

**TOWN OF WOLFEBORO
PLANNING BOARD
Agenda
April 21st, 2020**

VIRTUAL MEETING LOGIN OPTIONS:

1. **To access via GoToMeeting:**
 - **Click the following link:**
 - **For Planning Board Meetings: <https://global.gotomeeting.com/join/918242429>**
 - **You will be prompted to download the application.**
 - **Once downloaded, you may need to double-click the downloaded application or allow the download to open.**
 - **Once the program opens, please select how you would like to hear the meeting and speak (if necessary).**
2. **To access Telephone Landline or Cell For Planning Board Meetings:**
 - **Call: +1 (646) 749-3122**
 - **Enter Access Code: 918-242-429 followed by the # sign**
 - **When prompted, enter the # sign to enter the meeting**

All Planning Board meetings are available for live viewing on Wolfeboro Community TV (WCTV) Channel 25 or on the WCTV Youtube Channel here: https://www.youtube.com/channel/UC5N_32r0_-c2UU1e_wUOfqw

I. Call To Order - 7:00 PM

II. Introduction of Planning Board Members (Roll Call Required and Indication of Others Present at Remote Locations)

III. Action Items

- a. ***Election of 2020 Planning Board Officers (Roll Call Vote Required)***
- b. ***Committee Appointments (Roll Call Vote Required)***
 - *Wayfinding Sign*
 - *CIP Committee*
- c. ***Planning Board Alternate Appointments***
 - *David Bolduc (3-Year Term) (Roll Call Vote Required)*
- d. ***CIP Committee Appointments – 2020 Year Term (Roll Call Vote Required)***
 - *Paul Whalen*
 - *Chuck Sumner*
 - *Suzanne Ryan*
- e. ***Rules of Procedure of Amendment (Roll Call Vote Required to propose adoption at 05/19 meeting)***
- f. ***Impact Fee Waiver Request (Roll Call Vote Required)***
James Kulage, Tax Map 072 Lot 001

IV. Scheduled Appointments / Public Hearings

V. Public Comment

VI. Other Business

- i. ***Short Term Rental Committee – Request for Neighborhood Association Representation***
- ii. ***Discussion of Site Plan Review Checklist/Common Site Plan Notes***
- iii. ***2020 Work Plan Prioritization***
- iv. ***Water Quality Master Plan Chapter***
- v. ***‘Collden Farms’ Construction Observation Report***
- vi. ***Updates***
 1. ***Parking and Loading Requirements Amendments***
 2. ***PlanNH Charrette***
 3. ***ADA Exemption in Zoning/Regulations***
 4. ***Road Standards Amendments***
 5. ***Master Plan Status***
 6. ***Administrative Decision – GALA – 23 Bay Street***

VII. Approval of Minutes

April 7th, 2020 (Roll Call Vote Required for Approval)

VIII. Adjournment (Roll Call Vote Required)

To Access the Virtual Meeting:

The public may observe and participate during public portions of the meeting remotely by joining the virtual meeting through GoToMeeting. GoToMeeting provides two (2) options for accessing the virtual meeting.

3. Computer, Tablet or Smartphone

- Click the following link:
 - **For Planning Board Meetings:**
<https://global.gotomeeting.com/join/918242429>
- You will be prompted to download the application.
- Once downloaded, you may need to double-click the downloaded application or allow the download to open.
- Once the program opens, please select how you would like to hear the meeting and speak (if necessary).

4. Telephone Landline or Cell For Planning Board Meetings:

- Call: +1 (646) 749-3122
- Enter Access Code: 918-242-429 followed by the # sign
- When prompted, enter the # sign to enter the meeting

*Please mute your microphone during the session or it may be muted by the coordinator.

If you would like to make a public comment to be read by staff during the public comment portion of the meeting OR as part of a public hearing, please email your FULL NAME, ADDRESS, and COMMENTS to planningdirector@wolfeboroh.us, with the subject line related to the item of business your comment is related to. This email inbox will be monitored throughout the meeting. Comments submitted once the public portion of the meeting or the relevant public hearing closes will not be read.

If you would like to speak during the public comment portion of the virtual meeting, please email your intention to speak with your FULL NAME and ADDRESS to planningdirector@wolfeboroh.us. The Chairperson will call on pre-registered participants by name. The microphone will be unmuted at that time.

**IF YOU ARE UNABLE TO ACCESS THE MEETING, PLEASE E-MAIL
PLANNINGDIRECTOR@WOLFEBORONH.US IMMEDIATELY.**

CHAIRPERSON SCRIPT

Good evening and welcome to the _____ meeting of the Wolfeboro Planning Board.

As Chair of the Planning Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order #2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;

We are utilizing the GoToMeeting platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the GoToMeeting platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through **dialing the following phone #+1 (646) 749-3122 followed by the audio access code 918-242-429, or by video following the directions on the Town of Wolfeboro Website posted on the home page under the Virtual Town Meeting Login Information page.**

b) Providing public notice of the necessary information for accessing the meeting;

We previously gave notice to the public of how to access the meeting using GoToMeeting, and instructions are provided on the Town of Wolfeboro website at wolfeboronh.us on the Virtual Town Meeting Login Information page.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;

If anybody has a problem accessing the meeting via phone or computer, please immediately call 603-391-8489 OR email planningdirector@wolfeboronh.us

d) Adjourning the meeting if the public is unable to access the meeting.

In the event that the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

e) Meeting Notes

Members of the Board will be unmuted for the entirety of the meeting. Members of the public will be muted for the meeting with the exception of public comment portions or public hearings.

I'd like to start the meeting with a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Thank you.