



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 February 2015

Draft 2/26/15

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	
Connie Twombly, Selectmen's Representative		John Blackwood		Richard Sager, Town Counsel	
David Silcocks, Member	X				
Dick DesRoches, Member	X				

**Also present were:** Tom Howland, Kirk Petrie, Kerry Fox, Joe Williams, Fred Meyer, Pat Meyer, & Donna Martin (videographer.)

**CALL TO ORDER – 7:00pm**

1. Chairman Royle called the meeting to order at 7:00pm following the Pledge of Allegiance.

**PUBLIC COMMENT**

2. None.

**PUBLIC HEARINGS**

3. Howland, Dio Homes LLC, **Abundant Blessings Homecare, TM 180-13. Insignificant Change of Use Application.** Tom Howland explained how Abundant Blessings Homecare does not need both floors of the building. For several reasons, including: additional income for the property, added security for the business because of a residence, and to help out an employee with a place to live, he would like to convert the second floor to a one-bedroom apartment. He has received a variance for the square footage of the unit to be 627 square feet instead of the required 800 square feet.

**MOTION:** To accept the Insignificant Change of Use Application as complete.  
**Made by:** Tom Dube  
**Seconded by:** David Silcocks  
**Discussion:** None  
**Vote:** 4-0 in favor of the motion.

4. The PB reviewed the proposed floor plan and Kirk Petrie answered questions about the layout.

5. S Royle opened the public input portion of the hearing. No public comment was received. S Royle closed the public input portion of the hearing. S Royle reviewed the 13 criteria for an insignificant change of use with the PB and agreed that all were met.

**MOTION:** To approve the Insignificant Change of Use Application as it meets all 13 criteria.  
**Made by:** Tom Dube  
**Seconded by:** David Silcocks  
**Discussion:** None  
**Vote:** 4-0 in favor of the motion.

### **CONCEPTUAL HEARINGS**

6. Kerry Fox placed a conceptual plan in front of the PB for a **BLA between the Bracket Family properties at 425 & 429 Bracket Road, TM 186- 7 & 8**. Kerry Fox wanted to review existing and proposed road frontage to ensure that the PB would find the plan satisfactory. TM 186-7 has a right of way that provides frontage for TM 186-8. Either parcel could qualify as a flag lot with reduced frontage because of the acreage. N Fogg noted that it would be cleaner if a piece of ROW was detached from TM 186-7 to provide frontage for both parcels. Kerry Fox noted that the actual driveway to TM 186-8 would likely continue to be located across TM 186-7. N Fogg noted that written and recorded easements should be in place to protect both parties in the future. As long as they do not create a third parcel, the application and approval should be fairly straight forward.
7. **Joe Williams presented sketches of a site plan and elevation drawings for a commercial building at TM 215- 15, 15.1, & 15.2** located at the intersection of Governors Road and Route 16. Fred & Pat Meyer have sold their existing business location and would like to build a smaller office and shop location on the parcels. They would combine the 3 parcels back into one parcel. They would access the property from Governors Road, which would require a driveway permit from NHDOT. They would like to eliminate the requirement of a cistern placed by the fire department when the lot was subdivided. The PB noted that as long as the FD would sign off on the site plan, they would be all set. Joe Williams and the Meyers thanked the PB and felt they had enough information to move forward.
8. N Fogg was visited by Millie Badman who would like to open a clothing boutique where Armour Insurance was located at 27 Meadow Street, TM 179-133. N Fogg felt that no approval was needed for the change; however he wanted to make sure that it did not need an insignificant change of use. The PB discussed the change from an insurance agency to a clothing boutique and after a brief discussion agreed that no PB application needed to be filed. N Fogg will report back to Ms Badman.

### **BOARD BUSINESS**

9. D DesRoches updated the PB on the FB Environmental Water Quality Report. There is a meeting scheduled to discuss the report, but it was delayed until the following week. A report from the meeting will be brought to the next PB meeting.

10. Teresa Williams had asked the PB to review the Metropolitan Transportation Plan and report back to her if there were any thoughts on the priorities and proposed changes.
11. The PB continued their review the **proposed Development Regulations**. Many sections have been changed without any explanation. The PB noted that while they are expecting some changes, they need to be aware of the changes so they can make an informed decision as to whether or not make the changes. The existing and proposed documents are very different and hard to compare. The PB would like a 'guided tour' of how the new regulations fulfill the requirements of the existing regulations. M Garrepy was asked to come to a meeting on March 19<sup>th</sup> to explain the changes.
12. N Fogg has sent the proposed draft to Bryan Berlind and Kerry Fox and asked for their input to make sure that the new regs are user friendly. S Royle asked that he send them to Norway Plains and White Mountain Survey also to see if they have any input.

**APPROVAL OF MINUTES**

13. Approval of minutes from February 19<sup>th</sup>.

**MOTION:** To approve the minutes from February 19<sup>th</sup> as presented.  
**Made by:** Tom Dube  
**Seconded by:** Dick DesRoches  
**Discussion:** None  
**Vote:** 4-0 in favor of the motion.

**CORRESPONDENCE**

14. None.

**PUBLIC INPUT**

15. None.

**SET MEETING DATE**

16. The next regularly scheduled PB meeting will be Thursday, March 5<sup>th</sup>.

**ADJOURNMENT**

**MOTION:** To adjourn the meeting at 8:23 pm  
**Made by:** David Silcocks  
**Seconded by:** Tom Dube  
**Discussion:** None  
**Vote:** 4-0 in favor of the motion

Respectfully submitted,  
 Nathan Fogg  
 Code Enforcement Officer  
 Land Use Clerk