



TOWN OF WAKEFIELD, NEW HAMPSHIRE
LAND USE DEPARTMENT

2 HIGH STREET
SANBORNVILLE, NEW HAMPSHIRE 03872
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MINUTES OF THE PLANNING BOARD MEETING
15 May 2014

Approved 6/5/14

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

Also present were: Jim Akers, Akers friend, Richard Stuart, and Jerry O'Connor (videographer)

Chairman Royle called the meeting to order at 7:00 pm following the Pledge of Allegiance. J Blackwood was seated for member D Silcocks

PUBLIC COMMENT

1. None.

CONCEPTUAL DISCUSSIONS

2. **Richard Stuart of Stuart's Woodworking** approached the PB to discuss his plan to reopen 21 Maple Street as a woodworking shop. He makes Cabinets and furniture at his current location in Milton, NH across from the Cumberland Farms. He has outgrown that location and wants to expand into the property currently owned by Siemon Corp. He will keep the current shop open for displays and will only be manufacturing products in the Union location. He currently employs 5 in the shop, one office staff, plus himself. He expects that he will be able to hire additional staff but does not have an exact number or timeframe for doing so.
3. The building portion of the parcel is currently zoned Agriculture. J Blackwood asked when the zoning changed. N Fogg remembers that it was quite some time ago and noted that the zoning is Agriculture to the back wall of the building and then changes to Business and Commercial for the remaining rear (easterly) portion of the parcel.

4. R Stuart has filed 2 applications with the ZBA seeking relief from the zoning district issue. He filed a Variance Application to allow a manufacturing use within the Agricultural Zone and he filed a Special Exception Application to move the zoning line up to 100 feet on a split zone parcel. The ZBA will hear these cases on Monday, May 19th. There is a residential rental unit in front of the manufacturing building. Several PB members noted that manufacturing was the only use the building has ever been used for.
5. R Stuart is looking for guidance in proceeding to the PB for approval. Insignificant change of use appears to be the most appropriate application to use because there is no change in the exterior of the building, parking, or drainage. The only change is internal to the building and is only the specific manufacturing that will take place. The 13 points all seem to be appropriate for this application. The only issue is the statement that this type application does not apply to a business that has been closed for a period exceeding 24 months. Members agreed that this is a Site Plan requirement, not a Zoning Regulation and therefore it can be waived.
6. R Stuart is ready to submit an application to follow the PB's directive.
7. M Garrepy stated that if it was not the intent to change the use, that the use is still grandfathered based upon recent case law. We may want to look at updating our grandfathering definition to better coincide with case law.
8. The wood pellet business was approved as an insignificant change of use.
9. N Fogg stated that he directed R Stuart to the ZBA because the business had been closed for more than 24 months and there was no permitted use category that allowed manufacturing to take place within that building.
10. N Fogg stated that one abutter had been in his office with a concern about the existing paint booth exhaust system in the building. R Stuart noted that the existing system was archaic and would not meet his needs. He also noted that he has almost completely switch to water based products that produce much less emissions.
11. R Stuart Said that he would go to the ZBA on May 19th and be back to the PB on June 5th.
12. Jim Akers approached the PB about building a house on a 45 acre parcel. There is already a duplex on the property. N Fogg felt that since there was already a duplex on the property that they might need site plan approval.
13. If they subdivided the property there would not be any issue with a second building on the 45 acres. Subdividing would make it easier to sell the buildings separately in the future.

14. After discussing the Zoning Ordinance and Site Plan Regulations it was determined that a site plan review and/or subdivision seemed excessive. As long as no structure exceeded 2-units and that more than one primary structure was allowed that no PB approval is required. The Akers will submit a building permit application when they are ready to move forward. The Akers are nowhere near maximum density for the property.

PUBLIC HEARINGS

15. **Housing and Population Chapter for the Master Plan.** S Royle open the public hearing and noted that we have discussed the proposed chapter on multiple occasions previously. He asked if there was any public input. Jerry O'Connor noted that he had read the proposed chapter and thought it looked good. S Royle closed the public input.

MOTION: To adopt the proposed Housing and Population Chapter of the Master Plan dated 4-28-14.
Made by: Dick DesRoches
Seconded by: Connie Twombly
Discussion: None
Vote: 5-0 in favor of the motion.

BOARD BUSINESS

16. N Fogg noted that the **check to M Garrepy** for the Housing and Population Chapter had been paid and mailed to M Garrepy. N Fogg noted that we should have a motion to approve the payment to Garrepy Planning Consultants.

MOTION: To pay the invoice to Garrepy Planning Consultants (\$3,500) for preparing the Housing and Population Chapter of the Master Plan. Monies to be paid from encumbered monies from 2013's budget.
Made by: Dick DesRoches
Seconded by: John Blackwood
Discussion: None
Vote: 5-0 in favor of the motion.

17. N Fogg noted that the **Heritage Commission** is continuing work on the Wakefield Corner Grange Hall to make it into a museum. C Twombly added details that it will be a Stagecoach Museum with most of the articles coming from Beth MacRuries collection. The rooms are nearing completion and are nearly ready to move the artifacts. T Dube noted that they have installed a new heating/air conditioning system in the building.

18. N Fogg noted that the Union Congregational Church is updating the Union Grange Hall including new bathrooms and septic system. It will be used as a fellowship hall for the

church. C Twombly noted that the Wakefield Corner Grange Hall had the upstairs set up as a Grange Museum.

19. N Fogg reviewed **possibly illegal excavation in the Wakefield Business Park**. He had no response from Northcoast Construction and was expecting a revised site plan from Howe Two Landscaping to present to the PB.
20. The State of NH is questioning whether a gravel tax needs to be paid for the material removed. PBs have the responsibility of issuing and monitoring excavation activity in town.
21. The PB agreed that both companies should come before the PB to discuss their plans and get extensions and/or revised site plans.
22. N Fogg has met with **M LaRoche at Sandy Pond** onsite and noted to Mr LaRoche that there is no possible way to meet setbacks with his trailer without relief from the State on the setback to Sandy Pond. N Fogg will be sending a follow up letter shortly.
23. D Stewart noted that he had applied for a variance to build a house. He was denied. There is only a small triangular area that meets all setbacks.
24. M Garrepy noted that daily fines can be imposed.
25. S Royle asked about the **potential mud run business operating on Willey Road**. N Fogg had heard from someone on Willey Road and was investigating. If a business is being operated and inviting the public, then site plan review would likely be necessary. Noise and hours of operation are the biggest complaints.
26. The **Dunkin Donuts** engineer has sent along the traffic study, drainage plan, and parking calculations have been passed along to the peer review engineer.
27. D DesRoches questioned our architectural guidelines and if they are clearly defined in the site Plan regulations. It was noted they exist but are not specific.
28. It was noted that the Dunkin Donuts applicant had shown siding down to a 3or 4 foot high brick area. A PB mentioned that did not match the other building in Union that have siding all the way down to the ground. The applicant seemed flexible to design details and N Fogg feels that his other properties are attractive sites.
29. D DesRoches has discussed updating the Lake Monitoring Data Report with Forrest Bell. No money was added to the budget for this specific project. Our professional services line is \$4,000. We have dedicated half of that line to updating the Site Plan Regulations. D DesRoches asked if he should pursue a proposal from Forrest Bell to

complete a portion of the lake report update. F Bell's proposal was for \$2,000 to update six lakes for 2011 and 2012. 2013 data is not yet been compiled.

30. Province Lake found that erosion was the largest contributor to the phosphorus problem with the lake. Antiquated septic systems were only a small portion of the problem.

31. N Fogg will get an updated budget to discuss at the next meeting to help decide how much we could put towards this project.

APPROVAL OF MINUTES

32. The PB reviewed the minutes of the May 1st. Not enough members were present that were in attendance on May 1st. Approval of the minutes was postponed until the next meeting.

CORRESPONDENCE

33. None.

SET MEETING DATE

34. The next regularly scheduled PB meeting will be Thursday, June 5th.

ADJOURNMENT

| | |
|---------------------|-----------------------------------|
| MOTION: | To adjourn the meeting at 8:27 pm |
| Made by: | Tom Dube |
| Seconded by: | Connie Twombly |
| Discussion: | None |
| Vote: | 5-0 in favor of the motion |

Respectfully submitted,
Nathan Fogg
Code Enforcement Officer
Land Use Clerk