because of the portable storage tank and bedrock. He stated reviewed the parking computations for the current proposal.

Matt Sullivan requested the applicant speak to the standard used for boat repair.

Jim Rines stated the regulations require two spaces per bay for a boat repair bay (for a dealership). He stated curbing (to stop the vehicles from going into the lake) and low shrubbery has been proposed which does not

cause any obstruction. He confirmed the aisle widths are 22' throughout the site. He reviewed the proposed landscaping and believes the application is in compliance with the redevelopment section of the ordinance relative to stormwater/drainage. He stated some of the improvements include deep sump catch basins to collect sand and grit, a vegetative swale and vegetative buffer. He stated he is prepared to address concerns noted by Tighe & Bond. Referencing impervious coverage, he stated Mr. Sullivan requested further clarification regarding such. He stated the Hydrocad calculations pick up some of the off-site areas that are not actually on the site; noting this as the reason the Hydrocad calculations were different from the on-site calculations. He noted the impervious surface is only being increased by 87 SF. Referencing snow storage, he stated the business is more of a summer use and a note will be added to the plan that no snow will be plowed into the lake. He stated that when the snow melts, such will go into the existing catch basin. Referencing erosion control, he stated a detail of the check dam was provided on Sheet 8 of 11 and further reviewed the erosion control plan. Referencing lighting, he stated 12' pole mounted, color corrected, down directed lighting is proposed.

Kathy Barnard questioned the type of existing lighting.

Steve Durgin, Goodhue & Hawkins Navy Yard, stated there are lights on the front of each building and over each of the docks. He stated there are some yard lights by the sign that will remain.

Kathy Barnard asked if the lights are on all night for security.

Steve Durgin replied yes.

Jim Rines reviewed the location of the proposed lights. He stated the plan depicts retaining walls in case the bedrock seen on the surface is not bedrock however, he doesn't believe the retaining walls will be constructed and noted retaining walls under 4' are not deemed a structure and therefore, do not have to comply with setbacks. He stated the building height is the average height from the eave to the peak; noting the eave elevation is 525.5 and the peak elevation is 549 therefore the average is 537.25. He stated the building height, by Wolfeboro's definition, is 29.89' and is in compliance.

Matt Sullivan requested the building height calculations be added to the plan.

Jim Rines stated the litter storage would occur within the building. He stated he would submit a security for improvements and comments to Tighe & Bond's review. He stated proposed signs are shown on the building and have provided seven perspectives of the building.

Kathy Barnard questioned the timetable for the project.

Brent Pratt replied following the permitting process but, prior to expiration of the Variances (2018).

Peter Goodwin questioned whether the entry to the driveway is adequate.

Jim Rines replied yes, noting such is 22' wide excluding the flares; noting such is adequate for two way travel.

Vaune Dugan questioned whether the entrance could be angled so the headlights do not impact the abutting property.

Jim Rines stated there isn't a lot of room on the site however, he could review shifting the entrance slightly north.

Steve Durgin stated most of the traffic currently, and in the future, have left the site after dark. However, the sun sets earlier in the fall and early spring and workers leave the site at 5:30 PM.

Vaune Dugan questioned whether the showroom is open in the winter.

Steve Durgin replied yes, however, there aren't any customers that are on site in the winter and staff is customarily at boat shows. He stated 85 percent of their customers live out of state. He confirmed the vast majority of traffic enters from the direction of Downtown.

Vaune Dugan expressed concern regarding blasting and impact to the abutters.

Jim Rines stated pre-blast verification would have to occur; noting it is a sensitive area.

Matt Sullivan confirmed the abutters would be notified.

Jim Rines stated such is required.

Matt Sullivan stated the plans have not been revised to reflect Tighe & Bond's review. He requested the applicant speak to the impact to Sewall Road during construction and which construction entrance has been identified to be used.

Jim Rines stated the existing entrance will be used at the start of the project prior to the use of the construction entrance; noting the latter consists of crushed stone.

Referencing signage, Matt Sullivan stated there are no standards/dimensional controls provided for the shorefront residential district therefore, how to process such will have to be explored. He requested Mr. Rines address the comments relative to the proposed site development plan (Sheet 2 of 11).

Jim Rines stated a note will be added relative to snow storage which prohibits any dumping of snow into the lake.

Matt Sullivan requested Mr. Rines speak to the 5:1 ratio in its applicability to the application.

Jim Rines stated the 5:1 ration is an Alteration of Terrain however, the project does not require such.

Matt Sullivan questioned the comment regarding disconnected impervious cover areas.

Jim Rines stated a shading has been done to show the disconnected areas; noting the pervious areas do not catch all the runoff however, 42% will be caught over the existing 19%. He stated one of the plans depicts the location of formal and informal treatment and identifying the disconnected areas. He stated the rim and invert elevations will be provided and the rates and slopes be added to the plan.

Matt Sullivan stated Tighe & Bond expressed concern that a filter course was not provided.

Jim Rines the filter course recommended by Tighe & Bond relates to either porous pavement or porous concrete however, pervious pavers are proposed. Therefore, he stated pea gravel is recommended for such; noting the detail provided was based on the actual manufacturer's detail.

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

Jim Rouillard thanked Vaune Dugan for concern for trees and noted an option of planting trees upside down.

Vaune Dugan questioned whether two trees could be planted opposite.

Deborah Kendrick, Sewall Road, stated she has no concerns regarding the night time activity. She expressed concern regarding the driveway and use by trash removal and oil deliveries in addition to customer parking lined on both sides of the street and the exiting of vehicles due to blocked line of site.

Jim Rines stated the entrance will be more formalized; noting additional parking will be available. He stated the site is serviced by Town water and sewer.

Steve Durgin stated Ms. Kendrick is correct in her statements. He stated they will no longer be fueling the Winnepesaukee Belle at their dock due to the proposed improvements therefore, there will be no diesel truck deliveries in the future. He stated the new development will make the existing parking more efficient, better defined and easier to control. He stated he doesn't know if the proposal will eliminate on-street parking; noting "No Parking" signs are not posted because roadside parking is permitted. He stated they have provided valet parking in the past.

Brent Pratt stated the traffic and overall situation will be greatly improved; noting the improvements are driven by safety.

John Thurston confirmed boats that have septic (holding tanks) are serviced by the marina.

Steve Durgin stated they have a State approved boat pump out station; noting such is hooked into Town sewage. He stated such will not be done on the parking lot side.

John Thurston questioned whether the fuel system will be modernized.

Steve Durgin stated the existing system meets all current standards and have not had any issues.

Spencer Henry stated the tanks are not being moved and fuel deliveries will continue to occur however, due to the change of the drive entrance the delivery truck will be smaller in size.

Brad Harriman questioned the location of the three deep sump catch basins with hoods.

Jim Rines oriented the Board to the location of such.

Spencer Henry stated the inlet for such is located on the opposite side of the road.

Brad Harriman confirmed there is no open top.

Matt Sullivan recommended continuance of the application to May 16, 2017 due to the number of revisions to the plans relative to the Tighe & Bond's comments.

It was moved by Mike Hodder and seconded by John Thurston to continue the Goodhue & Hawkins Navy Yard, LLC Site Plan Review application and public hearing, Case # 2017-13, to May 16, 2017. All Members voted in favor. The motion passed.

Depot Square Condominium Association

Agent: John Simms

Site Plan Revocation; Case #2017-11

Subdivision Revocation; Case #2017-12

Tax Map #214-47

Kathy Barnard stated the applicant submitted a written request to continue the Site Plan Revocation and Subdivision Revocation applications, Case #2017-11 and #2017-12.

It was moved by Mike Hodder and seconded by John Thurston to continue the Depot Square Condominium Association Site Plan Revocation application, Case # 2017-11, and Subdivision Revocation application, Case #2017-12, to June 6, 2017. All Members voted in favor. The motion passed.

II. Public Comment

None.

III. Work Session

The Board tabled such.

IV. Informational Items

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

V. Planning Board Subcommittee Reports

None.

VI. Approval of Minutes

The Board agreed to table the April 4, 2017 and April 11, 2017 Planning Board minutes.

VII. New/Other Business

N/A

It was moved by Vaune Dugan and seconded by John Thurston to adjourn the May 2, 2017 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 10:27 PM.

Respectfully Submitted,

Lee Ann Hendrickson

Lee Ann Hendrickson

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