

**TOWN OF
WOLFEBORO
PLANNING BOARD
October 05, 2021
MINUTES**

I. **Call to Order:** *Chair Kathy Barnard opened the meeting at 7:00 PM.*

II. **Introduction of Planning Board Members**

Members Present: Kathy Barnard, Chair, Mike Hodder, Vice-Chair, Brad Harriman, Selectmen's Representative, Vaune Dugan, Peter Goodwin, John Thurston, Members, Julie Jacobs, Alternate.

Members: Absent: Susan Repplier

Staff Present: Tavis Austin, Director of Planning and Development

III. **Public Hearings**

(a) ***HOUSEHOLDER TRUST- ROBERT NORTON & RUTH SEXTON – Stoneham Road & North Wakefield Road - Tax Map & Lot 122-1-138-9-138-9-1 - Case #2021-19 – Boundary Line Adjustment – 3 Lots – Formal Submission/Public Hearing***

Kathy Barnard read the project into the record.

Ted Wright, White Mountain Engineering & Survey, presented the application materials to the Board; he noted the requested waiver for boundary survey.

Mike Hodder motioned to grant the waiver for boundary survey as requested; Vaune Dugan seconded the motion that passed with a unanimous vote (5, 0, 0).

Kathy Barnard motioned to accept the application as complete; Mike Hodder seconded the motion that passed with a unanimous vote (5, 0, 0).

Kathy Barnard opened the public hearing. No comments were received. Kathy Barnard closed the public hearing at 7:04 PM.

Tavis Austin noted that there were no recommended conditions; noting that typically monumentation is requested, however, in this instance the new deeds required to transfer the property would suffice.

Mike Hodder motioned to approve the project as submitted; Vaune Dugan seconded the motion that passed with a unanimous vote (5, 0, 0).

(b) ***KINGSWOOD GOLF CLUB, INC. – 37 Kingswood Road – Tax Map & Lot #232-2 – Case #2021-20 – Site Plan Review – Maintenance Building – Formal Submission/Public Hearing***

Vaune Dugan and Brad Harriman recused themselves for this project; Julie Jacobs asked to be a voting member of the Board.

Kathy Barnard read the project into the record.

Randy Tetreault, Norway Plains Associates, provided an overview of the project as submitted and introduced Dave Lynch, Kingswood Golf Club and Scott Lawler, also of Norway Plains. Mr. Tetreault continued by reminding the Board of an older Master Plan that was done by the Golf Club and explaining how the proposed maintenance structure furthered that plan while minimizing site clearing and incorporating stormwater detention facilities. He noted the proposed structure would have electric, but no water utilities. Minimal lighting was proposed. He concluded by summarizing the waiver to the Design standards as included in the application.

Peter Goodwin asked if the structure would be visible to anyone other than the golf course.

Randy Tetreault stated he didn't believe so given the heavily wooded area and distance to residential properties.

Julie Jacobs questioned the 'ramps' called out on the plans and how high they would be.

Randy Tetreault answered the ramps would be essentially flat; just enough to gain entry to the building.

John Thurston questioned the building's siding.

Randy Tetreault answered he believed the proposed siding was metal.

John Thurston questioned the substrate within the retention pond.

Scott Lawler stated the pond was a detention pond and not an infiltration basin.

Mike Hodder moved to grant the requested waiver to Design Standards as submitted; Kathy Barnard seconded the motion that passed with a unanimous vote (5, 0, 0).

Mike Hodder moved to accept the application as complete; Kathy Barnard seconded the motion that passed with a unanimous vote (5, 0, 0).

Kathy Barnard opened the public hearing at 7:15 PM.

John Teller, 179 Kingwoods Road, questioned the golf club's intention to improve the road given the added weight.

Dave Lynch stated that no improvements were proposed as part of this project. He noted that no new equipment would be using the road; the proposed structure is to house existing equipment already using the site.

There was discussion about when construction would likely be occurring.

Mike Hodder asked if the gravel area currently in existence behind the existing maintenance structure would be needed any longer or if the area could be returned to a more natural state.

Scott Lawler stated the gravel area in question would likely remain as it serves as a turn around area needed to access the building.

Tavis Austin reminded the Board the roads in question are private roads; noting the Board's limited authority to regulate private roads. He continued by reciting the recommended conditions of approval from his review as follows:

1. The following plans, as amended to the date of this approval are incorporated into the approval:
Plan Set: Maintenance Budling 37 Kingswood Road prepared for Kingswood Golf Club, Inc, August 2021; Consisting of Sheets E-1-2, C-1 through C-7, and L-1, and A-1, as submitted September 14, 2021. Project **Location:** 37 Kingswood Road, Wolfeboro, NH 03894, Tax Map 232-002 prepared by Norway Plains Associates, Inc. **Dated:** August 2021.
2. The applicant shall be responsible for providing construction guarantee as outlined in Site Plan Review Regulations.
3. The applicant shall be responsible for the payment of all recording fees.
4. All 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.

Mike Hodder motioned to approve the project as submitted with the inclusion of the Conditions of Approval as recommend; Peter Goodwin seconded the motion that passed with a unanimous vote (5, 0, 0).

IV. Public Meetings

- (a) Karpowicz Voluntary Lot Merger, 158 Governor Wentworth Highway, Tax Map # 134-009 and -010.
Kathy Barnard summarized the application.

Mike Hodder motioned to approve the project as submitted; John Thurston seconded the motion that passed with a unanimous vote (5, 0, 0).

(b) 2022 Capital Improvements Program

Tavis Austin explained the only reason for this to be on the agenda was to inform the Board prior the scheduled public hearing on the same later in October.

(c) Master Plan Committee

Tavis Austin noted the two names of interested participants.

Peter Goodwin stated such would be a good number as the entire purpose is to see how the individual groups are doing with their top three priorities and Master Plan implementation.

Kathy Barnard asked if the plan was to meet in January and if Peter planned to be the chair of the committee.

Peter Goodwin stated his assumption that he would chair the committee which he intends to convene in November 2021; he will work with Tavis to assemble materials and contact information.

(d) Return of Escrow Fees LP Gas, Grove Street

Tavis Austin noted project completion in accordance with the approved plans and recommended the Board to release the escrow surety.

There was a brief discussion related to retaining a portion or percentage of the fee to insure landscape survivability.

Mike Hodder motioned to approve return of the escrow monies; Vaune Dugan seconded the motion that passed with a unanimous vote (5, 0, 0).

(e) Housing Opportunity Zones

Tavis Austin provided the Board with information provided by Town Counsel.

Mike Hodder moved to have the Planning Board direct the Chair to submit a memo to the Board of Selectmen asking them to support a warrant article to accept 79-E 4(b) with comments discussing the Planning Board's position relative to its applicability to all zoning districts with the exception of the Shorefront Residential (SFR) district and, further, should the Warrant Article pass, the Selectmen should recommend those zoning districts as supported by the Planning Board; Vaune Dugan seconded the motion that passed with a unanimous vote (5, 0, 0).

(f) 2022 Meeting Schedule

Tavis Austin presented the 2022 Planning Board meeting schedule.

No concerns were raised with the schedule.

v. Public Comment

Suzanne Ryan spoke to the Housing Opportunity Zones as discussed at the prior Planning Board meeting. She emphasized need to look at the entirety of the statue not merely select portions. She noted language related to downtown, revitalization, supporting economic growth, creating residential opportunities in areas with water and sewer infrastructure. She concluded noting that tax relief "may" be granted but is not required.

The Board thanked Ms. Ryan for her comments.

vi. Other
Business/Discussion

Approval of Minutes - September 7, 2021

Peter Goodwin recommended an amendment on the bottom of page 3 suggesting that a clarifying statement should be added to better express the intent "of making the plans easier to read by the layperson."

Peter Goodwin moved to approve the minutes of September 7, 2021 as amended. Mike Hodder seconded the motion that passed with a unanimous vote(5,0, 0).

Approval of Minutes - September 21, 2021

Mike Hodder made a motion to approve the minutes as presented. Kathy Barnard seconded the motion that passed with a unanimous vote (5, 0, 0).

Tavis Austin reminded Board that currently no staff is available to take minutes and asked if any of the Board members may be willing to take minutes for the Planning Board. There was no interest.

Board discussed need to have the position filled. Tavis Austin stated the Town has had no success in filling other

vacancies for the same.

Kathy Barnard expressed strong need for someone to take minutes.

Julie Jacobs suggested looking to outside agencies for this task.

Vaune Dugan suggesting looking to the High Schools for help.

Mike Hodder motioned and John Thurston seconded the motion to adjourn the October 05, 2021 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business, the meeting adjourned at 8:04 PM.

Respectfully Submitted,
Tavis Austin

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