



TOWN OF WAKEFIELD, NEW HAMPSHIRE

Planning Board Minutes

December 16, 2021

Approved

| MEMBERS | | ALTERNATES | | OTHERS | |
|---|---|-------------------------------|--|---|---|
| Tom Dube Chairman | ✓ | Johnny Blackwood Alternate | | Victor Vinagro, Building Inspector/Code Enforcement Officer Shoreland Officer | |
| Dick DesRoches Vice Chairman | ✓ | Stephen Leroux Alternate | | Peter Gosselin, Building Inspector | |
| Ken Fifield Selectmen's Representative | ✓ | | | Jen Czysz, SRPC | ✓ |
| David Silcocks, Member | ✓ | | | Richard Sager, Town Counsel | |
| Doug Stewart Member | ✓ | | | Public Hearing | ✓ |

Others present

Philip Emilio, Charlie Karcher, Nicole Toy Caron. Stephen Leroux, John Kenney, Derek Thibodeau and Max Gehring and Michelle Keating from Clearview Community TV. Via Zoom: Bob Benson and Dick DesRoches

Pledge of Allegiance & Call to Order

Chairman Dube called the meeting to order at 7:00 and those present joined him in the flag salute.

Seat Alternates as necessary

Full Board present

Public Comment

None

Public Hearings

Major Site Plan Application continuation submitted in writing by Francis D. Parisi, Vertex Tower Assets, LLC for property owned by Savannahwood, LLC; located on Province Lake Road, Tax Map 92-34. The Applicant is seeking an approval for a Major Site Plan Application in

order to construct a personal Wireless Service facility consisting of a 120' tall monopole tower (126' to top of highest appurtenance.)

Mr. Silcocks made a motion, seconded by Mr. Stewart to continue the Public Hearing until January 6th. Roll call: DesRoches aye, Stewart aye, Silcocks aye, Fifield aye, Dube aye (Vote 5-0)

Major Site Plan Application continuation submitted in writing by Francis D. Parisi, Vertex Tower Assets, LLC for property owned by Province Line Associates Trust, Adam & Christiane Benzing co-trustees, located on 4870 Province Lake Road, Tax Map 9-113. The Applicant is seeking an approval for a Major Site Plan Application in order to construction a personal Wireless Service facility consisting of a monopole tower (126' to top of highest appurtenance.)

Mr. Silcocks made a motion, seconded by Mr. Stewart, to continue the Public Hearing for this application until January 6th. Roll call: DesRoches aye, Stewart aye, Silcocks aye, Fifield aye, Dube aye (Vote 5-0)

Mr. Stewart wanted to make sure they were following the RSA. Mr. Dube said all letters are going through Mr. Sagar. He is communicating with Mr. Parisi.

Conceptual Review

Conditional Use Permit Application submitted by Nicole Toy Caron for property at 84 School St., Tax Map 179-Lot 22, owned by Nicole Toy Caron. The applicant is seeking an approval of a Conditional Use Permit in order to expand The Enchanted Sticker home-based business to carry and sell needlework and specialty sewing supplies.

Mrs. Toy Caron said that she wanted to expand her business. It will still be in one room of her home. She said there would only be a minimal increase in traffic. Mr. Dube asked if she had a permit to run her business and he's not sure she needs one. She said she did not. Ms. Czysz said this would be under the category of Home Based Business.

ARTICLE 23B – HOME ENTERPRISES.

1. Home Business – A business, profession, or trade that is conducted by a resident of the premises, entirely within the residence or an accessory building, and does not involve more than occasional business vehicular traffic to the property. Examples include but are not limited to: artists, desktop publishers, software developers, and people who work at home and conduct business by mail or electronic communication.

Ms. Czysz recommended bumping it up to number 3. because of retail sales.

3. Home Industry – A business or trade that is conducted by a resident of the premises, but not necessarily entirely enclosed within structures. A Home Industry involves an increase in traffic for employees and delivery vehicles, and a minimal increase in traffic for clients. A Home Industry may also involve the use or exposure to toxic or waste products that may be harmful to people or the environment. Examples include but are not limited to: craftsmen, wholesale bakery or other wholesale food production, small engine and boat repair.

Ms. Czysz said the application should be for an expansion of a home enterprise. The business is conducted entirely within the home.

Ms. Czysz said it would be under C and D

C. Home Businesses. Home businesses are permitted in all districts where Single Family Residence is a permitted use without the need for a Special Exception or Conditional Use Permit, if in compliance with the requirements of Section B, above, and the following

D. Professional Uses and Customary Home Occupation. Professional Uses and Customary Home Occupations are permitted Conditional Use Permit from the Planning Board in all zoning districts where Single Family Residences are a permitted use, except the Residential II – Shorefront district.

1. The activity must be conducted entirely within the residence or an accessory building. 2. Not more than four (4) non-resident persons shall be employed in the activity at the site. 3. There shall be no exterior display, no exterior storage of materials or equipment, and no other variation from the residential character of the premises. 4. The Professional Use and Customary Home Occupation shall not generate traffic that is inconsistent with the traffic associated with a single-family residence. 5. The Professional Use and Customary Home Occupation shall not necessitate more than six (6) parking spaces for clients, patients, non-resident employees, or other business related demands. 6. The Professional Use and Customary Home Occupation shall not entail more than occasional visits by commercial vehicles.

Mrs. Toy Caron said she has a UPS delivery once every two weeks, she is the only employee.

Mr. Dube offered to take comments about this business from the public. Mr. Kenney said he is an abutter, has no opposition to this and wishes her the best. Mr. Dube read the seven criteria.

The Board chose to vote on them collectively.

1. The proposed use(s) shall be only those allowed in this Ordinance by Conditional Use Permit;
2. The proposed use(s) is/are consistent with the adopted Master Plan;
3. The specific site is in an appropriate location and of adequate size for the use;
4. The use, as developed, will not adversely affect the character of the area in which the proposed use will be located;
5. There will be no nuisance or serious hazard to vehicles or pedestrians;
6. The use will not place excessive or undue burden on Town services and facilities;
7. There would be no significant effect resulting from such use upon the public health, safety, and general welfare of the neighborhood in which the use would be located.

Mr. Silcocks made a motion, seconded by Mr. Fifield, to approve all seven criteria. Roll call: DesRoches aye, Stewart aye, Silcocks aye, Fifield aye, Dube aye (Vote 5-0)

(ARTICLE 23B – HOME ENTERPRISES

D. Professional Uses and Customary Home Occupation.)

Conceptual Review

Charlie Karcher of Norway Plains on behalf of Province Line Associates, campground expansion

Mr. Karcher brought in the plans for an expansion of a campground. Mr. Dube said this is a Conceptual Review and nothing that is said here tonight is binding on either party. The existing campground has stick built cabins. They have kept one hundred feet from the residential development that is next to the campground and thirty feet from the wetlands. He asked how technical they had to get for drainage and roads. There will be no septic systems. There will be a couple of wells. If you don't bring water to the site you don't need septic.

The topography slopes down near the road but not where they are planning to build. Ms. Czysz's letter stated the following: DOT Driveway approval, NHDES Subsurface making sure firetrucks can get through. Mr. Thibodeau said this will make a safer entrance. They will need a Shoreland Permit. They have two community wells now so they know the criteria, Mr. Karcher said he has a plan in his truck with everything on the list on it but didn't want to bring it in until the abutters had a chance to look at it. They will need AOT, if disturbed area is 100,000 sq. ft. This is a 206 acre parcel and they are only asking for twenty more sites. They would need a state license for the expansion of the campground. Town requirements: Campgrounds are a Conditional Use in R2 and Agricultural districts. The cabins will comply with size of 400 sq. ft. Mr. Karcher said that they will meet all requirements of Article 3: Recreational Campgrounds. He doesn't expect to request any variances or waivers at all.

Ms. Czysz says they seem to be compliant with everything in Article 13. He will make application to the DOT after Christmas. Conditional Use Permits will be reviewed. There will also be a Major Site Plan Review. Mr. Dube asked about the Privies. Mr. Thibodeau said they are pumped regularly and inspected by the state yearly. Mr. Karcher said the state requires that the privy holding tank be four feet above the water table. Police and Fire will both check out the site. Ms. Czysz said one requirement of the Campground Ordinance is that cabin numbers have to be posted.

Board Business

Mr. Dube asked when an applicant can go register a mylar? Ms. Czysz said never. It should always be the municipality that takes things to the Registry of Deeds. The Board members signed the following Mylars:

Sign Mylar

Anne & Steven Langton, Province Lake Road, Subdivision Map 150 Lot 18 revision [two driveways to a single shared driveway.]

Sign amended Mylar

Matthew & Gregory Lagan, Tax Map 143 Lot 24, 179 Doc Morrison Road, and Millward Revocable Trust, Joseph & Meredith Millward, Trustees.

Sign Mylar

Consolidation & Subdivision - Province Lake Road Holdings LLC, Tax lots 34-99 and 31-28

Bond Release/Reduction Request

C.P. McDonough, 80-82 Blossom St. Realty Trust for property on 49 Crystal Lane.

Mr. Gosselin and Mr. Dube both went to inspect this property. Mr. Dube said there are still some issues to be addressed. There is also an erosion control bond. Mr. Dube said the Board needs Mr. McDonough's engineer to tell the Board how much the bond reduction should be. It's not the Board's responsibility.

Interim Designee needed for Notice of Merger approvals

Mr. Dube said leave it the way it is and he'll sign for everything.

Mr. Stewart made a motion, seconded by Mr. Silcocks, that Tom Dube will be the Interim Designee for Notice of Merger approvals. Roll call: DesRoches aye, Stewart aye, Silcocks aye, Fifield aye, Dube aye (Vote 5-0)

Approval of previous meeting minutes

The minutes of December 2nd were tabled until the next meeting.

Correspondence

Public comment

Set next meeting date

The next meeting will be January 6, 2022

Review schedule for 2022

Adjourn

Mr. Fifield made a motion, seconded by Mr. Silcocks, to adjourn the meeting at 8:15. Roll call: DesRoches aye, Stewart aye, Silcocks aye, Fifield aye, Dube aye (Vote 5-0)

Respectfully submitted for approval at the next Planning Board meeting

Priscilla Colbath
Planning Board Secretary