



TOWN OF WAKEFIELD, NEW HAMPSHIRE
PLANNING BOARD

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MINUTES OF THE PUBLIC HEARING
March 21, 2013

Final Copy

MEMBERS		ALTERNATES		STAFF	
Stephen Royle, Acting Chairman	X	Doug Stewart	X	Michelle MacDonald, Secretary	X
Dick DesRoches, Member	X	Gerard Levesque		Arthur Capello, Bldg. Inspector	X
Charlie Edwards, Selectmen's Rep	X			Mike Garrepy, PB Consultant	X
David Silcocks, Member	X			Rick Sager, Town Attorney	

Let the record show Stephen Royle acted as Chair. The Board will re-organize at their next regularly scheduled meeting on April 4, 2013. Alternate Doug Stewart sat in as a member. Tom Dube has not been sworn in.

Also present were: James St Cyr; Barbara St Cyr; Kathryn Pierce; Kenneth Pierce; Valerie Ward (video); Wade Ward (applicant); Pam Judge; Connie Twombly; Jim Theodore; Nancy Spencer Smith and John Blackwood.

Chairman Royle called the meeting to order at 7:00pm following the Pledge of Allegiance.

PUBLIC COMMENT

- Chairman Royle asked if there was any public comment. Pam Judge asked the Board what the Heritage Commission should do regarding presenting the proposal for the Master Plan. Mrs. Judge stated they should have a workshop with the Planning Board then have a public hearing. Mrs. Judge asked the Board what the direction is. Mr. Royle asked if the proposal was finished. Mrs. Judge stated they were almost complete. The Board had a discussion. The Board and Mrs. Judge made the decision to have the workshop at the regularly scheduled Planning Board meeting on April 18, 2013. Mrs. Judge will have copies for the Board to review prior to the work shop.

PUBLIC HEARING

- **Mary Antoinette Jackson**, applicant has filed a Request for Amendment to Subdivision Plan Application for property located at 10 Anglin Road – Wakefield – Tax Map 92, Lot 15.

Chairman Royle invited Wade Ward to approach the table. Mr. Wade stated for safety concerns they moved the road from the center of the property to the outside of the property. Mr. Wade asked the Board if they had time to review the plan. The Board had reviewed the plan prior to the meeting. Mr. Wade stated they had verified the deeds for the properties that would be affected to make sure this change would not impact anyone who currently had access to the road. Mr. Ward mentioned anyone who had access to the old road will still have access to the new road. Mr. Royle asked Mr. Wade if these are deeded right-of- ways. Mr. Wade stated they were.

Mr. Garrepy stated he reviewed the application and had a few questions. He mentioned he had sent the questions to the Board for review. Mr. Garrepy stated his suggestion was for the Board to require the applicant to produce the documents so they can be reviewed. Mr. Wade stated he has already provided said documents. The Board had a discussion on 911 and right-of-ways.

Mr. Edwards stated in order for Mr. Wade to get a Certificate of Occupancy he needs to provide a 911 number that meets where his driveway comes out. The Board had a discussion. Mr. Wade stated the new road has been used for over a year now they just have to make it legal. Mr. Wade mentioned the road association for the old road still exists for the new road.

MOTION: To accept the application as exists
Made by: Doug Stewart
Seconded by: Dick DesRoches
Discussion: None
Vote: Unanimous

Mr. Royle opened the Public Hearing at 7:12 pm. The Board had a discussion. James St Cyr showed concern about the turn around that used to exist at Mr. Wade's driveway. Mr. St Cyr was wondering if the road would be wide enough for the Fire Department. Mr. Wade stated the turn-around is still in existence and will not be changed. The Board had a discussion about lot 5 and the discontinuance of the driveway easement. Mr. Edwards asked Mr. Wade if he had any issues with Mike Garrepy's review. Mr. Wade stated he was fine with them and that they have already been met. The Board had a discussion about the conditions that should be included with the approval.

Mr. Royle asked Mr. Capello if there were any penalties for moving the road before it has been approved. Mr. Capello stated the only gamble is if the Planning Board doesn't approve it. The Board had a discussion about how Mr. Wade accesses his property.

Mr. Garrepy stated he should provide a large “blow up” version of the current plan with the current conditions. Mr. Wade stated upon approval of the plan the plan will be finalized. The discontinued roads will be removed and the final Mylar will be submitted. Mr. Garrepy stated it would be nice to see and review the new plan before the plan was approved. The Board and Mr. Garrepy had a discussion.

Nancy Spencer Smith stated she was not present for earlier discussion and wanted to know if the new road met Town specs. The Board had a discussion and agreed the road did meet Town regulations.

MOTION: To approve the application with the following conditions: existing property owners that have rights-of-way over the existing Anglin Road would have those rights preserved over the new road; a plan be submitted that shows the final orientation of the new road and have the fire and police departments review the proposed relocation and submit comments to ensure life/safety have been addressed.

Made By: Dick DesRoches

Seconded by: Doug Stewart

Discussion: None

Vote: Unanimous

BOARD BUSINESS

- **Letters of Interest for Alternate on the PB Board-** John Blackwood and Nancy Spencer Smith

Chairman Royle mentioned the Board had two letters submitted one from John Blackwood and the other from Nancy Spencer Smith. Chairman Royle read both letters to the Board (both letters are available in the Land Use Office, during normal business hours). The Board had a discussion.

Chairman Royle stated there were actually 5 spots available for alternates on the Planning Board so the Board decided to appoint both Mr. Blackwood and Ms. Spencer Smith.

MOTION: To appoint John Blackwood and Nancy Spencer Smith as alternates on the Planning Board.

Made by: Dick DesRoches

Seconded by: Steve Royle

Discussion: None

Vote: Unanimous

- **Discussion about forming a Committee for the Capital Improvement Plan**

Mr. Edwards stated the Board needed to start thinking about forming a Committee. The Board had a discussion about who actually needs to be part of the Committee. RSA 674:5 States shall

include at least one member of the Planning Board and may include but not limited to other members of the Planning Board, the Budget Committee, or the town or city governing body.

Mr. Edwards asked Michelle MacDonald, Secretary if she would get the word out that the PB is looking to form a Committee and see if there is anyone who would be interested. Chairman Royle asked if an alternate could serve on the Committee. Mike Garrepy, Planning Consultant stated it was up to the Board as to who they wanted on the Committee. The Board had a discussion. Pam Judge asked the Board if the CIP that was put into place a couple years back was being followed. Mr. Garrepy stated the Budget Committee is supposed to be reviewing the CIP on an annual basis to determine if the projects in the plan should be funded. The Board had a discussion. The Board agreed to continue this discussion at the next regularly scheduled meeting on April 4, 2013.

- **Zoning Ordinance** – Board discussed who will enter the changes in the Zoning Ordinance that passed in the 2013 Election.

Chairman Royle stated the Planning Board had two changes that needed to be entered in the Zoning Ordinance pending the recount of Article 2 on Monday March 25, 2013. Mr. Capello stated he has seen other Towns Zoning Ordinance when an article is modified the date of the modification is included in the article. The Board agreed this would be helpful. Mr. Capello mentioned the 2011 Zoning Ordinance needed to be modified. The changes were approved but a couple changes were never entered in the Ordinance. The Board agreed to have Michelle MacDonald, Secretary enter the amendments into the Zoning Ordinance.

- **19 Annual Spring Planning and Zoning Conference**

Michelle MacDonald talked to the Board about the conference and stated if any member or alternate was interested in going they would have to see Mrs. MacDonald to register. The conference is on May 11 and lasts from 8:00 am to 3:30 pm.

Chairman Royle mentioned to Mrs. MacDonald that some of the minutes on the website are not opening and some still have “draft” instead of “final”. Mrs. MacDonald stated she would contact the Web Master to get the issue resolved.

OLD BOARD BUSINESS

- Mr. DesRoches asked the Board about the Home Enterprise Application that Richard and Deanna might have needed to file from the last meeting. Mr. Edwards stated Mr. Capello straightened it out and they will not have to fill out a Home Enterprise Application at this time. The Board had a discussion.
- Mr. Stewart made a suggestion to the Board and asked them to consider. His suggestion could help the Board with creating warrant articles this coming year. Mr. Stewart stated it was obvious the Board had struggled the last couple of years with getting the warrant articles created, done on

time, etc. Mr. Stewart felt the Board should take advantage of Mike Garrepy's expertise. Mr. Stewart asked Mr. Garrepy this question "If you were a resident of Wakefield what would you change?" The Board had a discussion.

Mr. Stewart stated he doesn't want to dismiss what Arthur Capello has done in the past but doesn't feel it would be fair to put Mr. Capello in the same situation again. Mr. Stewart suggested the Board write the articles while taking input from Mr. Capello but not the other way around.

Pam Judge suggested that any members of the Board that haven't familiarized themselves with the Master Plan should do so. The Master Plan was put together with the input of the community at many meetings not just the Planning Board. Ms. Judge stated the Master Plan is supposed to be the Towns guide. The Board had a discussion.

The Board had a discussion on Zoning and what they would like to concentrate on for the coming year. Mr. Garrepy felt the Board needed to concentrate on a few issues rather than many. The Board continued a lengthy discussion on the Route 16 corridor. Ms. Judge felt the Board should concentrate on keeping and developing the Heritage of the villages of Wakefield.

APPROVAL OF MINUTES

MOTION: To approve the minutes of March 7th as written.
Made By: Dick DesRoches
Seconded By: Charlie Edwards
Discussion: None
Vote: 4 in favor/ 1 abstained

ADJOURNMENT

MOTION: To adjourn the meeting at 8:23 pm
Made by: Charlie Edwards
Seconded by: Doug Stewart
Discussion: None
Vote: Unanimous

Respectfully submitted,

Michelle MacDonald

Michelle MacDonald
Planning Board Secretary

John Blackwood, Chair

Charlie Edwards, Selectmen Rep

Steve Royle, Member

Tom Dube, Member