



TOWN OF WAKEFIELD, NEW HAMPSHIRE
PLANNING BOARD

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MINUTES OF THE PUBLIC HEARING
May 6, 2010

Chairman Peg Stevenson called the meeting to order at the Town Hall at 7:00 pm. Attendees included:

MEMBERS		ALTERNATES		STAFF	
Peg Stevenson, Chairman	X	Dave Mankus	X	Donna Beaudoin, Secretary	X
Donna Faucette, Vice-Chairman	X	Jerry O'Connor	X	Arthur Capello, Bldg. Inspector	X
Peter Kasprzyk, Selectmen's Rep	X	Tom Dube	X	Michael Garrepy, Planning Consultant	X
John Blackwood	X	Stephen Royle	X		
Paul Winckler	X				

Attendees present: Barbara Schnurbush, Russ Hughes, Stephanie Feener Amaral, Richard Twombly, Bonnie Twombly, John Shull, Kerry Fox, Steve Brown

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

PUBLIC COMMENT

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

PUBLIC HEARING

The owner/applicant, North Country Land, Inc., through their agent Kerry Fox of Fox Survey Company, has applied for a Major Subdivision of the parcel shown as Wakefield Tax Map 92 Lot 40 to create five lots. Proposed lot sizes are 6.23 acres, 6.84 acres, 6.22 acres, 5.64 acres and 7.45 acres. Said property is located on Perkins Hill Road, E. Wakefield, NH, and lies within the Residential III zone. If this application is accepted as complete, it will be on each agenda until a decision is made.

After reading the application for the record, Chairman Stevenson invited Kerry Fox to approach the table and begin his presentation. Mr. Fox began by distributing a vicinity map to the members and giving an overview of the plan. He went into details regarding soil types, wetlands, usable uplands and driveway placements. Mr. Fox explained that he had originally intended that each lot have individual driveways; however, when he was at the property setting the driveway locations, the site visibility made it necessary to recommend a shared driveway for lots #2 and #3. Mr. Fox noted that this would result in an easement approval for these lots. Vice-Chairman Faucette questioned the distance between Province Lake Road and the proposed driveway for lot #1. Mr. Fox stated that it was approximately 230 feet. He had submitted the driveway plan to Dan Davis, Road Agent, for review but had not heard back from him as yet. Selectmen's Representative Kasprzyk questioned whether the shared driveway was an issue with the Police Chief. Mr. Fox stated that it was discussed at TRC. Mr. Fox stated that following the TRC meeting, he had amended the plan presented that day but was still not satisfied with the results. This resulted in changes to the originally proposed lot sizes. He explained that the reason he was amending

the plan was to meet the 4 to 1 lot ratio as discussed at TRC. His goal was to keep the lot sizes in compliance with Town requirements without having to apply for State subdivision approval; however, lot #2 would be subject to State subdivision approval under this current plan. Mr. Fox proposed reconfiguring lots #1 and #2 in a way that would allow them to meet State subdivision approval. Mr. Fox said that he did have a waiver request for lot #1 if it did not meet the 4 to 1 ratio and asked the Board's opinion. The Board thought that reconfiguring the lots would be acceptable. Discussion followed regarding amount and degree of wetlands on the property. Mr. Fox stated that he still needed to locate abutter's wells and septic tanks on the plan and also insure that there were no endangered species located on the property. Mr. Fox asked if the Planning Board had the opportunity to do a site walk and they had not done so yet.

MOTION: To accept the application for a Major Subdivision of the parcel shown as Wakefield Tax Map 92 Lot 40 to create five lots.

Made by: Donna Faucette

Seconded by: John Blackwood

Discussion: None

Vote: All in favor, none opposed

Chairman Stevenson opened the discussion of this application to the public. The Chairman recognized an individual who questioned whether the Board had considered the impact of new development on Town services. She was informed that the Board could not restrict a property owner from utilizing their land and they could only deal with the subdivision application. Chairman Stevenson said that the economic portion is a separate issue. Selectmen's Representative Kasprzyk stated that the school population is currently down and his thought was that this could actually benefit the Town due to a higher tax rate on a house lot.

Another member of the public questioned the proximity of building next to lot lines and was informed of setback requirements.

Chairman Stevenson invited the public to view the plan if they hadn't had the opportunity to do so.

A question arose regarding timing of the project and Mr. Fox thought that it could take a couple of months to complete. Mr. Fox was asked if the owner planned to maintain the field in the interim. He deferred this question to Mr. Hughes who was seated with the members of the public and was a representative of the owner and he answered that he thought the owner would continue to maintain the field.

An abutter questioned issues with artesian wells and deep hydrological issues. Vice Chairman Faucette replied that this could be an issue with smaller lots but not lots of this size. Planning Consultant Garrepy replied that there is no hydrological impact with single-family house sites.

Chairman Stevenson asked if there were any additional questions or comments from the public. Hearing none, the Chairman closed the session to public comment.

Chairman Stevenson asked for any further questions from the Board. Hearing none, the Chairman asked Planning Consultant Garrepy to go over his review of this application. Mr. Garrepy commented that the 4 to 1 lot ratio was difficult to measure as the regulations did not provide a standard. He requested that

Mr. Fox provide a methodology when he presented his final plan. Mr. Garrepy stated that water for fire protection needed to be addressed. He said that although the fire department had no comments or concerns, the subdivision regulations require an adequate on site water supply. Discussion followed regarding the location of the nearest water supply. Mr. Garrepy stated that for less than ten lots, a waiver could be considered by the Board as long as there is a water source within a mile and approval is obtained from the fire department.

Member Blackwood suggested that the Board schedule a site walk of this property. The members discussed various dates and times and concluded that the site walk be scheduled for Thursday, May 20, 2010 at 6:15pm with a rain date of Thursday, May 27, 2010 at 6:15pm. The public is invited to attend this site walk. Mr. Fox requested a continuance to the meeting of June 3, 2010.

MOTION: To continue the application to the meeting of June 3, 2010

Made by: Donna Faucette

Seconded by: Paul Winckler

Discussion: None

Vote: All in favor, none opposed

BOARD BUSINESS

1. Mike Garrepy, Planning Consultant –Recommendations for Town’s Master Plan Update

Prior to referring to Mr. Garrepy for his recommendations of the Town’s Master Plan update, Chairman Stevenson asked for a committee report on the draft chapter of the Vision Statement. She asked Mr. Garrepy to review this and let the Board know if they are going in the right direction.

a. Committee Report regarding Master Plan – draft chapter of Vision Statement

Alternate Members Dube and Mankus approached the table and distributed the draft chapter that they had developed along with Member Winckler. There was some discussion of this draft and the Members decided to review it and discuss it in more detail at next weeks work session.

Member Winckler distributed a survey questionnaire that he had developed in order to obtain public feedback on the Master Plan and asked for the members input. The discussion followed regarding the types of questions and how to measure the feedback. Mr. Winckler suggested distributing these at Pride Day. Planning Consultant Garrepy stated that it would be difficult to measure feedback with these types of questions and suggested that the Board look at other survey methods such as ‘Survey Monkey’. Mr. Garrepy said that he would forward the website for this to the Secretary so that the Board would be able to review it this week for next weeks meeting.

Chairman Stevenson asked Mr. Garrepy if he had any recommendations for the Master Plan update. Mr. Garrepy stated that he had not had a chance to review the Master Plan but would be prepared for next weeks meeting.

b. Discuss Members and/or Alternates working outside of meetings

The members discussed what constitutes a quorum of members when meeting as a committee. The decision was that if a committee is meeting and it results in a quorum, public notice is required to be posted at least 24 hours in advance and the committee meeting should be held in a public building. The Board decided that whenever possible, no more than two planning board members or two planning board alternates would work together on a committee.

2. Committee Report regarding search for plans at Public Safety Building

Chairman Stevenson updated the members on the search of the Public Safety Building for various plans by the committee comprised of Pam Judge, Relf Fogg, Paul Winckler, Dave Mankus, and herself. The committee was also searching for charettes that related to the Stewardship Program. She explained that they were able to locate a number of plans as well as overlay maps; however, the search for charettes came up empty. Member Winckler suggested that former Planning Board Chairman Joe Fluett might have some maps.

3. Discussion of Amendments to Rules of Procedure

Members received a copy of the Rules of Procedure with amendments discussed to date. There was a minor discussion regarding removing “planner” from the document. There was also some discussion regarding types of dissent. This discussion was tabled for review and discussion at next weeks meeting.

4. Resignation of Jerry O’Connor as Alternate Member of Planning Board

The Board accepted with regrets the resignation of Jerry O’Connor as an Alternate Member. Mr. O’Connor is currently serving as chair of the Cable Advisory Board and Alternate Planning Board Member Mankus is also on the Board. RSA 673:7 prohibits two Planning Board members from serving on the same boards. In conjunction with this, Chairman Stevenson stated that the Boards need more members of the public to serve.

5. Discussion regarding site walks

Chairman Stevenson stated that this had been discussed in relation to tonight’s application and the members decided that site walks would be conducted and would be scheduled on an as needed basis depending upon the type of application. Selectmen’s Representative Kasprzyk suggested that other commissions, etc. be notified of site walks so that they have an opportunity to join.

CORRESPONDENCE AND MISCELLANEOUS

1. Letters from Piscataqua Region Estuaries Partnership (PREP)

Chairman Stevenson distributed two letters from the Piscataqua Region Estuaries Partnership (PREP)- one was relative to Wakefield and the other was relative to Acton. The Chairman explained that PREP is looking for towns that are concerned with protecting natural resources, in particular recreational waters. She went on to say that Wakefield has an opportunity to work with Acton and apply for a grant. This grant would be used for the purpose of working with a consultant that would help establish and develop some protective means for the Town. She asked the members if they would be interested in a joint meeting with the Acton Planning Board to look into the recommendations noted in the letters. Alternate Member Mankus said that he would attend as a representative for both Planning Board and Conservation Commission. Selectmen’s Representative Kasprzyk and Alternate Member Dube said that they might be able to attend and asked to be informed of the date.

2. SMPO Technical Advisory Committee appointment

Alternate Member Tom Dube is the current representative for the Town. Chairman Stevenson questioned the value of this to the Town and Mr. Dube stated that he did not see any value. The Board discussed this and decided not to appoint anyone to the SMPO Technical Advisory Committee for 2011-2012.

3. Excavation handouts for May 13, 2010 meeting

Chairman Stevenson explained that these handouts were being distributed in advance so that the members would be able to discuss them at next weeks meeting. Member Winckler asked why the Town needed to have an Excavation Ordinance. The Chairman explained that we currently have two active gravel pits as well as a number of vacated pits that have not been reclaimed and have become campsites, areas for target practice, etc. and it was a requirement of the Town to insure that these properties were properly reclaimed. Discussion followed regarding the State RSA and Planning Consultant Garrepy suggested that the Town simply mirror the State in their requirements. He explained that the Town could impose more rigid requirements but could not be less restrictive than the State. The Board agreed to discuss this in more detail at next weeks meeting.

APPROVAL OF MINUTES

Chairman Stevenson asked if all members had the opportunity to review the minutes from the meeting of April 15, 2010 and asked for a motion to approve. No motion was made and the Board decided to review the minutes of April 15, 2010 for approval at the meeting of May 13, 2010.

ADJOURNMENT

MOTION: To adjourn the meeting at 9:35

Made by: Paul Winckler

Seconded by: John Blackwood

Discussion: None

Vote: All in favor, none opposed

Respectfully submitted,

Donna Beaudoin
Planning Board Secretary