



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

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**MINUTES OF THE PUBLIC HEARING  
November 15, 2012**

**Final Copy**

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

Attendees present: Dave Mankus, Ron Kinville, Jerry O'Connor, Ted Johnson, Kerry Fox, Doug Stewart, Marjorie Schneider, Jim Tully, John Meader, Randy Kinville, Patrick Marrass, Patricia Rouleau, Steve Brown and Dino Scala.

Chairman Blackwood opened the meeting at 7:00pm

**PUBLIC COMMENT**

No public comment

**CORRESPONDENCE AND MISCELLANEOUS**

- **John Meader filed a Preliminary Discussion for property located at 24 Main Street – Wakefield**

Chairman Blackwood invited John Meader to approach the table. Dino Scala, Hayes Real Estate stated Hayes Real Estate has had the Kinville property for sale as a commercial lot for a few years and mentioned that Mr. Meader has been looking at the property for a couple of years. Hayes and John have finally come to terms and agreement. Mr. Meader is looking to take his business on to Route 16 for better exposure. Mr. Scala stated Hayes and Mr. Meader have a

contract but mentioned the way the contract was written stated the sale cannot be closed until they have all state, federal and local approval which is why they came before the board tonight.

John Meader stated the location on Route 16 would offer more space and Mr. Meader would be able to put up a decent size storage building. Mr. Meader mentioned the building was a three family residence. Mr. Meader would like to keep the second floor as an apartment and use the first floor as the retail operation. Mr. Winckler mentioned this was a great location. Mr. Blackwood asked how big the lot was. Mr. Scala stated there are three lots that compose this property and they are 3.92 acres total. The Board and Mr. Meader had a brief discussion. Mike Garrepy, Planning Board Consultant point out Zoning stated under Business/Commercial that mixed uses would be allowed but only for owner caretaker. Mr. Meader was thinking he would use the apartment for a helper. The Board had a discussion on the meaning of caretaker. Mr. Blackwood asked Mr. Meader if he would close his other location. Mr. Meader stated he might eventually but he would keep both locations open until people got used to the location change. The Board had a discussion. The Board told Mr. Meader he would need a major Site Plan.

Mr. Scala asked the Board if Mr. Meader moved the business into a bigger commercial zone if there was a limit on the number of models Mr. Meader can display. Mr. Blackwood didn't see where there would be a problem. The Board and Mr. Meader had a brief discussion about the sign already in existence.

The Board didn't see as problem with this discussion and wish him luck in his endeavors.

## **PUBLIC HEARING**

### **➤ Susan & Sarah Fisher have filed a Major Subdivision Plan Application located at 612 Ballard Ridge Road, East Wakefield – Tax Map 49, Lot 9**

Chairman Blackwood invited Kerry Fox, agent for Susan and Sarah Fisher to approach the table.

Mr. Fox stated there would be 5.03 acres of the Fisher farm subdivided for Jason Fisher. The parcel of land will sit just above John Fisher's lot. The Fisher farm is in the Agricultural zone so the minimum amount of land required is 5 acres. Mr. Fisher stated he checked the Natural Heritage Inventory and there is no problem with any kind of endangered species or anything relevant to that. Mr. Fisher hoped the Board would see this as a simple subdivision and approve it.

Mr. Winckler asked if there were any wetlands. Mr. Fox stated he had walked the land and it is pretty dry. Mr. Fox talked about how Jason will utilize the existing access. The Board had a discussion.

**MOTION:** To accept the application  
**Made by:** Steve Royle  
**Seconded by:** Paul Winckler  
**Discussion:** None  
**Vote:** Unanimous

Chairman Blackwood opened the public hearing. The Board had a brief discussion. A motion was made.

**MOTION:** To accept the application with no conditions  
**Made by:** Paul Winckler  
**Seconded by:** Charlie Edwards  
**Discussion:** None  
**Vote:** Unanimous

## **BOARD BUSINESS**

Charlie Edwards stated at the budget meeting the Planning Board's Professional Services line was cut to \$1000.00 by the Budget Committee because nobody showed up to defend the budget. Mr. Edwards stated he has asked Mr. Garrepy to come up with a plan on what he intends to do for the Planning Board and how much this will cost so we can bring it to the Budget meeting in December. Mr. Edwards asked the Board to think of what else they may need the Professional Services for.

Dave Mankus made the comment a motion was made to put the line at \$1000.00 based on what was spent this year. The Board had a brief discussion.

Mr. Garrepy stated it would be helpful for him if he had a road map of what the Board would be looking for in 2013. Mr. Edwards mentioned they will need to talk about the Route 16 overlay and zoning amendments. The Board had a discussion about the Master Plan and CIP updates.

## **OLD BOARD BUSINESS**

### ➤ **North Coast Construction**

Ted Johnson stated he received a letter from the Code Enforcement office stating that a site visit was performed and it was determined he will not be completed by November 2012. Mr. Johnson stated he asked for an extension last year, it was approved but the project is not yet completed.

Mr. Winckler asked Mr. Johnson if he was working to complete the project. Mr. Johnson stated "there are two things that haven't changed my dirt pile and the unemployment rate." Mr. Johnson

mentioned he would offer the dirt for free. Mr. Johnson stated he has one little slope that started and it goes 20 or 30 feet and then it runs into the dirt that has to leave. He stated he doesn't know what to do. The Board had a discussion. Mr. Garrepy stated if there isn't erosion or a safety issue he doesn't see the problem with extending it. A motion was made.

**MOTION:** To extend the conditions of approval on North Coast Constructions Site Plan till the end of November 2013

**Made by:** Paul Winckler

**Seconded by:** Charlie Edwards

**Discussion:** None

**Vote:** 4 in favor, Tom Dube Abstained

➤ **Dave Mankus – proposals for Natural Resources Inventory – Master Plan Chapter**

Chairman Blackwood invited Dave Mankus to approach the table.

Mr. Mankus reminded the Board about a month ago the Conservation Commission talked about taking action to complete the Natural Resources Inventory. Mr. Mankus stated the Inventory is an RSA requirement and they have never done it. Mr. Mankus mentioned with this data they could get a Natural Resource Chapter which Mr. Garrepy had talked about but is not qualified to do.

Mr. Mankus stated the Conservation Commission put out a request for proposals and received four responses. The Conservation Commission met. A motion was made to recommend the proposal from Forest Bell. Mr. Mankus talked briefly about wanting the Planning Board to vote on hiring some individuals on an hourly basis and the proposals received and why they chose Forest Bell.

Mr. Mankus introduced Tricia & Pat who spoke on behalf of Forest Bell. Tricia stated the Natural Resources inventory is required under State law for Towns that have Conservation Commissions. Tricia mentioned the point of the inventory is to compile information about the various natural resources in the Town, where they are located, the extent of the natural resource and the types of natural resources. Tricia stated they follow the protocol outlined by the University of New Hampshire. Tricia talked briefly about various MRI reports. Mr. Winckler asked Tricia where they get the data from. Tricia stated they get the data from various resources and several different studies done in New Hampshire. Tricia talked briefly about the various resources and stated they gather all the data, analyze it and put into a format that is useful to the Town. Tricia stated they utilize existing data. The Board had a brief discussion on how the Natural Resources Inventory could benefit the Route 16 proposed amendment. Tricia stated this document cannot be used for regulatory purposes only planning purposes.

Mr. Winckler asked Tricia how long it would take to complete the inventory. Pat stated about 6 months. Tricia stated they would present a draft and draft maps to the Conservation Commission to be reviewed and then the final version will be given.

Mr. Edwards wanted to know if the Town already had most of this information. Mr. Royle stated the information is within the State. Mr. Garrepy stated this document and the Natural Resources

Chapter are a good foundation for other regulatory structure in the Town. Mr. Garrepy talked briefly about the benefits. The Board had a brief discussion. Mr. Dube stated the Conservation Commission could tell Forest Bell that they only want to spend a certain amount of money and ask what that would get the Town. Mr. Dube and the Board talked briefly about money. Mr. Dube stated the Conservation Commission chose Forest Bell because he knows the Town and has a lot of resources in house because they have done work for AWWA.

Mr. Dube felt the Board should discuss what they want to spend and in a few days get back to Forest Bell with an amount. Forest could then present the Board with a proposal at our next meeting. Mr. Mankus stated this needed to be taken care of this meeting because he needed to have to a detailed contract to have the money encumbered for the meeting in December with the Budget Committee. Mr. Mankus and the Board talked briefly about how and how much money to encumber. Mr. Winckler asked Mr. Garrepy if he had an idea of how much he would be billing. Mr. Garrepy stated shouldn't be more than \$10,000. Mr. Dube stated he didn't think the Conservation Commission wants to spend more than \$8,000 on this chapter. The Board had a brief discussion about Forest Bells proposal and the need for a Natural Resources Chapter and inventory.

Mr. Dube stated he doesn't know why the Conservation Commission didn't pay for the Natural Resources Inventory themselves since they have money in the budget. Mr. Mankus stated the money they have is used to buy Conservation easements or land. They do not have a Professional Services line. The Board had a discussion. Steve Brown, member of the Conservation Commission stated it had been repeated time and time again that the Conservation Commission does not have to have this chapter done. He also stated there were lengthy discussions about the 4 proposals and everyone on the Board agreed that all four proposals were too much money. Mr. Brown stated that now we are being told we need to do this. Mr. Mankus stated "we do not need a chapter on Natural Resources we don't have to protect the water quality in this Town either." The Conservation Commission is required to have an Inventory. Mr. Mankus and the Board had a brief discussion.

Tricia wanted to clarify there was a difference between the Master Plan and the Natural Resource Chapter. She stated the Natural Resources Inventory is separate task and what is required for Towns with Conservation Commissions. They would then take that information and summarize it in the chapter for the Master Plan. Mr. Mankus talked briefly.

Doug Stewart suggested to the Board they encumber some money this year and spend the rest next year so this could get done. Mr. Blackwood asked Tricia how many hours it would take to complete the inventory for \$11,000. Tricia didn't know the answer off hand and stated she would have to look at their spreadsheet. Tricia mentioned the amount is for three different people working at three different rates. Tricia and the Board talked briefly about the hours and the amount of money.

Mr. Winckler didn't understand why the Town even needed the Natural Resources Chapter or the inventory. Mr. Garrepy stated it is a tool for the future of the Town. They are both planning tools. The Board had a lengthy discussion on how to cut down the inventory. Mr. Garrepy stated he could take the information from the inventory and write the chapter at a later date. The Board had a discussion on who would write the chapter.

Mr. Edwards suggested the Board should make a motion to suggest to the selectman to encumber \$8,500.00 for the Natural Resources Inventory. Mr. Dube talked briefly about the Master Plan. A motion was made.

**MOTION:** To have the Selectmen encumber \$8,500.00 from the Professional Services line for the Conservation Commission and the Planning Board to work together to hire a company to do our Natural Resources Inventory and/or Natural Resources Chapter of the Master Plan.

**Made by:** Tom Dube

**Seconded by:** John Blackwood

**Discussion:** Mr. Blackwood stated if the Board cannot find a company to do the job that was presented to the Planning Board tonight for \$8,500.00 then it will not get done.

**Vote:** 4 in favor, Paul Winckler was not in favor – passed 4 to 1

The Board had a brief discussion on the Master Plan. Mr. Mankus stated the next step would be if Forest Bell wants to offer a contract, they would be writing a contract and the Board will need to sign the contract. The Board had a discussion.

➤ **Mike Garrepy – Zoning**

Michelle MacDonald, Planning Board Secretary asked the Board if they received the Memo from Arthur Capello about the private campsites. Mr. Royle mentioned to Mike Garrepy that the Town Attorney, Rick Sager mentioned the State regulations, were a camper could only be on a property for seven days without a septic plan.

The memo read:

As you recall, the Planning Board detected me to do some research on RSA 216-1. The question posed to Rick was if we allowed two campers, tent, etc. on a residential lot, if then RSA 216-1 would take effect.

Based on my review, I am of the opinion that our current zoning does not violate RAS 216-1. based on the definition within RSA 216-1: 1-11 “campsite” means a parcel of land in a recreational campground or camping park rented for the placement of a tent, recreational vehicle, or a recreational camping cabin for the overnight use of its occupants.

There is one key part of this definition that I feel needs to be looked at. Within the definition, it states that the parcel of land is rented. I believe due to the fact the residents do not rent out the spots, RSA 216 would not apply in this case or in the case if the board choses to change the zoning ordinance.

The Board had a brief discussion. Mr. Garrepy felt there was a conflicting opinion between the Code Enforcement and the Town Attorney. Mr. Garrepy suggested the memo be sent to Rick Sager.

Mr. Garrepy talked about the Route 16 overlay and asked the Board to refer to the proposed amendment handout.

Proposed Amendment: To amend the Official Zoning Map by expanding the Business Commercial District along Route 16 corridor as follows: Generally expanding 1,000 feet on both sides of Route 16 from the edge of the right-of-way (in some areas the Brookfield Town line, whichever is closer). The newly zoned area would begin at the southerly side of Wilson Road and run to Route 109 at the point where the Branch River crosses Route 16. The Southeasterly district line shall follow the northerly edge of the river until it crosses Route 109.

Mr. Royle stated he thought there was going to be two different amendments, one going from Wilson Road to Gage Hill Road and then from Gage Hill Road to Route 109. Mr. Garrepy forgot and mentioned he would just change this to two different amendments. He also stated this language is not what is going into the ordinance. Mr. Garrepy thought there should be a map available for the public hearing as well as for the voters so they are not just reading the words. The Board had a discussion.

Mr. Royle asked if someone owns land on Route 16 currently and the amendment is passed does it make their land more valuable. Mr. Garrepy suggested Mr. Royle asked Cindy Bickford, Town Assessor. The Board had a discussion.

Mr. Garrepy asked when the first public hearing was scheduled. Mrs. MacDonald stated December 20<sup>th</sup>, 2012. The Board had a discussion on what to bring to the public hearing. Mrs. MacDonald stated the second public hearing is January 10<sup>th</sup>, 2013.

### **APPROVAL OF MINUTES**

**MOTION:** To approve the minutes of November 1, 2012 with changes.  
**Made By:** Tom Dube  
**Seconded By:** John Blackwood  
**Discussion:** None  
**Vote:** Unanimous

### **ADJOURNMENT**

**MOTION:** To adjourn the meeting at 9:12 pm  
**Made by:** John Blackwood  
**Seconded by:** Paul Winckler  
**Discussion:** None  
**Vote:** Unanimous

Respectfully submitted,  
*Michelle MacDonald*

Michelle MacDonald  
Planning Board Secretary