



TOWN OF WAKEFIELD, NEW HAMPSHIRE
LAND USE DEPARTMENT

2 HIGH STREET
SANBORNVILLE, NEW HAMPSHIRE 03872
TELEPHONE 603.522.6205 X309 FAX 603.522.2295

MINUTES OF THE PLANNING BOARD MEETING
7 November 2013

Approved 11/21/13

MEMBERS		ALTERNATES		OTHERS	
Stephen Royle, Chairman	X	Doug Stewart	X	Nathan Fogg, Land Use Clerk & Code Enforcement Officer	X
Tom Dube, Vice Chairman	X	Gerard Levesque	X		
Connie Twombly, Selectmen's Representative	X	Nancy Spencer-Smith			
David Silcocks, Member		John Blackwood			
Dick DesRoches, Member	X				

Also present were: Jeanne Desjardins, Skip McEvey, Sharon Meader, John Meader, Thomas Stevens, Raymond Bisson, George Promise, Roberta Stevens, Gary Stevens, Chris Desjardins, John Lewis, Jin Lian Zhang,, Deb O'Halloran, Barbara Singilus

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

PUBLIC COMMENT

1. None

PUBLIC HEARINGS

2. WONTON's, Jin Lian Zhuang, Insignificant Change of Use Application, TM 89-4, 4774 White Mountain Highway. A copy of the garage plans and a tax map were used for discussion.
3. Mr Fogg noted that the proper newspaper notification had been placed, abutters had been notified, fees paid, and meeting posted as required.
4. The proposed 2-car garage will be located approximately 40 feet behind the existing restaurant building, 15 feet off the existing parking area behind the north end of the building.
5. Several of the PB members had been to the site a viewed the stakes placed at the approximate corners of the proposed garage.
6. J Zhuang presented a written request for a waiver from Section 1.05 of the Site Plan Regulations which requires a major site plan review for a building in excess of 500 sf.

MOTION: To waive Section 1.05, A, #2 "Expansion of the building coverage on a site by more than 500 SF.

Made by: Dick DesRoches
Seconded by: Connie Twombly
Discussion: None
Vote: 5-0 in favor of the motion.

MOTION: To accept the Insignificant Change of Use Application as complete.
Made by: Dick DesRoches
Seconded by: Connie Twombly
Discussion: None
Vote: 5-0 in favor of the motion.

7. Chairman Royle opened and closed the public input portion of the hearing. None present spoke to the application.

MOTION: To approve the Insignificant Change of Use Application for a 2-car garage without conditions.
Made by: Dick DesRoches
Seconded by: David Silcocks
Discussion: None
Vote: 5-0 in favor of the motion.

8. GREAT EAST DOCKS, John and Sharon Meader, Major Site Plan Review & Conditional Use Application, TM 121-6, White Mountain Highway.
9. The Meaders and their surveyor Raymond Bisson presented a brief overview of the project. They have received and installed their driveway per their NHDOT permit, with the exception of paving. They are asking for approval of phase 1, which includes the Dock and Marine Craft Dealer retail and office space as well as the attached storage building. The proposed phase 2 Boat Rack Storage Building is shown for discussion purposes only and not part of the application for approval at this time.
10. J Meader reviewed the elevation views of the building, intended to look like a house and barn. The access doors to the storage area are on the east side of the building facing away from the highway. Light will be placed on the corners of the building. The exterior of the small building will have white vinyl siding and a green roof. The larger storage building will be red with a green roof.
11. The smaller building will be 2-story with a basement. The lower floor will be retail sales (boat & dock accessories), the upper floor will contain a break room, office space, & conference room. N Fogg noted that he had spoken with town counsel regarding the retail and office space because they are not permitted uses within the R-III zoning district. As long as they are limited strictly to the Boat and Marine Craft Dealers business, they are allowed as part of that business only.
12. R Bisson reviewed the drainage design, which consists of infiltration areas and rain gardens as shown on the plan. The plan detail shows the use of ¾" stone. T Dube noted that 1-1/2" stone may be better to work with and maintain. All BMPs require periodic maintenance. By consensus the PB agreed.

13. There will be lighting at the corners of the buildings that will be controlled by timer or motion sensor.
14. N Fogg reviewed the TRC comments. The main concern is traffic turning and entering Route 16. Chief Fifield also wanted the buffer area thinned to allow traffic to see and anticipate traffic approaching the highway. A dry hydrant exists approximately 1 mile south of the site on the east side of Route 16.
15. N Fogg also spoke with 2 engineers from NHDOT District 3 in Gilford. The estimated traffic volume for this type of use is well below the 100 trips per hour peak that would trigger turning lanes and/or other modifications by NHDOT. If NHDOT found that peak hourly trip count exceeded 50 trips per hour, they would start looking into possible changes. Specific safety concerns could be conveyed in a letter by an individual or the PB addressed to NHDOT, District 3.
16. The existing drainage swale at the top of the slope down to Route 16 will keep and sheet flow from the site from eroding the slope down to Route 16.
17. What amount should be bonded was questioned.

MOTION:	To accept the Major Site Plan and Conditional Use Application as complete.
Made by:	Tom Dube
Seconded by:	Dick DesRoches
Discussion:	None
Vote:	5-0 in favor of the motion.

18. The public input portion of the hearing was opened.
19. Several abutters (D O'Halloran, G Promise, C Desjardins) spoke about concerns regarding the safety of turning and entering traffic as a result of this business. The converging of the truck lane near the proposed entrance as well as the turn lane for Wilson Road just north of the site are both very dangerous areas along Route 16. Many have had close calls in that area of Route 16.
20. The Stevens noted that Retail Sales & Offices are not allowed. He also questioned what the definition of Boat and Marine Craft Dealers because it is not in our definitions. He was also concerned about a business being allowed in the Residential 3 Zone. The zone is primarily for residential use, which this proposed use clearly does not fall into. The plan looks great and they spoke directly to NHDOT about the driveway permit. They are concerned that this will open the door for Route 16 to become all commercial and become less desirable looking like another town in the area. There was also concern that since the Meaders were not going to live at the property, they might not keep it as neat as the neighboring residences.
21. D Desroches noted that there are non-residential uses are allowed in most of the residential zones within Wakefield.

22. Boat and Marine Craft Dealers was added as an allowed use in 2012.
23. J Meader stated that boat winterization would take place within the proposed building. Phase 1 would only allow for 10 – 15 boats in the building for storage. They may be some boat repair done on the premises. Any repair would be done within the building.
24. C Desjardins was concerned as to how all the trees towards his property to the north were removed up to the property line. J Meader agreed to place screening along the northern boundary. He would prefer to use vegetative screening rather than a fence or other means. Perhaps a vegetative buffer of evergreen trees could be reestablished.
25. D Silcocks suggested that because winterization and repair may be performed within the building that the NHDES “Pit Stop Manual” procedures should be adopted and required to be followed.
26. There were two previous Conceptual Hearings held for this potential project, which are non-binding for either the applicant or PB.
27. The public input portion of the hearing was closed.
28. The board discussed the waiver requests for: Section 4.05 Engineer Certification of Plans, and Section 4.10-E-8 Fire Protection Plan. The PB is satisfied with the infiltration trenches shown to adequately address stormwater runoff. J Meader stated that smoke & heat detectors would be installed within the building for early detection of any fire related problem. Those details would be addressed part of the building permit review. There is a dry hydrant approximately 1 mile south of the proposed site on the easterly side of Route 16.
29. There was discussion regarding overhead or underground utilities. J Meader stated that he did not know which way PSNH would come from, but that he would attempt to run underground from the last pole to the building.
30. N Fogg discussed other issues regarding the plan. Snow storage shown or noted on the plan, exterior lighting ‘ground directed’ to protect the night sky, and landscaping details.
31. N Fogg was directed to write a letter to NHDOT discussing Route 16 concerns in the area of the proposed site plan including: merging traffic, adding a turning lane, signage, & reduce the speed limit. Also check with the Chief Fifiel to ensure any comments parallel his comments and requests.
32. NHDOT approved driveway width is 24 feet plus the turning radius.

MOTION:	To approve the two requested waivers: 4.05 Engineering Certification of Plans, and 4.10-E-8 Fire Protection Plan for Tax Map 121-6.
Made by:	Tom Dube
Seconded by:	David Silcocks
Discussion:	None
Vote:	4-1 in favor of the motion.

MOTION: To approve the Conditional Use Application to approve Boat Storage as a permitted use part of the proposed site plan.
Made by: Tom Dube
Seconded by: Dick DesRoches
Discussion: None
Vote: 4-1 in favor of the motion.

33. Bonding was discussed. N Fogg stated that we want to protect from the worst possible outcome, that the land is stumped and stripped of topsoil and the applicant leaves town. A bond should be in place to stabilize the site should this happen. An amount of \$5,000 was agreed upon as an erosion control/landscape bond to protect against the site being abandoned or landscaping/drainage not being completed.

MOTION: To conditionally approve the Major Site Plan Application with the following conditions: 1. \$5k bond for erosion control/landscaping, 2. Note on the plan about snow storage along the edge of the paved & graveled drive area, 3. Note on the plan that all exterior lighting shall be ground directed to protect the night sky, 4. Evergreen plantings along the northern boundary, and 5. A note that the State Pit Stop Manual shall be adopted and followed as part of this approval.
Made by: Dick DesRoches
Seconded by: Tom Dube
Discussion: None
Vote: 4-1 in favor of the motion.

BOARD BUSINESS

34. Proposed Zoning Changes: N Fogg will send our proposed changes to the town counsel for review and get the SB2 schedule to ensure that we get all public hearings in before any deadlines. D DesRoches will send language to N Fogg about the change to Article 15, Performance Standards with 250 feet of a Lake or Pond. The PB is also considering changing: multi-family living area to 800 SF, add garages as an allowed use, remove Family Compound, add Nano-Brewery definition and/or allowed use, & private campground rules.
35. Nano-Breweries are new to the state and need to be incorporated into Zoning Ordinance and Site Plan Regs.
36. CIP Update: A meeting is scheduled for Tuesday, November 12th for final review of proposals. N Fogg will confirm whether a public hearing needs to be held and who, if anyone needs to approve the CIP.
37. Applications expected to be received shortly: 1. Tumbledown Farms is applying for a Use Variance for the Brew Pub portion of their upcoming Site Plan Application; 2. Martell intends to apply to install another boat storage building at Sunshine Acres; 3. There will be a conceptual hearing on November 21st to develop the Kinville property diagonal from the Irving Station.

38. N Fogg should check with M Gerrapy for review and perhaps engineering review in addition to planner review. We need to clarify density calculations within Article 18.
39. N Fogg also questioned whether filled wetlands still has a setback. The PB concluded that when wetlands are legally filled, the wetland setback goes away.
40. The Lake Forest litigation has moved forward per the PB's request. N Fogg spoke with D Mankus. D Mankus questioned that if we held him to 600 SF of building footprint can he have a second floor? The PB felt that we talked to D Mankus during a 'break in litigation', but now with an ongoing motion we should not talk to him until the lawsuit is resolved.

APPROVAL OF MINUTES

MOTION: To approve the public minutes of the 10/03/13 PB meeting
 Made by: Tom Dube
 Seconded by: Dick DesRoches
 Discussion: None
 Vote: 4-0-1 in favor of the motion with C Twombly abstaining

MOTION: To approve the public minutes of the 10/17/13 PB meeting
 Made by: Tom Dube
 Seconded by: Connie Twombly
 Discussion: None
 Vote: 4-0-1 in favor of the motion with David Silcocks abstaining

CORRESPONDENCE

41. None presented.

SET MEETING DATE

42. The next regularly scheduled PB meeting will be Thursday in November (11/21)

ADJOURNMENT

MOTION: To adjourn the meeting at 8:47 pm
 Made by: David Silcocks
 Seconded by: Tom Dube
 Discussion: None
 Vote: 5-0 in favor of the motion

Respectfully submitted,
 Nathan Fogg, Town of Wakefield NH, Land Use Clerk