



TOWN OF WAKEFIELD, NEW HAMPSHIRE

LAND USE DEPARTMENT

2 HIGH STREET

SANBORNVILLE NH 03872

TELEPHONE (603) 522-6205 x 308 FAX (603) 522-2295

LANDUSECODEDEPT@WAKEFIELDNH.COM

MINUTES OF THE PLANNING BOARD MEETING

20 April 2017

Approved: 05/04/17

MEMBERS		ALTERNATES		OTHERS	
Stephen Royle, Chairman	X	Doug Stewart	X	Nathan Fogg, Land Use Clerk & Code Enforcement Officer	X
Tom Dube, Vice Chairman	X	John Blackwood	X	Bridget Passariello, Code Asst	X
Connie Twombly, Selectmen's Representative	X	Nancy Spencer-Smith	X	Mike Garrepy, Planning Consultant	X
David Silcocks, Member	X	Donna Martin	X	Richard Sager, Town Counsel	
Dick DesRoches, Member	X				

Also present were: Jerry O'Connor, Danny Bouzianis (Dunkin Donuts), Keith Gray (Sebago Technics), Shawn Frank (Sebago Technics), Derek Caldwell (Sebago Technics).

CALL TO ORDER

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

PUBLIC COMMENT

2. None.

PRELIMINARY DISCUSSIONS

3. None.

PUBLIC HEARING

4. **Application for a Revision to a Previously Approved Site Plan** owned and submitted by Danny Bouzianis of Delphi Realty Group XII, LLC (Dunkin Donuts), located at 24 Main Street, Tax Map 240-8. The applicants are proposing to add a drive-thru window to the existing business.

5. M Garrepy noted that even though the application is not complete, the PB should move ahead with the presentation and public comment to help move the application forward.
6. Keith Gray from Sebago Technics and Danny Bouzianis came forward to present the application. He explained the application in general and addressed issues raised by Norway Plains and M Garrepy. Existing landscaping will not be removed; however, some will be relocated to facilitate the drive thru lane and exit. Existing boulders along the edge of the parking will be moved back from the edge of pavement. They have addressed the issues noted by M Garrepy. The additional impervious area along the north side of the building is accounted for in the original site design. Danny Bouzianis noted that the existing wall pack lighting near each of the rear entrance doors is adequate to light the drive thru lane.
7. Keith Gray mentioned the traffic concern and recommended second egress proposed by Chief Fifield. He noted that most of the drive thru sites similar to this site have one combination entrance/exit. Adding a second egress point adds a second possible conflict area on the road and in the site. Signage will be included on the circulation plan that they will submit. A stop sign will be placed at the exit to the drive thru lane.
8. Danny Bouzianis noted that the strip mall style building provides plenty of length for the drive thru que. This site provides at least 14 cars which will handle the peak flow. Typically, there are no more than 8-10 cars during a peak time. The typical wait at the window is 30 to 45 seconds which provides breaks in car existing the drive thru for parked cars to enter and exit the parking spaces. The trash pickup takes place once per week. The truck can maneuver through the drive thru lane during non-peak hours for the trash pickup. They will add a sloped curb near the boulders to lessen the chance of a car hitting the boulders. Bollards were suggested for both corners of the north end of the building.
9. S Royle asked M Garrepy how the PB should proceed. He responded that once they are done with their review they should find out when the applicant would like to come back and then continue the public hearing to a date certain. M Garrepy also noted that he felt that the entrance could be widened to provide 3 lanes. One for the drive thru, one for general entrance, and one for an exit. Relocating vegetation within the 50-vegetative buffer will require a waiver from the PB. D DesRoches would rather see an alternative landscaping plan. C Twombly feels that providing a three-lane entrance is a good way to satisfy Chief Fifield's comment about a second entrance.
10. N Smith questioned whether there should be a crosswalk placed from the front walkway to the employee parking area. S Royle questioned the turning radius being 10 feet rather than 15. A waiver request will need to be made and approved by the board. The drive thru height will be restricted to 9 feet.

11. Derek Caldwell explained the traffic count and pattern to the board and that the peak Saturday morning car count would increase by 15 cars per hour, which is not a significant change compared with the existing traffic count. Danny Bouzianis noted that when the other two units are occupied, the peak flow for Dunkin donuts will take place before they open. He will not rent to any business that competes with him for obvious reasons. Painting the traffic line will help to keep traffic flowing.
12. M Garrepy noted that the PB could hire their own traffic engineer to review some of the issues reviewed at the meeting. S Royle asked the PB and after discussion, none of the members felt it was necessary.
13. Jerry O'Connor feels that many businesses around our area have more than one entrance. He feels that there are many DDs that have the drive thru lines extend out onto the road. He was concerned about people leaving the rear entrances would startle or be startled by cars in close proximity. Only employees use the rear entrance and the rear doors are only used for emergency exiting, trash removal, and loading.
14. Danny Bouzianis noted that a store without a drive thru employs 10-15 employees, while a store with a drive thru has 15 to 27 employees.
15. S Royle noted that the PB should receive a floor plan for the DD that shows the actual number of seats to have with the application. Danny Bouzianis noted that they currently have less than 19 seats and they are considering removing some seating to add a second bathroom because that is their second most requested item with the store. They may add porta-potties until they add a bathroom.
16. M Garrepy believes they should review the delivery schedule to minimize conflicts with the drive thru lane.
17. Jerry O'Connor was concerned that the petitioned warrant article should have been a petitioned zoning article. The PB noted that they would review the RSA to ensure compliance with the RSA and would check with legal counsel.
18. Danny asked if he could be on the May 4th PB agenda. S Royle believes that both Norway Plains and Mike Garrepy should review the amendment.

MOTION: To continue the Dunkin Donuts public hearing to May 4th.
Made by: Tom Dube
Seconded by: Connie Twombly
Discussion: None
Vote: 5-0 in favor of motion

BOARD BUSINESS

19. Final grading of slope at 73 Crystal Lane appears to be complete and there appears to be adequate top soil available to stabilize the slope although only about 25% of the slope has been stabilized to date. N Fogg will touch base with owners and get a stabilization time table.
20. Water feature at Lake Ivanhoe Campground. Looked at proposed plans for the water feature and electrical from Lake Ivanhoe. The PB sees no problem with installing such a water feature. PB review not required.
21. Discussion of revising Development Regulations. No changes have been made for the rewording at this time.
22. New RSA books are available in N Fogg's office.

APPROVAL OF MINUTES

23. Approval of the minutes from April 6, 2017

MOTION:	To approve the minutes from April 6, 2017
Made by:	Tom Dube
Seconded by:	Connie Trombley
Discussion:	None
Vote:	5-0 in favor of the motion.

PUBLIC COMMENT

24. None

SET MEETING DATE

25. The next scheduled PB meeting will be 7pm, Thursday, May 4, 2017 in Town Hall.

ADJOURNMENT

MOTION:	To adjourn the meeting at 8:35 pm.
Made by:	Tom Dube
Seconded by:	Connie Twombly
Discussion:	None
Vote:	5-0 in favor of the motion.

Respectfully submitted,
Bridget Passariello