

**TOWN OF WOLFEBORO
TECHNICAL REVIEW COMMITTEE
June 14, 2017
MINUTES**

Members Present: Tom Zotti, Wolfeboro Fire Department, Adam Tasker, Public Works Department.

Members Absent: Dave O'Brien, Code Enforcement Officer, Mark Livie, Wolfeboro Police Department, Barry Muccio, Municipal Electric Department.

Planning Board Representative Present: Kathy Barnard, Chairman.

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

Chairman Barnard opened the meeting at 9:33 AM.

**Lucas Roasting Company, LLC
Minor Site Plan Review
7 King Street, Unit A
Case #2017-19
TM #203-25**

Troy Lucas stated the second floor would be occupied by a cleaning company and the first floor would consist of a coffee roasting business and walk in retail. He stated he has owned the business for ten years and moved from Virginia which he ran the business as a Home Occupation. He stated interior renovations are proposed; noting the left side of the interior space would be used for roasting, prep area, storage and packaging and the right side of the interior space would be used as a coffee bar serving area offering a full line of coffee including iced coffee, nitro coffee, cappuccino, etc. He stated the café is not a food based café rather, only coffee and brewing related items would be sold. He noted the area consists of 850 SF.

Matt Sullivan stated the Bay Street Limited Business District allows for retail and restaurant/restaurant carry-out; noting the proposal is not a strict conformity however, it does meet the district's uses. He confirmed no seating is proposed. He stated the applicant proposes three parking spaces and noted additional parking areas are available on site. He asked where the employees park.

Troy Lucas replied to the rear of the building.

Kathi Donahue Mann noted an overflow parking area is available.

Kathy Barnard questioned solid waste disposal.

Kathi Donahue Mann stated the dumpster belongs to Laconia Electric.

Troy Lucas stated the business does not generate a lot of trash and it would be disposed of at the Solid Waste Facility.

Matt Sullivan questioned on-site loading.

Troy Lucas stated five Fed Ex shipments would occur per day at the most.

Matt Sullivan questioned tractor trailer deliveries.

Troy Lucas replied yes, when coffee is being delivered; noting such would include pallets weighing 1500 pounds.

Matt Sullivan verified the use of the overhead garage door for the tractor trailer deliveries.

Jennica Lucas stated coffee deliveries occur only on an as needed basis, typically every 1-3 months.

Kathy Barnard questioned outdoor seating.

Troy Lucas stated such is not likely due to the distance between the overhead door and entry door; noting there is only enough space for one small table.

Matt Sullivan questioned changes to exterior lighting.

Kathi Donahue Mann replied no.

Matt Sullivan questioned modification to utilities.

Kathi Donahue Mann replied yes, both units are being changed to 200 AMP and noted she spoke to the Electric Department and is awaiting a cost estimate for the work.

Kathy Barnard questioned an odor associated with the brewing process.

Troy Lucas replied the odor would range from a roasting grain aroma to burnt toast.

Matt Sullivan asked how often roasting occurs.

Troy Lucas stated such would depend upon their roasting needs.

Kathy Barnard confirmed the roasting aroma would occur only during the day.

Matt Sullivan questioned the hours of operation.

Troy Lucas stated 7AM-5PM.

Jennica Lucas noted they attend farmers markets and other offsite activities and noted that she and her husband are the only employees.

Kathy Barnard questioned signage.

Troy Lucas stated such has not yet been developed.

Adam Tasker questioned whether take-out service is included in the proposal.

Troy Lucas replied no.

Tom Zotti stated he has reviewed the proposal with the business owners and reviewed the roasters and has no issues with such.

Matt Sullivan questioned whether the parking would be striped.

Kathi Donahue Mann replied no.

Matt Sullivan questioned ADA accessibility.

Kathi Donahue Mann stated a designated handicap parking space is located in the upper lot next to the ramp.

It was moved by Kathy Barnard and seconded by Tom Zotti to accept the application as complete. All members voted in favor. The motion passed.

Matt Sullivan opened the public hearing.

Bjorkman Clare, 37 King Street, questioned how quickly the odor would dissipate.

Troy Lucas stated the odor dissipates quickly and does not linger. He noted no complaints were issued by the neighbors when they roasted in their home in Virginia.

There being no further questions or comments, Matt Sullivan closed the public hearing.

Matt Sullivan reviewed the following recommended conditions of approval;

1. The following plans, as amended to the date of approval, are hereby incorporated into this approval:
Plan 1: Site Plan, 7 King Street, Owner: Donahue Realty Trust, 149 Rochester Hill Road, NH 03867, Project Location: 7 King Street, Wolfeboro, NH 03894, Tax Map 203 Lot 025, prepared by Kerry Fox, LLS, Lakes Region Survey Service, PO Box 489, Sanbornville, NH 03872. Dated 04/12/1999 and amended by Troy Lucas 5/23/2017.
Plan 2: Site Plan, Lucas Roasting Company, LLC, 7 King Street, Owner: Donahue Realty Trust, 149 Rochester Hill Road, NH 03867, Project Location: 7 King Street, Wolfeboro, NH 03894, Tax Map 203 Lot 025, prepared by Troy Lucas 5/23/2017.
2. The application, as submitted, does not satisfy all requirements for building, plumbing, electrical, or other permits.
3. The applicant shall pay all recording fees.
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. The applicant shall remove the parking calculations from the site plan.

It was moved by Tom Zotti and seconded by Kathy Barnard to approve the Lucas Roasting Company, LLC Minor Site Plan Review application, Case #2017-19, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

There being no further business before the Committee, the meeting adjourned at 10:04 AM.

Respectfully Submitted,

Lee Ann Hendrickson

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