



**TOWN OF WAKEFIELD, NEW HAMPSHIRE
PLANNING BOARD**

2 High Street
Sanbornville, New Hampshire 03872
Telephone: (603)522-6205 Fax: (603)522-2295

**MINUTES OF THE PUBLIC HEARING
October 4, 2012**

Final Copy

MEMBERS		ALTERNATES		STAFF	
Paul Winckler, Chairman	X	Richard DesRoches	X	Michelle MacDonald, Secretary	X
John Blackwood, Vice-Chairman	X	Doug Stewart	X	Arthur Capello, Bldg. Inspector	X
Charlie Edwards, Selectmen's Rep	X	Gerard Levesque	X	Mike Garrepy, PB Consultant	
Stephen Royle	X				
Tom Dube arrived at 8:00 pm	X				

Attendees present: Dave Mankus, Sarah Kelley Ford, John Hilabreth, John Chrisman, Amanda Rizner, Jason Fisher, Bernard J. Broder, Kerry Fox, Steve Brown, Barbara Barreiro, and Jacalyn Moriarty.

Chairman Winckler opened the meeting at 7:00pm, with the Pledge of Allegiance to the Flag. Let the record show Alternate Member Doug Stewart sat in for Member Tom Dube.

PUBLIC COMMENT

1. Kerry Fox

Mr. Winckler asked Kerry Fox if he had a question or a presentation. Mr. Fox said he had a few question and would be brief. Mr. Fox stated he is working on a subdivision application for the Fisher Farm. He felt what they had would be a simple subdivision. Mr. Fox passed out a map of the farm to the Board and stated that this was agricultural land so minimum lot size is a five acre tract. He stated what the Board was viewing in yellow was a five acre lot. This is the Fisher Farm located on Ballards Ridge Road. Mr. Fox stated this was gifted land to Jason Fisher who was present with him tonight. This is the parcel of land that Mr. Fisher wants to build a house on. Mr. Fox mentioned that he reviewed the subdivision regulations and will either be looking at a major or a minor subdivision. He asked the Board if it was still a law if you went with a minor subdivision that you couldn't divide again. Mr. Winckler stated "as far as he knew but he wasn't really sure". Mr. Fox stated that there were other family members and thought there maybe another gift of land in the future. Due to this fact Mr. Fox thought Mr. Fisher would have to go with a major subdivision. Mr. Fox was concerned about the large amount of fees that have to be paid up front. He was wondering how these fees could be worked around. Mr. Royle asked if the \$500.00 fee collected upfront for the Planning Consultant was for his time spent. Mr. Capello stated the \$500.00 is collected upfront and whatever is unused goes back to the home owner. The Board had a brief discussion on fees.

Mr. Winckler stated Mike Garrepy, Planning Consultant couldn't make the meeting and said that he wanted to discuss this with Mr. Garrepy to see if it could be done legally. Mr. Capello stated as far as waving the fees the Board has the ability to vote.

Mr. Edwards showed some concern and stated this was family land and the Fishers have lived in this community for a very long time. Mr. Edwards wanted to know why they would have to do a major subdivision. Mr. Blackwood stated that years back developers would come and take big chunks of land and subdivide into little chunks. A rule was created and passed so if someone did a minor subdivision they could not subdivide again. The Board had a lengthy discussion on major and minor subdivision. Mr. Fox asked the Board what would have to happen in order for the fees to be waved. Mr. Winckler stated that the Board would have to vote. The Board had a brief discussion about the fees for a major subdivision. A motion was made.

MOTION: To wave the upfront collection of the consultant fees
Made By: John Blackwood
Seconded By: Charlie Edwards
Discussion: None
Vote: Unanimous

2. Dave Mankus – Natural Resource Chapter

Mr. Mankus reminded the Board for the last two years the Conservation Committee had asked for additional consultant fees to work on the Heritage and Natural Resources Chapter. Mr. Mankus stated they have come across someone who is able to achieve this. Mr. Mankus gave the Board a proposal and some sample work from Rick Van de Poll who is an Ecosystem Management Consultant. Mr. Mankus stated the proposal lets the Board know what they would have to do and how much it would cost. The cost was approximately \$17,000.00. Mr. Mankus suggested that he write a bid package to attract any and all bids from qualified people and award a contract to achieve this before December. Mr. Mankus felt Rick was well qualified. The Board had a brief discussion. Mr. Winckler felt the proposal cost too much and is an overkill. The Board had a brief discussion about wetlands.

Mr. Winckler stated that Natural Resources is something that changes frequently and didn't feel the research was necessary. Mr. Winckler told Mr. Mankus that the Natural Resources Chapter only needed to be updated. Mr. Mankus told the Board that he invited Rick to the next Planning Board meeting so they could ask him any questions they might have. Mr. Royle asked how much of the budget the Conservation Commission was entitled to. Mr. Mankus was not aware how much that was. The Board had a discussion.

Mr. Edwards asked if the Natural Resources Chapter was required by law. Mr. Winckler replied "it was not". Mr. Mankus stated he was looking for the Board to agree to talk to Rick the next meeting. The Board had a discussion on encumbered money from the budget last year. Mr. Edwards asked Michelle MacDonald, Planning Board Secretary to research how much money was encumbered.

Bernard Broder stated as a taxpayer he would rather see it put out to bid and do what is minimally required by law. The Board had a discussion on bidding. Mr. Mankus stated if they cant find a way to do this then they should stop telling the taxpayers they will.

PUBLIC HEARING

- **Amanda Rizner has filed a Conditional Use Permit for property located at 11 Meadow Street, Wakefield – Tax Map 179, Lot 132.**

Mr. Winckler invited Amanda Rizner to approach the table. Mr. Winckler asked Amanda if she wanted to open a Veterinary Hospital. Mrs. Rizner stated “a small animal hospital”. Mr. Winckler asked if there were any questions. Mr. Blackwood asked where this was going to be located. Mrs. Rizner stated “the Dow building”. Gerry Levesque asked if there were going to be any outside kennels. Mrs. Rizner replied “no”. Mr. Edwards asked where they would go to the bathroom. Mrs. Rizner stated there was a fenced in back yard. A motion was made.

MOTION: To accept the application
Made by: Doug Stewart
Seconded by: John Blackwood
Discussion: None
Vote: Unanimous

Mr. Winckler asked if anyone would like to speak for or against the applicant. Mr. Broder thinks it’s a great opportunity for the Town. Mr. Winckler mentioned that the Dow building is a historical building. He asked Mrs. Rizner if she planned on altering the building in anyway. Mr. Rizner stated that they will be keeping the building the way it is other than a fresh coat of paint. They love the character of the building. Mr. Winckler stated that this could be a condition that they keep the character of the building. The Board and the Rizners had a brief discussion about the Dow sign and whether the building is registered. Mr. Broder stated being the owner he wanted to take the black Dow Academy sign with him and mentioned that the sign is not historical since he knew who put it up. Mr. Capello stated the Veterinary sign should replace the Dow sign same style and size. Mr. Stewart asked Arthur Capello, Building Inspector if the Dow sign was taken down and replaced with a sign the same size would that fit in our zoning. Mr. Capello stated “it would be grandfathered in”. Mr. Royle felt that keeping the historical plague was most important. Mr. Winckler asked if there were any more questions. Mr. Royle asked if there was significant parking? Mr. Broder stated that because of the Town’s Zoning the three buildings must be sold together so the parking will stay intact. Mr. Blackwood asked if there were any animals that would be staying overnight. Mr. Rizner replied “no overnight boarding”. Mr. Royle stated there should be a condition of no animals overnight. Mr. Capello stated if the Board wishes to grant the approval that he would like three conditions 1. That all permits and building codes be met. 2. Any fire

Department requests be met. 3. Need a record of all veterinary licenses. A motion was made.

MOTION: To accept the application with the following conditions: no overnight boarding or outdoor kennels, building and fire code be met, veterinary licenses on file, Character of historical building stay intact and that the plaque remains on building.

Made By: Steve Royle

Seconded by: John Blackwood

Discussion: None

Vote: Unanimous

BOARD BUSINESS

There was no new Board business

OLD BOARD BUSINESS

1. Arthur Capello – SB 2 . Official Ballot Town Meeting

Mr. Capello told the Board to refer to the handout that they received in their packets. Mr. Capello stated there were some important dates for the SB 2 the Board should be making. He mentioned that November 12th is the first day to accept petitions to amend zoning, December 12th is the last day to accept petitions. December 21st is the last day to post public notice for the first public hearing. January 1st is the last day to hold first public hearing. Mr. Capello stated the Board needed to have a public hearing in December. He suggested the Board have a hearing in December and one in January. January 4th is the last day to post and publish notice for final hearing. The Board should pick two days and we can post a hearing for both days. The Board chose to have the first public hearing on December 20th and the second public hearing on January 10th.

2. Arthur Capello – Zoning Changes

Mr. Capello stated that he took the Planning Boards feedback from the last meeting and made the changes.

- **Page 7** – Mr. Capello added a drive thru as a conditional use in most of the zones except for RII. They are not allowed in RII or Industrial. The Board had a lengthy discussion. John Hilabreth stated he has something to do with the In Town Diner on Route 153 across from the dump. He mentioned he was aware that some people had some issues with drive thru's but stated he could do twice the business if someone could drive up to his place and get a cup of coffee. The Board had a brief discussion.
- **Page 36 – Conservation Subdivision-** Mr. Capello stated this was the Conservation Subdivision and the Board requested the following wording be removed: Include a full

basement with poured foundation of concrete floor. Mr. Capello stated he wrote; 850 square feet of finished livable floor area and must reflect the Towns historical New England character.

- **Page 44 – private camp sites** – Mr. Capello stated per request of the Board he added at the bottom of # 1 a private campsite may not be used as a year round dwelling. Doug Stewart mentioned this was exactly what he wanted to say. The Board had a brief discussion.
- **Page 58** - The Board had a brief discussion on family dwellings.
- **Page 71 – expanding a non-conforming structure.** Mr. Capello stated the Board asked him to add language around Storm Water Management; any expansion of non-conforming structure other than upward must have storm water management plan approved by the building inspector prior to permit being issued. Mr. DesRoches stated he wanted to add one additional sentence; the storm water management plan must indicate that all runoff resulting from the added construction is treated on site through the use of best management practices techniques. Mr. Capello stated the only difference between what he said and what Mr. DesRoches said was the words best management practices which are easy to add. The Board had a brief discussion.
- **Page 79 – definition of a bunk house** – Mr. Capello stated the Board wanted him to add; the bunk house must receive all New Hampshire permits around septic and shore land. A bunk house may not be used as a year round dwelling unit. The Board had a brief discussion.

Mr. Capello stated those were all the changes the Board requested from last meeting. The Board had a brief discussion.

3. **Michelle MacDonald – Application revisions** – Michelle MacDonald showed the Board the application with the approved changes from last meeting. The Board had a brief discussion on the changes. A motion was made.

MOTION: To accept the changes
Made By: Charlie Edwards
Seconded by: John Blackwood
Discussion: None
Vote: Unanimous

CORRESPONDENCE AND MISCELLANEOUS

1. John Hildreth – Preliminary discussion

Mr. Winckler invited Mr. Hildreth to approach the table. Mr. Hildreth asked the Board if they were all familiar with the SAU building. Mr. Hildreth stated that he was thinking about putting a diner in half and a country store in the other half. He was wondering from the Planning Board if he should go forward with this. The Board had a brief discussion. The Board thought this was a good idea. Mr. Hildreth asked what he had to do to move forward with this idea. Mr. Blackwood stated that he would have to apply for an Insignificant Change of Use Application and pay the fees. The Board had a brief discussion. Mr. Dube told Mr. Hildreth to draw up a parking plan.

2. Steve Brown – Strafford County Regional Transportation – Mr. Dube stated that Steve Brown has been attending these meetings. Although he is not a Planning Board representative he would be more than happy to be our liaison for that Board if the Planning Board wanted. The Board had a brief discussion. Mr. Winckler asked Mr. Brown how he feels about this. Mr. Brown wanted to be the representative. Mr. Brown needs a letter of recommendation from the Planning Board to the Selectmen.

APPROVAL OF MINUTES

The minutes were dated wrong so Mr. Winckler stated the minutes will be approved with changes next meeting.

Let the record show that Paul Winckler has resigned as Chair of the Planning Board due to medical issues. He will take the place of John Blackwood as Vice- Chair and Mr. Blackwood was appointed as Chair. A motion was made.

MOTION: To accept the resignation of Paul Winckler as Chairman and appoint John Blackwood as Chairman.

Made By: Charlie Edwards

Seconded by: John Blackwood

Discussion: None

Vote: Unanimous

MOTION: To appoint Paul Winckler as Vice – Chair

Made By: Steve Brown

Seconded by: John Blackwood

Discussion: None

Vote: Unanimous

ADJOURNMENT

MOTION: To adjourn the meeting at 8:53 pm

Made by: Charlie Edwards

Seconded by: John Blackwood

Discussion: None

Vote: Unanimous

Respectfully submitted,

Michelle MacDonald

Michelle MacDonald
Planning Board Secretary