



TOWN OF WAKEFIELD, NEW HAMPSHIRE
PLANNING BOARD

2 HIGH STREET
 SANBORNVILLE, NEW HAMPSHIRE 03872
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MINUTES OF THE PUBLIC HEARING
June 21, 2012

Final Copy

MEMBERS		ALTERNATES		STAFF	
Paul Winckler, Chairman	X	Richard DesRoches	X	Michelle MacDonald, Secretary	X
John Blackwood, Vice-Chairman		Doug Stewart	X	Arthur Capello, Code Enforcement	X
Charlie Edwards, Selectmen's Rep	X	Gerard Levesque	X		
Stephen Royle	X				
Tom Dube, arrived at 7:20 pm	X				

Attendees present: Jeff Doddrell and Jerry O'Connor

Chairman Winckler opened the meeting at 7:00pm, with the Pledge of Allegiance to the Flag.

Let the record reflect that alternate Dick DesRoches was sitting in for Vice- Chair John Blackwood and alternate Gerry Levesque was sitting in for member Ton Dube.

PUBLIC COMMENT

Chairman Winckler opened the session for public comment. Hearing none, The Chairman closed the public comment session.

PUBLIC HEARING

1. **Cheryl and Jeffrey Doddrell** have filed a Minor Site Plan Review Application located at 176 Copp Hill Road, Sanbornville – Tax Map 217, Lot 22.

Chairman Winckler invited Jeffrey Doddrell to approach the table and explain to the Board what he wanted to accomplish.

Mr. Doddrell stated that they wanted to increase the number of licensed beds from three (3) to seven (7). Mr. Winckler asked Mr. Doddrell if they were running a Nursing Home or if it was just assisted living. Mr. Doddrell replied that it is assisted living and that his wife Cheryl and his daughter are the ones that assist the residents. Mr. Doddrell stated that the residents have to be mobile in order to reside at their residence.

Mr. Winckler stated that he had reviewed the living space but found it to be confusing and asked Mr. Doddrell if the bedrooms he will be using already exist. Mr. Doddrell replied yes, his children had once occupied these bedrooms but have since moved out. These bedrooms are located on the second floor and can be double occupied. Mr. Winckler stated the square footage

would appear to be adequate but felt that the Board needed to do a site walk. Mr. Edwards verbalized his disagreement with the site walk due to the fact that the establishment has already been in existence for several years. Mr. Winckler just wanted to see the layout. Mr. Edwards advised Mr. Winckler to ask Arthur Capello, Wakefield Building Inspector about the layout since he has been to the residence several times.

Mr. Levesque asked Mr. Doddrell if he was licensed to be an assisted care facility and if the State of New Hampshire has looked at this plan. Mr. Doddrell stated that the State of New Hampshire has already been at the residence. Mr. Doddrell was just looking for an approval from the Planning Board to increase the number of beds.

Mr. Capello stated the only reason the Doddrell's needed to come before the Board is because the condition of approval in 2009 specified three (3) beds. Mr. Winckler asked Mr. Capello if he had indeed been to the residence. Mr. Capello replied yes, several times. Mr. Capello stated that they have met all the States requirements and they have a five (5) bedroom septic tank. Mr. Capello informed the Board that the plans they were looking at were the same plans that the Planning Board approved six years ago. A motion to accept the application was made.

MOTION: To accept the application

Made By: Charlie Edwards

Seconded by: Gerry Levesque

Discussion: None

Vote: Unanimous

Mr. Winckler asked if there were any further questions from the Board. Mr. Capello stated that if the Board approves this application he would recommend not stating the number of beds on the Condition of Approval because the State regulates the facility and determines the size. Mr. Capello stated that the Town of Wakefield Zoning allows the natural expansion of a pre-existing use. Mr. Stewart stated his concern on the number of beds asking if there was no number stated could the facility have 100 beds. Mr. Capello replied no, that would require another hearing in front of the Board.

Mr. Edwards stated that the Town of Wakefield is a retirement community and he feels that the Board should be inviting this application. Mr. Stewart stated he was just thinking that it would be another meeting in front of the Board that would allow abutters to come and voice their opinions.

Mr. Winckler asked the Board if they have read the memo from Mike Garrepy, Planning Board Consultant. They all stated they had.

Mr. Winckler asked Mr. Doddrell how often the State stops by the facility for an inspection. Mr. Doddrell replied they can stop in anytime and stated that the State was just at the residence three weeks ago.

Mr. DesRoches stated that there doesn't seem to be an issue with the application, the question is should the Board state the number of beds not knowing State requirements. Mr. Doddrell stated that they were only allowed seven beds without having to install a sprinkler system. A Motion was made.

MOTION: To approve the Site Plan Review without stating a particular number of beds.
Made by: Dick DesRoches
Seconded by: Charlie Edwards
Discussion: None
Vote: Unanimous

BOARD BUSINESS

1. July 5th meeting.

Mr. Winckler stated that the Board had a meeting scheduled for the Fifth of July. Since there is nothing happening and being the day after Independence Day he suggests that the meeting be cancelled. Mr. Winckler stated the next meeting will be on July 19th which is the Storm Water Management Seminar put on by Forest Bell.

Mr. Dube stressed his concern that the Board still be able to accommodate any applications and they be scheduled for the second meeting even though the Board usually has hearings on the first meeting. Michelle MacDonald, Planning Board Secretary stated that would not be an issue. A motion was made.

MOTION: To cancel the July 5th meeting.
Made by: Dick DesRoches
Seconded by: Steve Royle
Discussion: none
Vote: Unanimous

OLD BOARD BUSINESS

1. Route 16 Site Walk.

Mr. Edwards wanted to discuss what the results were on the Route 16 Site Walk. Mr. Winckler stated the site walk had been cancelled due to inclement weather but the Board had decided to make the left side of Route 16 all the way up to Gage Hill Road Business/Commercial.

Mr. Edwards wanted to bring to the Board's attention that a large portion of the area is swamp and ledge. A few parcels do not have access to Route 16 and one parcel is land locked. Mr.

Edwards feels that this decision would be pushing business away because it would cost too much money to build. Mr. Winckler stated that the area was not all swamp and ledge.

Mr. Edwards felt the Board should be looking in another direction such as a little further North. Mr. Winckler asked Mr. Edwards to come up with some particulars for the Board to review.

2. Planning Consultant

Mr. Capello reminded the Board they needed to make a decision about the Planning Board Consultant. Mr. Winckler stated that Mike Garrepy, the current consultant said he would be available the first meeting of July.

Mr. Capello stated that the Board will have to start thinking about the Zoning Amendments soon and doesn't believe that the Master Plan has even been worked on. Mr. Winckler stated his main concern was the Master Plan and thought the Historical Chapter should have been complete by now. Mr. Winckler stated he had talked with Pam Judge, Heritage commission chair and had received confirmation that the Historical Chapter would be completed by September. Mr. Winckler stated that Mrs. Judge was supposed to get ahold of Mr. Garrepy.

Mr. Winckler stated he is not worried about the Zoning Amendments. Mr. Capello stated that he was. Mr. Royle asked Mr. Capello if he could look at potential amendments. Mr. Capello stated he would look at the amendments but will not do so without the direction of the Board. Mr. Winckler was okay with Mr. Capello reviewing possible amendments. Mr. Royle stated to Mr. Capello that if an issue was found to bring it to the Board.

Mr. Winckler stated that the section on Elderly Housing should be changed due to the fact that it was found to be quite confusing. Mr. Dube stated that if changes are made on Route 16 they will have to be written as well as the Board may want to consider Work Force Housing. Mr. Dube was aware that the Town had a Work Force Housing Ordinance but felt it needed to be changed. The Board had a brief discussion on Work Force Housing.

Mr. Capello stated if this is something the Board wanted to take on, he thought it was great but it was outside of his expertise. Mr. Dube stated the Board should have Mike Garrepy review this. Mr. DesRoches asked if this was something Mike would have time for. Mr. Capello stated that this is the very reason he brought this to the Board's attention. Mr. Capello is aware that Mr. Garrepy has a full-time job but wants to know Mike's availability. Mr. Capello stated getting his review the night of the meeting was not helpful.

Mr. Edwards asked if the Board should have an alternate Planning Consultant. Mr. Winckler stated although Mr. Garrepy seems busy the Board will stay with him at this time. Mr. Capello felt the Board needed to give Mr. Garrepy some guidance. Mr. Edwards made the suggestion to have Mr. Garrepy sit down with the Board.

After a brief discussion on the Master Plan Chapters and the Zoning Amendments the decision was made to send an e-mail to Mike Garrepy stating that the Board needs the Heritage and the Population Chapters by the end of July as well as needing his assistance on re-writing the Work Force Housing and Zoning Amendments.

Mr. DesRoches asked Mr. Capello if he could send an e-mail to the Board with a rough schedule as to what the Board may be interested in reviewing. Mr. Capello stated he would put a list together and bring it to the next meeting.

Mr. Capello informed the Board that they should start thinking about budget season again. The Board had a brief discussion concerning budget. Mr. Capello suggested the Board have a budget meeting in September.

CORRESPONDENCE AND MISCELLANEOUS

1. Department of Environmental Services – (WHPA's)

Mr. Winckler stated that the Department of Environmental Services had sent a memo to the Board regarding extending municipal groundwater/aquifer zoning to protect wellhead protection areas. Mr. Winckler stated he was not aware if the Town had adequate wellhead protection or not. The only wellhead that Mr. Winckler could think of was in the Lagoon.

Mr. DesRoches asked if this memo only referred to Municipal. Mr. Winckler stated that the memo also referred to groundwater.

Chairman Winckler proceeded to read aloud the memo from the Department of Environmental Services. Copies are available in the land Use Department.

Mr. Royle asked what was in the Zoning. Mr. Capello stated if the State allows it then the Town will also allow it. The Board briefly discussed Salt Sheds and what ordinances there may be. Mr. Stewart asked what the regulations were that the State was asking for.

Mr. Capello asked the Board to refer to the Town's Zoning Ordinances on pages 18 and 19. He stated that the Zoning cover a majority of what the memo refers to. Mr. Winckler stated that he would get a copy of the suggested Zoning Ordinance to see if it would be helpful. Mr. Winckler thought that he may photocopy page 18 and 19 of the Town's Zoning Ordinance and send it to DES to let them know what the Town already has.

Mr. Winckler felt there was no need for a motion.

APPROVAL OF MINUTES

MOTION: To approve the minutes of the June 7th meeting.

Made by: Gerry Levesque

Seconded by: Dick DesRoches

Discussion: None

Vote: Unanimous

ADJOURNMENT

MOTION: To adjourn the meeting at 7:55pm

Made by: Charlie Edwards

Seconded by: Dick DesRoches

Discussion: None

Vote: Unanimous

Respectfully submitted,

Michelle MacDonald

Michelle MacDonald
Planning Board Secretary