



TOWN OF WAKEFIELD, NEW HAMPSHIRE
PLANNING BOARD

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**Planning Board
Minutes of the Meeting
04 August 2005**

Members Present John Blackwood, Selectmen Rep.; Rod Cools, Vice-chair; Joe Fluet, Chairman; Ed Morrison, Member, Nancy Spencer-Smith, Member; Desiree Tumas, Secretary.

Others Present Richard Atwater, Alternate Member; Donna Faucette, Alternate Member; Al Huntoon, Alternate Member; Gerry Mylroie, SRPC; Rick Sager, Town Counsel.

Public Attendance (As signed in) Charles McLaughlin, Larissa Mulkern, Thomas Dube, Chuck Robbins.

Pledge of Allegiance

Chairman Fluet called the meeting to order following the Pledge of Allegiance.

Public Hearing (Continued from July 7, 2005)

- 1. Amended Subdivision Regulation - The Wakefield Planning Board proposes wide-ranging changes to the existing Wakefield Subdivision Regulations, both in terms of content and format, to correct a number of errors and deficiencies, to implement and complement changes in the Wakefield Zoning Ordinance, and to implement a more logical format.**

The Board and Members of the Public discussed the proposed wide-ranging changes to the existing Wakefield Subdivision Regulations, both in terms of content and format, to correct a number of errors and deficiencies, to implement and complement changes in the Wakefield Zoning Ordinance, and to implement a more logical format.

Board Members discussed reducing the number of lots from 3 or fewer lots to 2 lots for a Minor Subdivision, as well as the Boards ability to waive regulations, concluding with Chairman Fluet entertaining a motion to reduce the number of lots from 3 or fewer lot to 2 lots.

Member Smith moved to reduce the number of lots from 3 or fewer lots to 2 lots for a Minor Subdivision, Member Cools seconds the motion as stated; the motion passed unanimously.

Town Counsel cautioned about the Board waiving the reduction and precedent issues that could result in such waiving of the regulation.

Board Members further debated the change and possible unintended results concluding with Chairman Fluet entertaining a motion to revert back to 3 or fewer lots for a Minor Subdivision.

Member Cools moved to revert back to the 3 or fewer lots for a Minor Subdivision, Member Blackwood seconds the motion as stated; the motion passed unanimously.

Board Members went on to debate allowing a Design Review which requires all the same notification as a Major or Minor Site Plan Review to roll over to a Minor/Major Site Plan Review, based on the knowledge that all abutters are notified and there is no need to burden the applicant with additional notice that would be redundant.

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Board Members agreed to revisit the issue at a later time.

Chairman Fluet requested Secretary Tumas review the application related items throughout the document and submit amendments to Mr. Mylroie.

Board Members and members of the public concluded discussions and Board Members submitted proposed amendments to Mr. Mylroie.

Board Members discussed continuing the hearing until the September 1, 2005 Planning Board Administrative Meeting. Additional public notice will run in the Granite State News on August 18th and the amended copy of the Subdivision Regulations will be available to the public at the Wakefield Town Hall, August 19, 2005.

Having nothing further, discussions were concluded.

Board Business

- 1. Wakefield Tax Map 28 Lot 35A – Mark Murphy – Requirement clarification for the pending application – Type of curbing**

Secretary Tumas explained that the Applicant requested the Boards clarification as to the type of curbing that would be acceptable. Mr. Murphy proposed to use railroad type timbers that could be removed during the winter to allow for snow removal without damaging curbing.

Following brief discussion the Board agreed that non-creosote timbers could be used. However, they must be in a fixed location.

Having nothing further, discussions were concluded.

Administrative Issues

- 1. Review of the Site Plan Review Regulations as amended by Strafford Regional Planning Commission.**

Board Members agreed to table discussion until the August 11, 2005 Planning Board Meeting.

Unscheduled Board Business

- 1. Dennis Badman – Wakefield Tax Map 30 Lot 10 – Lot status of the property as presented at the Site Plan Review**

Board Members reviewed the plan that was approved, concluding that the Plan depicts the property as a single lot and was approved as a single lot.

Chairman Fluet proposes to write a letter indicating that the Board approved the plan as a single lot and entertains a motion.

Member Cools moved that Chairman Fluet write a letter indicating that the Board approved a plan that depicted a single lot, Member Blackwood seconds the motion as stated; the motion passed unanimously.

Having nothing further, discussions were concluded.

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2. George Szirbik, Jones Brook LLP – Witchtrot Road Subdivision, Letter of Credit

Chairman Fluet read the proposed Letter of Credit that proposes the following:

Dry hydrant	\$ 5,000.00
Ditch work	\$ 2,000.00
Contingency	<u>\$ 3,000.00</u>
Total	\$10,000.00

Member Blackwood moved to approve the proposed reduced amount of the Letter of Credit totaling \$10,000.00, Member Morrison seconds the motion as stated; the motion passed unanimously.

3. 2006 Budget

Board Members briefly discussed the intent to double the professional and legal line items and will revisit the Budget in the near future.

Having nothing further discussion were concluded.

4. Scheduling the public hearing for the amended Site Plan Review Regulations

Following brief discussions, the Board agreed to schedule the 1st public hearing October 6, 2005.

Having nothing further, discussions were concluded.

**Code Enforcement
Approval of the Minutes**

- 1. July 14, 2005**
- 2. July 21, 2005**

Board Members deferred approval of the Minutes until the August 11, 2005 Planning Board Meeting.

Correspondence and Miscellaneous

- 1. 2005 Fall Planning & Zoning Conference – OEP & NHDOT – Saturday, November 5, 2005. Further information to follow.**

Date provided for informational purposes only. Specific conference information will be forthcoming and distributed upon receipt.

- 2. SRPC Invoice Approval for Professional Services**
#4106 – \$380.00
#4090 - \$3,025.00

Chairman Fluet signed off on the invoices for payment submission. No further discussion was conducted.

Adjournment

Chairman Fluet explained that it was the Boards intent to approve the Subdivision Regulations at the September 1st public hearing; complete the Site Plan Review Regulations and conduct the 1st public hearing at the October 6th public hearing allowing the Board to move on to the Zoning Ordinance.

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Chairman Fluet called for further business to come before the Board, hearing none; Chairman Fluet entertains a motion to adjourn the meeting.

Member Blackwood moved to adjourn the meeting, Member Morrison seconds the motion as stated; the motion passed unanimously.

Respectfully submitted,

Desiree Tumas, Secretary