



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  
19 June 2014

Approved 7/10/14

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	X*	Mike Garrepy, Planning Consultant	
Connie Twombly, Selectmen's Representative	X	John Blackwood	X		
David Silcocks, Member	X			*Site walk only	
Dick DesRoches, Member	X				

**SITE WALK**

- Present at the Site Walk were:** Al Palmer, Danny Bouzianis, Joe Wadleigh, Barbara Wadleigh, Cathy Kinville, Ron Kinville, Randy Kinville, Jim Keating, Becky Keating, Dick House, and Jim Miller (videographer)
- Chairman Royle called the meeting to order at 6:00 pm at the proposed Dunkin Donuts site (24 Main Street)
- Al Palmer reviewed the overall layout of the proposed project to those in attendance. Approximate building corners were staked to help visualize the layout. He confirmed that no vegetation or regrading within the State right of way would take place. The septic system would be approximately 3 feet higher than the driveway around the building. He pointed out where the entrance would be off from Access Road, reviewed the parking layout, the dumpster location, and where the drainage leaves the site.
- The group walked up Access Road and viewed the stone wall at the rear of the corner lot that is where most of the development is taking place. A portion of the stone wall will be disturbed by the parking and dumpster location. It was noted that the stones can be kept and used to define the edge of the parking area. The dumpster location was chosen to minimize its visibility from around the site. The wetland that is proposed to be filled was viewed. They have room to add additional parking to the north of the existing parking if necessary. They do not want to create more impervious area than necessary. They will likely use any granite from the existing foundation to provide landscape features.

5. There will be signage on the building and a standalone sign out near the southeast corner of the property. No further questions were asked and the group adjourned at 6:28pm.

## **PUBLIC HEARINGS**

6. **Present at the Planning Board Meeting were:** Al Palmer, Danny Bouzianis, Joe Wadleigh, Barbara Wadleigh, Cathy Kinville, Ron Kinville, Randy Kinville, Jim Keating, Becky Keating, Fred Gray, Brad Hayes, Jon Cry, Bryan Berlind, Bonnie Cyr, and Donna Martin (videographer)
7. S Royle convened the meeting in the Opera House of the Town Hall at 7:00pm and opened with the Pledge of Allegiance.
8. T Dube recused himself from the Oracle Enterprises public hearing and was replaced by J Blackwood.

## **PUBLIC COMMENT**

9. None.

## **PUBLIC HEARINGS**

10. S Royle introduced the first public hearing, **Oracle Enterprises, Dunkin Donuts** plus 2 other retail units at 24 Main Street, TM 240-7 & 8. He noted that this evening we were discussing mainly the Conditional Use Permit Application and Parking Waiver request, although items from the Site Plan Application could also be addressed.
11. Al Palmer from Gorrill-Palmer Engineers reviewed the need and reasoning for filling the wetland, which was why they were requesting a Conditional Use Permit. He felt that it would be beneficial to the applicants if the PB could take action on the application at this meeting to bolster their case with NHDES.
12. Al Palmer reviewed the waiver request for the reduction in parking from 70 spaces to 47 spaces. He noted that calculating the peak for each unit and adding them together would yield the 70 space requirement. Using staggered peak flows for the different businesses, which is being used more often, would only require 47 spaces to provide adequate parking. This approach is being used more often to reduce the amount of impervious area required by the parking area.
13. S Royle noted that M Garrepy had reviewed the application and found it to be complete. He asked if the PB had any questions for the applicants and then asked for a motion to accept the application.

**MOTION:** To accept the Conditional Use Permit Review Application as complete.  
**Made by:** David Silcocks  
**Seconded by:** Connie Twombly  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion.

14. S Royle noted that this application pertained to the filling of the wetland on the site as part of the site development.

15. Joe Wadleigh asked what the process that would take place for the application from this point forward and what does the timeframe look like. S Royle explained that they hoped to approve the Conditional Use Permit Application and the parking waiver this evening, then once they have addressed the traffic study comments, the PB can consider approving the Major Site Plan Application contingent upon any other permits that may be required.

16. Becky Keating asked how much wetland was being filled for the parking area and what the criteria was for evaluating the wetland. Al Palmer noted about 2,640 square feet, which is very typical for parcels being developed in New England. S Royle noted that this requires a Conditional Use Permit to fill the wetland in addition to the Site Plan Approval. There are 8 criteria to consider before granting a Conditional Use Permit. The applicant has addressed all 8 criteria in their application. S Royle read the 8 criteria and the applicant's responses. The applicants maintained the 50 foot setback to Route 16 had to fill some of the on-site wetland to obtain the necessary parking. S Royle closed the public input portion of the hearing and asked for a motion.

**MOTION:** To approve the Conditional Use Permit Review Application as submitted.  
**Made by:** David Silcocks  
**Seconded by:** John Blackwood  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion.

17. S Royle opened the public hearing for the Site Plan application and asked for if there were questions relating to the parking waiver request.

18. Becky Keating asked how many employees would be working at the site and if the the third business had not yet been determined, how can the required number of parking spaces be determined with the shared parking concept. Danny Bouzianis and Al Palmer explained the peak hours and employee numbers for the Dunkin Donuts and sub shop. The third unit was identified only as "Dry-Goods Retail", which would have a later peak than either of the other 2 units. If the third unit was changed, they would have to come back for a change of use.

19.S Royle noted that the reduction in parking was from 70 spaces to 47 spaces. Our peer review engineer accepted the applicant's calculation and agreed that 47 parking spaces would be adequate. It was also noted that there was space available to add additional parking if there was a need.

**MOTION:** To approve the waiver request for reducing the number of parking spaces from 70 to 47.  
**Made by:** John Blackwood  
**Seconded by:** Connie Twombly  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion.

20.N Fogg asked about the timeframe for the traffic study response and if the July 10<sup>th</sup> meeting was an appropriate date to continue the public hearing. The engineers are still waiting for crash data from the local police department and receiving clarification of one of the peer review comments. The applicant feels that July 10<sup>th</sup> give them a reasonable amount of time to respond. N Fogg noted that the Regional Impact Meeting was in the works, but no date had been set for the meeting. SRPC was aware of the July 10<sup>th</sup> date and was trying to meet that schedule.

**MOTION:** To continue the public hearing for Oracle Enterprises until the July 10<sup>th</sup> meeting.  
**Made by:** David Silcocks  
**Seconded by:** John Blackwood  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion.

21.S Royle excused J Blackwood and T Dube was re-seated on the PB.

22.S Royle introduced the next public hearing, Terry & Irene Martell for M & M Storage. The applicants filed a Major Site Plan Application and Conditional Use Permit Application to add another Boat Storage building on their site on Brackett Road.

23.Bryan Berling introduced Terry Martell and Jon Cyr who were with him. He then explain that the Major Site Plan and Conditional Use Permit Applications were to expand the existing M & M Boat Storage Business. He explained that the new building would be over 250 feet from the nearest abutter. He reviewed his responses to the 8 criteria necessary for approving the Conditional Use Permit. T Dube asked if we needed to first accept the application. S Royle agreed that was the first step.

**MOTION:** To accept the Conditional Use Permit Review Application as complete.  
**Made by:** Tom Dube  
**Seconded by:** David Silcocks  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion.

24. The PB reviewed the need for the Conditional Use Permit from the Zoning Ordinance table of permitted uses.

**MOTION:** To approve the Conditional Use Permit Review Application as submitted.  
**Made by:** David Silcocks  
**Seconded by:** Tom Dube  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion.

25. C Twombly asked if the storage building had a concrete floor and if the building was enclosed or open sided. Terry Martell answered that there would be a slab and that the building is completed enclosed from the elements.

26. T Dube noted that both M Garrepy and N Fogg felt that the application was complete and it looked good to him.

**MOTION:** To accept the Major Site Plan Application as complete.  
**Made by:** Tom Dube  
**Seconded by:** David Silcocks  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion.

27. S Royle noted that Bryan Berlind had reviewed the application with the PB. N Fogg noted that the concrete slab would collect any oil or fuel leaks from boats until they could be remedied. He also asked about the detention area between the buildings and asked if a spot grade should be placed on the plan to make sure that the detention area did not back up against the existing boat storage building during a large rain event. Terry Martell noted that the existing boat storage building had a 4 foot high concrete wall on the side of the building.

28. S Royle reviewed the necessary waiver requests from M Garrepy's review. The applicant submitted a written request for four waivers: 1. 3.17, parking and circulation; 2. 3.19, landscaping; 3. 4.10C, survey and plan info for entire parcel; and 4. 5.00, performance guarantee. Bryan Berlind explained the reasoning for approving the four waivers.

29. The drainage calculations and design were discussed as to how they work and how and if they impact the erosion control upgrade along Brackett Road. The proposed drainage will reduce the peak flow from the existing flow. Terry Martell noted that the site was gravel and well drained. The PB discussed whether or not to require peer review for the project. The PB felt overall that this was a fairly simple design and peer review was not necessary.
30. Bryan Berlind submitted a document with the impervious area and building coverage calculated. The updated calculations were: impervious (ex 45%, pr 47%) and building coverage (ex 5%, pr 6%) calculations. Both are well below the maximum allowed (imp 80%, bldg. 45%).
31. S Royle noted that the only other consideration was the density of the uses on the parcel. Our requirements in the Zoning Ordinance are not very clear. M Garrepy did not have an issue with the density. N Fogg noted that this proposal was for the natural expansion of an existing use.
32. S Royle asked if anyone felt there was a need for a site walk. D Silcocks noted that the plan depicted the property, he is familiar with the property and does not see the need for a site walk. C Twombly agreed. D Stewart asked about the closest abutter being 250 feet away and the color of the building. Terry Martell noted that the 250 feet is to the closest property line and the abutting parcel is wooded. He also noted that the proposed building would be green, like the previous storage building.
33. The PB discussed what was necessary for approval. 4 waivers, update the lot coverage note, and the 8 notes from section 4.06D.

**MOTION:** To approve the four waiver requests. 3.17 parking, 3.19 landscaping, 4.10C survey information, & 5.00 performance guarantee.

**Made by:** Tom Dube

**Seconded by:** David Silcocks

**Discussion:** None

**Vote:** 5-0 in favor of the motion.

34. S Royle asked if there were any other issues to consider. Bryan Berlind noted that he will update the site plan for the next meeting.

**MOTION:** To approve the Major Site Plan Application as submitted with the following conditions: Update the lot coverage note on the plan and add the 8 notes from section 4.06D to the plan.  
**Made by:** Tom Dube  
**Seconded by:** David Silcocks  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion.

35. N Fogg noted that once revised plans are submitted, the PB will sign them at their following meeting (July 10<sup>th</sup>.)

### **CONCEPTUAL CONSULTATION**

36. None.

### **BOARD BUSINESS**

37. **Proposal for putting together lake testing data.** D DesRoches noted that when he receives the proposal he will inform N Fogg and it can be placed on the agenda.

38. D DesRoches asked about **parcel density for Dunkin Donuts.** The back parcel is zoned agricultural, does this affect the allowed usage and/or the density for the project on the front parcel. N Fogg will research for the July 10<sup>th</sup> meeting.

### **APPROVAL OF MINUTES**

39. The PB reviewed the minutes of the June 5<sup>th</sup> meeting.

**MOTION:** To approve the minutes of the June 5<sup>th</sup> meeting.  
**Made by:** David Silcocks  
**Seconded by:** Connie Twombly  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion.

### **CORRESPONDENCE**

40. Two applications have been received. Chris Lamb for a Level Three Home Occupation and Mike Walsh (Union School) for a Conditional Use Permit. The PB agreed to hold those public hearings on July 10<sup>th</sup> by consensus.

### **SET MEETING DATE**

41. The next regularly scheduled PB meeting will be Thursday, July 10<sup>th</sup>.

## **ADJOURNMENT**

**MOTION:** To adjourn the meeting at 8:10 pm  
**Made by:** Tom Dube  
**Seconded by:** David Silcocks  
**Discussion:** None  
**Vote:** 5-0 in favor of the motion

Respectfully submitted,  
Nathan Fogg  
Code Enforcement Officer  
Land Use Clerk