



TOWN OF WAKEFIELD, NEW HAMPSHIRE

LAND USE DEPARTMENT

2 HIGH STREET

SANBORNVILLE NH 03872

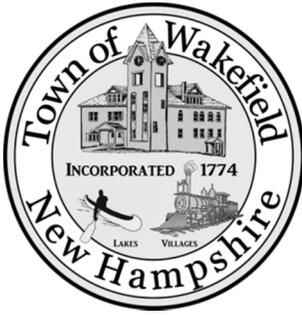
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Planning Board Meeting Notice & Agenda 7 July 2016, 7:00pm, Town Hall

- A. Pledge of Allegiance & Call the meeting to order
- B. Seat Alternates as necessary
- C. Public Comment
- D. Public Hearings:
 - None
- E. Preliminary Conceptual Review:
 - None
- F. Board Business:
 - Revise Development Regulations
 - Develop checklists
 - Potential zoning changes
 - Other
- G. Approval of minutes
- H. Correspondence
- I. Public Comment
- J. Set Next Meeting Date
- K. Adjournment

The Planning Board may enter into Non-Public Session, if so voted, under the Terms and Conditions of RSA 91-A:3, II (a) – (e).



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MINUTES OF THE PLANNING BOARD MEETING 16 June 2016

Draft: 6/23/16

MEMBERS		ALTERNATES		OTHERS	
Stephen Royle, Chairman	S H	Doug Stewart		Nathan Fogg, Land Use Clerk & Code Enforcement Officer	S H
Tom Dube, Vice Chairman	S H	John Blackwood		Mike Garrepy, Planning Consultant	
Connie Twombly, Selectmen's Representative		Nancy Spencer-Smith	S H	Richard Sager, Town Counsel	
David Silcocks, Member					
Dick DesRoches, Member	S H				

Also present were: Donna Martin (videographer), Murieka Rogers, Jeff Lebide, Bob Moriarty, Dan Dropski, & Catherine Allen.

CALL TO ORDER

1. Chairman Royle called the SITE WALK to order at 6:35pm.
2. Members reviewed the proposed layout of the driveway, parking, property lines, existing structures, tree to be removed, and potential areas for landscaping & drainage control.
3. S Royle concluded the site walk and recessed the meeting to be reconvened at town hall.
4. The meeting was reconvened at 7:05pm following the pledge of allegiance. N Smith was seated for D Silcocks.

PUBLIC COMMENT

5. None.

PUBLIC HEARINGS

- 6. Major Subdivision Application submitted by Berry Surveying & Engineering on property owned by Walter J Lowry 1995 Trust**, located at the intersection of Witchtrot and Oak Hill Roads, Tax Map 169, Lot 1. The applicants respectfully requested a continuation of the Hearing until August 18th 2016 by letter.

Motion: To continue the public hearing until 18 August 2016.
Made by: Nancy Spencer-Smith
Seconded by: Steve Royle
Discussion: None.
Vote: 4-0 in favor of the motion.

- 7. Site Plan Application** submitted by Daniel & Jennifer Dropski on property owned by Richard Wilson located at 45 Meadow Street, Wakefield, NH (Tax Map 179-135). The applicants are requesting a site plan review for their Boat & Marine Craft Dealer business within the existing buildings. The applicants have received a variance from the Zoning Board of Adjustment to operate a Boat and Marine Craft Dealer on this property within the Village Residential District.

Motion: To accept the Dropski Site Plan application as complete.
Made by: Dick DesRoches
Seconded by: Nancy Spencer-Smith
Discussion: None.
Vote: 4-0 in favor of the motion.

8. The PB reviewed the planning review. Zoning: a variance was received to allow the Boat and Marine Craft Dealer usage. The only condition placed was that the front exterior of the storage building needed to be made complimentary to the exterior of the office building.
9. Bob Moriarty (attorney for the Dropskis) noted that they were looking at fairly neutral colors for the exterior of the buildings. The exterior of the office building and the front of the service building (existing storage building) will be vinyl sided.
10. Many items were missing from the site plan sketch that will need to be addressed or waived. This site plan review is for the boat and marine craft dealer. Any additional uses would require a revision of the approval or a new approval.
11. N Fogg noted that some noise would be created by engine repair, but that the level of noise would be reasonable during normal business hours of 8am until 5pm. Weekend may have reduced hours of operation.
12. The narrative provided by the applicant addressed many of the notes in the planning review. D DesRoches noted that a larger scale sketch should be provided for final approval. N Fogg noted that he would prepare a larger scale sketch and add items

agreed upon at the meeting this evening. Bob Moriarty noted that they could add more of a narrative to clarify some issues. N Fogg will prepare the larger scale drawing and have the Dropskis sign the sketch to indicate their agreement with the proposed layout and amenities.

13. Plantings will be placed along the easterly side of the office building. A 15-foot minimum greenspace will be maintained between the sidewalk and the parking area. The combined driveway will be maintained as existing. They would also maintain greenspace along the edge of the parking in front of the service building from the range line of the building to the property line. The tree in front of the office building will be maintained. Plant two trees along the easterly edge of the parking area.
14. The applicants agreed to move the existing propane tank from the easterly side of the office building to the rear of the office building.
15. Parking and traffic flow should be set up to eliminate anyone from backing out onto Meadow Street.
16. The parking area will have ¾" crushed material placed to provide a solid parking area. The edge of the parking will have an 18" wide by 18" deep infiltration trench along the edge to promote infiltration of small rain events.
17. N Fogg noted that the NHDOT driveway permit should be obtained and/or updated.
18. A handicap parking sign will be placed on the side of the office building.
19. Police commented that they would like external lighting to make after hours patrolling easy for the officers. The Dropskis should schedule a walk through with the fire department to address any issues that they may have.
20. They plan to heat the office and a portion of the service building. A building permit will be required for any modifications to the buildings. New electric service will be provided to the office and the service building.
21. Mr Dropski noted that he uses the latest equipment and chemicals to be as green as possible. He follows the Pit Stop manual and has Clean Harbors pick up and remove hazardous materials.
22. Mr Dropski showed the PB the signs that he intends to place on the property. He is allowed one freestanding sign. Internally lit signs are not permitted. The freestanding sign will be placed between the driveway and the office building. A sign permit will be required and all signs must meet the design requirements. All lighting must be ground directed to protect the night sky. The sign they are required to put up is internally illuminated, which is not allowed. They can place the sign, but it must be externally illuminated.

23. Easement should be noted on the plan.

24. Waivers were discussed.

Motion: To approve the waivers (4.04; 12, 13, 16, 17, 30, 31, 32, 35, 36, & 37.)
Made by: Dick DesRoches
Seconded by: Nancy Spencer-Smith
Discussion: None.
Vote: 4-0 in favor of the motion.

25.

Motion: To approve the Dropski Site Plan application as complete.
Made by: Dick DesRoches
Seconded by: Steve Royle
Discussion: None.
Vote: 4-0 in favor of the motion.

BOARD BUSINESS

26. S Royle noted that they should use meetings without public hearings to review and update checklists, update the Development Regulations, and work on potential zoning changes.

APPROVAL OF MINUTES

27. D Stewart was seated to replace N Smith for approval of the minutes.

28. The PB discussed the minutes for clarification of the previously approved business which is a vinyl print shop not a screen printer as previously noted.

29. Approval of the minutes from 2 June 2016.

Motion: To accept the minutes of 2 June 2016.
Made by: Tom Dube
Seconded by: Steve Royle
Discussion: None.
Vote: 3-0-1 with Dick DesRoches abstaining.

30. N Fogg noted that the ZBA will meet to discuss a Motion for Rehearing by Sanbornville DG on June 27th at 7pm.

CORRESPONDENCE

31. Emailed to members as received.

PUBLIC COMMENT

32. None.

SET MEETING DATE

33. The next regularly scheduled PB meeting will be 7pm, Thursday, July 7th, 2016 in Town Hall.

ADJOURNMENT

MOTION:	To adjourn the meeting at 8:35 pm.
Made by:	Steve Royle
Seconded by:	Tom Dube
Discussion:	None
Vote:	4-0 in favor of the motion.

Respectfully submitted,
Nathan Fogg