

1 **TOWN OF SUNAPEE**

2 **PLANNING BOARD**

3 **AUGUST 13, 2020**

4 Chairman White called the meeting to order at 7:06 pm.

5 Chairman White read the Governor's Emergency Order #12 that authorizes the Planning Board to meet
6 electronically: "As Chair of the Planning Board, I find that due to the State of Emergency declared by the
7 Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency
8 Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.
9 Please note that there is a physical location at 23 Edgemont Rd in the Meeting Room to observe and
10 listen contemporaneously to this meeting, which was authorized pursuant to the Governors Emergency
11 Order. Please note that all votes that are taken during this meeting shall be done by roll call vote. Let's
12 start the meeting by taking a roll call attendance. When each member states their presence, please also
13 state whether there is anyone in the room with you during this meeting, which is required under the
14 Right-to-Know law."

15 A roll call was taken:

16 **MEMBERS PRESENT BY VIDEO:** Randy Clark; Joe Butler; Michael Jewczyn, Vice Chair; Sue Gottling, Ex-
17 Officio Member; Donna Davis Larrow, Alternate;

18 **MEMBERS PRESENT IN THE MEETING ROOM:** Peter White, Chair; Michael Marquise, Planner

19 **ALSO PRESENT BY VIDEO:** Aristotle Souliotis

20 **MEMBERS ABSENT:** Jeffrey Claus; Richard Osborne

21 Chairman White appointed Mrs. Larrow to sit in as a full member of the Board for the meeting.

22 **CONSULTATION - PARCEL ID: 0133-0035-0000: 77 & 81 MAIN ST, SUNAPEE HARBOR RIVERWAY**

23 Mr. Marquise said that he has not heard from anyone at the Riverway since they requested to be added
24 to the agenda. He suggests that the consultation be skipped and to move on to the next item on the
25 agenda.

26 **CONSULTATION - PARCEL ID: 0129-0043-0000: ONE UNIT UPSTAIRS WITH STORAGE AREAS ON THE**
27 **FIRST FLOOR; 4-8 SOONIPI CIRCLE; ARISTOTLE SOULIOTIS**

28 Chairman White said that a consultation is just an informal discussion with the applicant about a
29 proposed plan. The discussion is meant to be kept as a broad view of the proposed project and if the
30 Board sees something that might cause concerns. The Board will not take a vote on anything so the
31 discussion should not be too in depth.

32 Aristotle Souliotis said that he is an owner of Soonipi Center on Sargent Rd and that property consists of
33 five residential townhouse units with commercial space underneath. There is also a foundation adjacent
34 to the existing building that they were told when they purchased the property that it was approved for

two residential units upstairs and commercial space underneath. They would like to build on the existing foundation and plan on building two residential units on the top and they would like the downstairs to be two garage bays. There is currently no storage space for the residential tenants and it is difficult for them to store things like bikes, kayaks, etc. and they would like to use those two garage bays for storage.

Mr. Marquise said that one reason that he asked Mr. Souliotis to have the consultation was because this is a pre-approved Site Plan for the two residential units; the storage space was not part of the original approval and the Board may want to discuss that. There was no deadline on the original Site Plan but almost 15 years has passed since the approval so he thought the Board would want to discuss if they think it needs a new Site Plan.

Mr. Souliotis said that the foundation was constructed when the other building was built and there will be no changes to the parking or anything else; they just want to change the approved commercial front to garage bays.

Vice Chair Jewczyn asked and Mr. Souliotis explained where the building will be constructed on the site and how the garage bays will be situated. Vice Chair Jewczyn asked and Mr. Souliotis said that the foundation has already been built; the other building has residential units on the top and then the commercial units are in what is essentially a walkout basement. The proposed garage will be underneath the residential units.

Vice Chair Jewczyn asked and Mr. Marquise said that he was concerned if the space was going to be used as commercial storage space. He thinks that it makes a big difference if the space is just used for the residential units in terms of traffic and altering the site; if it is just storage space for the residents, he is less concerned. Vice Chair Jewczyn asked and Mr. Marquise confirmed that it could be approved as storage space with the caveat that it is only for the residential units. Mr. Souliotis said that they are only looking to use the space for the tenants. Mrs. Larrow asked and Mr. Souliotis said that the storage space will only be for the residential units.

Chairman White asked and Mr. Marquise said that he thinks that the foundation was approved only for two residential units and no commercial space. Mr. Souliotis said that it was approved for two residential units upstairs and one commercial unit below.

Chairman White asked and Mr. Souliotis said that they want to build two residential units above and have two garage bays below but the garage would be open. The residential units do not have storage space and they would like to offer the garages so that it helps keep the yard a little cleaner.

Mr. Butler asked and Mr. Marquise confirmed that the residential units and commercial unit was approved about 15 years ago. Mr. Butler asked and Mr. Souliotis said that it will be one garage with two bays and will be used as storage for the residential units.

Chairman White said that he thinks that a garage for tenants would create less site impact than commercial space. Mr. Marquise said that he agrees and does not think that there would be much impact. The issue was that it has been a long time since the approval and most of the Board members were not around when it was approved.

Chairman White asked the Board for their thoughts on the proposal.

Mr. Clark said that he does not think that it is necessary to have the applicants go through Site Plan as he does not think that it is enough of a change.

Vice Chair Jewczyn said that he does not see a problem as long as the space remains a garage and does not become a commercial space. Mr. Marquise said that any sign off on the construction will be based on the proposal of two residential spaces above and one garage space below. He has a Statement of Property Usage that states this that he can share if the Board does not feel like the proposal needs to go through Site Plan.

Mrs. Larrow said that she does not think that this needs to go through Site Plan as long as it is documented that it is two residential units and that the underneath will be used for storage for the residential units.

Mr. Butler and Chairman White agreed with the rest of the Board.

Mr. Marquise said that as the proposal does not need to go to Site Plan he will sign off on the Statement of Property Usage and get it to the Zoning Administrator who should be able to issue the Certificate of Zoning Compliance.

MINUTES

Changes to the Planning Board minutes from November 14, 2019: There were no changes made to the minutes.

Vice Chair Jewczyn made a motion to approve the minutes. Mr. Butler seconded the motion. The motion passed unanimously.

Changes to the Planning Board minutes from December 12, 2019: Change Line 131 to read "Plan and should be a public hearing..." Change Line 232 to read "Mr. Marquise said that the 25 ft buffer..."

Vice Chair Jewczyn made a motion to accept the minutes as amended. Mrs. Larrow seconded the motion. The motion passed unanimously.

Changes to the Planning Board minutes from January 9, 2020: Change Line 152 to read "...and an artesian well." Change Line 534 to read "...the Town has a very low school tax rate..."

Mrs. Gottling made a motion to approve the minutes as amended. Mr. Clark seconded the motion. The motion passed unanimously.

Changes to the Planning Board minutes from February 13, 2020: The minutes were continued until the next meeting.

Changes to the Planning Board minutes from March 12, 2020: The minutes were continued until the next meeting.

Changes to the Planning Board minutes from June 11, 2020: The minutes were continued until the next meeting.

107 **MISCELLANEOUS**

108 There was a brief discussion regarding if the Zoning Board is proposing any Zoning changes.

109 There was a brief discussion regarding the proposal that the Sunapee Riverway was going to discuss with
110 the Board.

111 There was a brief discussion regarding the proposed changes to the Subdivision Regulations including
112 changing the regulations regarding boundary line agreements. There was also a brief discussion about
113 proposed changes to the Site Plan Review Regulations including removing the signature block from the
114 Site Plan as they now have Peer Review Meetings and final plan sign offs.

115 There was a discussion about the Peer Review Meetings and that the meetings are mandatory
116 Department Head meetings.

117 There was a discussion about requiring enough plans for all of the Board members or just continuing to
118 require four plans and also requiring pdfs of plans.

119 Vice Chair Jewczyn made a motion to adjourn at 7:45 pm. Mrs. Gottling seconded the motion seconded
120 the motion. The motion passed unanimously.

121 Respectfully submitted,

122 Melissa Pollari

123 Planning Board

124 _____

125 Peter White, Chairman

_____ Michael Jewczyn

126 _____

127 Joseph Butler

_____ Randy Clark

128 _____

129 Jeffrey Claus

_____ Richard Osborne

130 _____

131 Donna Davis Larrow, Alternate

_____ Suzanne Gottling, ex-officio member