



TOWN OF WAKEFIELD, NEW HAMPSHIRE  
PLANNING BOARD

2 HIGH STREET  
SANBORNVILLE, NEW HAMPSHIRE 03872  
TELEPHONE (603) 522-6205 FAX (603) 522-6794

**MINUTES OF THE PUBLIC HEARING**  
**June 3, 2010**

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

<b>MEMBERS</b>		<b>ALTERNATES</b>		<b>STAFF</b>	
Peg Stevenson, Chairman	X	Dave Mankus	X	Donna Beaudoin, Secretary	X
Donna Faucette, Vice-Chairman	X	Tom Dube	X	Arthur Capello, Bldg. Inspector	X
Peter Kasprzyk, Selectmen's Rep	X	Stephen Royle	X	Mike Garrepy, Planning Cons	X
John Blackwood					
Paul Winckler	X				

Attendees present: Jacqueline McPhail, PeterMcPhail, Lee Anne Morgan, Geoffrey Andrews, Kerry Fox (Fox Survey Co), Charlie Karcher (Norway Plains), George Vokey,

Chairman Stevenson opened the meeting at 7:00pm with the Pledge of Allegiance to the Flag. Let the record reflect that Alternate Member Royle is sitting in for Member Blackwood.

**PUBLIC COMMENT**

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

**PUBLIC HEARING**

**1. (continued from May 6, 2010) 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.**

Chairperson Stevenson read the application for the record and clarified the lots sizes as noted in the updated plan as being 5.38 acres, 7.65 acres, 6.22 acres, 5.64 acres and 7.99 acres. The Chairperson then invited Kerry Fox to approach the table and begin his presentation. He explained that the current set of plans had the locations of the abutter's wells and septic with the exception of the well that he was unable to locate on Map 92 Lot 38. He also noted that there is an encroachment issue on proposed lot #5 by Map 92 Lot 39 – there were two Quonset huts and a shed that were over the property line. He commented that they would probably be returning to the Planning Board for a lot line adjustment to take care of this. Mr. Fox referenced the site walk that resulted in common driveways proposed on the plan for Lots 4 & 5 and for Lots 2 & 3. The owner has advised Mr. Fox that he intends to build the driveways out. With this discussion, Planning Consultant Garrepy suggested that the Board could make it a condition of approval that the driveway locations be subject to final approval of the Town's Road Agent. Selectmen's Representative Kasprzyk commented that in the future, it might be a good idea to ask the Road Agent to attend the site walks.

The secretary stated that Lt. Sam Morrill, WFD had reviewed the plans that included notes regarding the various water sources in the area and after doing so, he has provided a memo stating that the fire department has no concerns with the site.

Mr. Fox next informed the Board of the 20' no cut buffer zone around the wetlands located on the property. The discussion continued regarding the need for an easement in the deed for lot #2 regarding the cemetery so that the Town could continue to maintain it in perpetuity and for the heirs to have the right to pass and re-pass over the land.

Mr. Fox submitted a letter from the Natural Heritage Bureau stating that there is no record of rare or endangered species on the property. Planning Consultant Garrepy was asked for any comments and one was that a vicinity map was required; however, the applicant could request a waiver. Mr. Garrepy also suggested that lot#2 have an easement in the deed regarding the cemetery in favor of the Town for the maintenance and in favor of the heirs.

Chairperson Stevenson opened the hearing for public comment. Alternate Member Mankus was recognized and stated that the maintenance of the cemetery was not an issue due to the fact that it was accessible from the road and not land locked; however, he did not object to having the deed reference as stated. The Chairperson asked for any other comments or questions. Hearing none, she closed the hearing to the public.

At this time, Mr. Fox submitted a request for a waiver from Section 4.10B of the Town's Subdivision Plan Regulations requiring a vicinity map.

**MOTION: To accept the waiver from Section 4.10B of the Town's Subdivision Plan Regulations requiring vicinity map**

**Made by: Donna Faucette**

**Seconded by: Peter Kasprzyk**

**Discussion: None**

**Vote: All in favor, none opposed**

**MOTION: To approve the application for a Major Subdivision of the parcel shown as Wakefield Tax Map 92 Lot 40 to create five lots with the following conditions:**

- 1. Section 3.05 driveway locations for lots #2 & #3 subject to the approval of the Town's Road Agent**
- 2. Notation on the plan of the 20' no-cut buffer zone around the wetlands**
- 3. Section 3.09 Monument Installation Certificate**
- 4. Deed for Lot #2 to contain reference to the cemetery**
- 5. Section 4.06D – Notes on the plan to include a list of waivers, any regulation not waived is required, and Conditions of Approval to be on final plan**
- 6. NHDES Subsurface permits required prior to construction**
- 7. Table to be modified to exclude easement areas, cemetery areas and the buffer area**

**Made by: Donna Faucette**

**Seconded by: Peter Kasprzyk**

**Discussion: None**

**Vote: All in favor, none opposed**

**2. The applicant, Lee Anne Morgan, has applied for an Insignificant Change of Use requesting to establish a Massage Therapy business in a space previously used as office space by the Greater Wakefield Chamber of Commerce. The parcel, identified as Wakefield Tax Map 180, Lot 107 is located at 3 High Street, Sanbornville, NH and lies within the *Village/Residential zone*. The property owner is ATH Property Investments. If this application is accepted as complete, it will be on each agenda until a decision is made.**

Chairman Stevenson read the application for the record and invited Lee Anne Morgan and Geoffrey Andrews to approach the table. Ms. Morgan began her presentation by informing the Board of her intention to establish a massage therapy business. She has been working in the field for seven years and recently relocated to Wakefield. She was anxious to start her own part-time massage business. Discussion followed regarding the layout of the space that she would be occupying and whether she had any plans for expansion in the future. She explained that it was a small space that would accommodate a common area and that she might consider expanding the business but not for a while.

**MOTION: To accept the application for an Insignificant Change of Use requesting to establish a Massage Therapy business in a space previously used as office space**  
**Made by: Donna Faucette**  
**Seconded by: Paul Winckler**  
**Discussion: None**  
**Vote: All in favor, none opposed**

Chairperson Stevenson opened the hearing for public comment. Hearing none, the Chairperson closed the public hearing.

The Chairperson asked if there were any other questions from the Board. Hearing none, she asked a question regarding any need for additional changes within the space such as electrical and Ms. Morgan replied that there would be no need for any changes.

**MOTION: To approve the application for an Insignificant Change of Use requesting to establish a Massage Therapy business in a space previously used as office space**  
**Made by: Paul Winckler**  
**Seconded by: Donna Faucette**  
**Discussion: None**  
**Vote: All in favor, none opposed**

## **BOARD DISCUSSION**

**1. Jacqueline McPhail has requested a preliminary discussion regarding a home occupation for an assisted living facility. The property is located at 4252 Province Lake Road, E. Wakefield Tax Map 22, Lot 35 and lies within the *Residential 3 zone*.**

Chairperson Stevenson invited Jacqueline McPhail to approach the table and discuss what she would like to do. Ms. McPhail explained that she would like to do an addition to her existing home for the purpose of establishing an assisted living facility. She wants to do an addition of four bedrooms, a living area and 4 ½ bathrooms in order to accommodate four clients. The kitchen would be shared between the existing house and the addition. She said it would require 24 hour staffing and she might hire one or possibly two individuals to cover shifts. She has had experience in this field and is a Licensed Nursing Assistant. She explained that the clients would be self-evacuating and might even have their own car on

site. Discussion followed regarding the size of the property, space for parking, density, State requirements, septic and well capacity, etc. The Board discussed the need for site plan review that included emergency vehicle access and the need for the fire department to review. The Board discussion included the type of application needed to go forward and reference was made to previous applications as a guide to follow. Ms. McPhail said that she would be pursuing the necessary State applications and would also be returning to this Board with a formal application.

- 2. Norway Plains Associates, Inc. has requested a preliminary discussion regarding a Major Subdivision of 101 acres parcel into 9 to 10 road front lots. The property, owned by Boucher Revocable Trust, is located at 1991 Lovell Lake Road, Wakefield Tax Map 205, Lot 2 and lies within the *Agricultural zone*.**

Chairperson Stevenson invited Charlie Karcher of Norway Plains to approach the table to discuss what he would like to do. Mr. Karcher explained that he represented the Boucher Revocable Trust and the owner had a large parcel of land that he would like to subdivide. The intention was to create road front lots and create one flag lot that would provide access to the remainder back lot. He passed out a preliminary plan that included land that would be placed in conservation. The Board reviewed this plan and the discussion included the fact that a flag lot cannot be subdivided. Mr. Karcher stated that there was still a lot of work to be done but he expected to be returning with a formal application.

- 3. George Vokey has requested a preliminary discussion regarding a home industry in which he would like to establish an Antique Shop in a 16'x20' building. The property is located at 98 Stoneham Road, Wakefield Tax Map 120, Map 11 and lies within the *Residential 3 zone*.**

Chairperson Stevenson invited George Vokey to approach the table to discuss what he would like to do. After some discussion regarding location of the property and the fact that the business would be a retail establishment, Mr. Vokey was referred to the Zoning Board of Adjustment to seek a variance due to the fact that under our current zoning, retail business is not allowed in the residential 3 zone.

## **BOARD BUSINESS**

### **1. Survey Incentive**

Chairperson Stevenson updated the Board with the fact that the Master Plan Survey was being sent home with students from the Paul School. As an incentive, the Principal had suggested that the class with the highest percentage of return be rewarded with popsicles.

**MOTION: To appropriate \$25.00 to the Paul School as an incentive to return the surveys**

**Made by: Paul Winckler**

**Seconded by: Donna Faucette**

**Discussion: None**

**Vote: All in favor, none opposed**

### **2. PREP – Update**

Chairperson Stevenson referred the Board to the previous meeting with the Acton, ME Planning Board. She said that both she and Selectmen's Representative Kasprzyk were on the subcommittee that was working on the PREP grant application and was seeking the Board's input regarding the addition of a non-Planning Board member to also be on the subcommittee. There was no objection from the members.

### **3. Master Plan – Update**

The Chairperson ended this session by asking for volunteers to place survey boxes at various locations throughout town. A list of locations included Country Goods and Groceries, Hen House, Dunn Deal, Lakes Provisions, 7 Lakes Provisions, Miss Cindy's, Poor People's Pub, Profile Bank, Lovell Lake Market, Patches, Union Used Auto Parts, etc.

**CORRESPONDENCE AND MISCELLANEOUS**

**1. Letter from Heritage Commission regarding Union Dams**

**APPROVAL OF MINUTES**

**MOTION: To approve the minutes of the meeting of May 20, 2010**

**Made by: Paul Winckler**

**Seconded by: Stephen Royle**

**Discussion: Vice Chair Faucette and Selectmen's Representative Kasprzyk abstained, as they were not present at this meeting**

**Vote: Three in favor, two abstained**

**ADJOURNMENT**

**MOTION: To adjourn the meeting at 8:50pm**

**Made by: Donna Faucette**

**Seconded by: Peter Kasprzyk**

**Discussion: None**

**Vote: All in favor, none opposed**

Respectfully submitted,

Donna Beaudoin  
Planning Board Secretary