

1 **TOWN OF SUNAPEE**

2 **MASTER PLAN – PLANNING BOARD**

3 **MARCH 18, 2021**

4 Chairman White called the meeting to order at 7:00 pm.

5 Chairman White read from the agenda that “Due to the COVID-19 situation and in accordance with
6 Governor Sununu’s Emergency Order #12, pursuant to Executive Order 2020-04 and extensions of
7 Executive Order 2020-04, this Board is authorized to meet electronically. The public has access to
8 contemporaneously listen and participate in this meeting through electronic online video conferencing
9 at <https://zoom.us/> with Meeting ID 93547915962. This meeting will be Zoom only.”

10 A roll call was taken:

11 **MEMBERS PRESENT BY VIDEO:** Peter White, Chair; Michael Jewczyn, Vice Chair; Jeffrey Claus; Joe
12 Butler; Richard Osborne; Sue Gottling, Ex-Officio Member; Michael Marquise, Planner

13 **ALSO PRESENT BY VIDEO:** Charlene Osborne

14 **DISCUSSION ON MASTER PLAN TOPICS**

15 Chairman White said that a Town cannot have Zoning without a Master Plan and the Town has to
16 update the Master Plan every 10 to 15 years. Mr. Marquise said that the Master Plan should be updated
17 every 10 years; Towns that grow quickly sometimes update them every 5 years.

18 Mr. Marquise said that the Master Plan is a framework for the community, it has no authority in and of
19 itself. The ideas and the recommendations that are put into the Master Plan can go towards creating
20 Zoning and other sets of regulations that can guide the community in things such as building
21 development, new roads, natural resources, utilizing town land, etc.; it is a blueprint for the community.
22 He thinks that the Board did a good job on the last Master Plan at laying out the community and setting
23 out recommendations that he thinks the Town followed pretty well.

24 Mr. Marquise said that he has tried to dovetail this process to get good data from the census. In the
25 past, the Board has relied on old census data but this year they should have data from the 2020 census.
26 This data should give good information such as homeownership versus rentals and things like that.

27 Mr. Marquise explained the purpose of the Master Plan from RSA 674:2. The State sets aside two
28 sections that are important, the vision of the community and land use, which involves plans and maps.
29 There are also a list of possible other sections that may be included in the Master Plan. Mr. Marquise
30 explained to the Board what was included in the last Master Plan. He would like to discuss what the
31 Board feels has changed and is changing in Town and what sections may need to be looked at more
32 directly. He knows that there has been some community input in terms of energy and the Board may
33 want to consider working that into the utilities section or as its own section.

34 Vice Chair Jewczyn said that one of the things he got from the statistics is that Sunapee needs a
35 minimum of 45 – 50 houses per year to be built to accommodate the plans that have been made. He
36 also gets from the questionnaire that people are not in favor of multi-family housing so they are looking

at individual residences. He questions where these houses will be built and where the land will be found. Mr. Marquise said that he has not seen the CZC permits in the past few years but the tendency is that there may be 30 built per year at the high end. The Board sees all of the subdivision applications and if 10 lots are created that is a good year. He is expecting with the growth that in the next few years the developments that will be coming before the Board soon will be completed. There was further discussion regarding this matter.

Chairman White said that construction costs in the area are high and, historically, costs doubles every 10 years. Everyone talks about workforce housing and affordable housing, however, he does not know if that is possible given the Town's topography and the costs to buy land. Upfront costs are high in Sunapee so any type of workforce or affordable housing is difficult. Currently, Bill Ostrom probably has the biggest workforce housing area in town and he bought the land many years ago and is a builder so he was able to construct the buildings somewhat affordably. For the average person to buy land and build a multi-family housing on it is cost prohibitive for this scenario. Vice Chair Jewczyn asked and Chairman White said that this type of housing will need to be developed elsewhere. Chairman White said that the other challenging thing is that the land does not have water or sewer and sometimes not even power. He thinks that it is much more affordable and realistic to develop workforce housing in other areas. There was further discussion regarding this matter.

There was a brief discussion about conservation land and developable land.

There was a brief discussion about taxes and land prices in the area as well as further discussion about workforce housing and rental costs in the area.

Mr. Marquise said that there is a workforce housing ordinance in the Zoning to help with the underlying lot sizing. Also, the State's requirement about accessory dwelling units allows people the opportunity to have a second unit and not have to have extra land to accommodate it. Chairman White said that one issue with an ADU is that it has to be attached to the main dwelling unit and he is not sure how comfortable people are with that. Another issue is that either the ADU or the main dwelling unit has to be owner occupied.

Mrs. Gottling said that she heard on a news station that there are many jobs for younger people in the State but there is no affordable housing so NH will lose a lot of the younger population; it is not just Sunapee or New London, it is the whole state.

Mr. Butler said that since he has been on the Board, they have approved three to four subdivisions but he has not noticed housing being built. Chairman White said that a lot of the initial costs to purchase land, especially if it is a view lot, means that the houses are not starter homes. There was further discussion about subdivisions and developments that have and have not been successful.

Mr. Butler asked if the Town employees must live in Sunapee and Mrs. Gottling said that they do not. Mr. Butler asked if that takes away from the need. Mr. Osborne said that there are many other people who need workforce housing. Mr. Butler said that there are towns in MA where employees have to live in the Town. Vice Chair Jewczyn said that there are firefighters and police officers in CT that have to live 20 to 25 miles from the town they work as they cannot afford housing. Mr. Butler said that costs have become an issue in the past 30 years or so.

76 Mr. Marquise screen shared the 10-year summary for new single-family homes from the Town Report.

77 Mr. Butler asked and Mr. Marquise said that he has not received data from the census yet, he is hoping
78 that it will be processed in the next few months. Mrs. Gottling said that she believes that there are
79 3,300 or more registered voters. Chairman White said that a year ago there were not quite 3,000
80 registered voters. Vice Chair Jewczyn said that the 2030 projection is 4,500 and he thinks that is low,
81 however, the question is where the additional people will go. Chairman White said that what has
82 happened this year is that people who already owned houses here moved permanently; there was a
83 huge influx of people who figured out they could work from home and live here year-round. Mrs.
84 Gottling said they are probably working virtually. There was further discussion regarding this matter.

85 Mr. Claus asked and Mr. Marquise said that he believes that the new home summary from the Town
86 Report includes when an existing home is torn down and rebuilt. Mr. Claus said that makes more sense
87 as he does not see many new houses being built on previously vacant lots. Mr. Marquise said that the
88 number does include replacements. Mr. Claus said that is unfortunate because he thinks that the
89 majority of those new houses would be replacements.

90 Vice Chair Jewczyn asked if there is a map of available land if the Board could work out ways that the
91 land could be developed more easily. Mr. Claus said that the actual costs of construction alone can
92 make it difficult. He thinks that the only way something like this could be solved in this area would be
93 with federal money / incentives for a developer. Chairman White said that there also needs to be
94 incentives for the infrastructure; many areas do not have water or sewer and sometimes they do not
95 have power. It is extremely cost prohibitive to not have those things right at the road for someone to
96 tap into.

97 Mr. Claus said that to go along with the shortage of housing, he has also heard that there is a shortage
98 of daycare providers.

99 Chairman White asked and Mr. Marquise said that the discussion has been good to help determine what
100 the Board should focus on. Mr. Marquise said that he has written down land use, housing, population as
101 the top three areas of focus.

102 Mr. Marquise said that he is hoping they can hold a community charette in the fall where people can sit
103 down and look at the community and draw on maps where they think things should go.

104 Chairman White said if someone needs to rebuild their house, in our area the cost per square foot is, at
105 a minimum, \$300 / square foot, a \$450 / square foot is a nicer house, and then it goes up from there.
106 Mr. Butler said they just went through that to add on to their house and they were astounded by the
107 costs. Chairman White said that even before COVID the minimum was \$300 / square foot and he does
108 not see the costs coming down.

109 Mr. Marquise said that he thinks that the Town's community facilities have come a long way in the past
110 20 years, though he understands the elementary school still needs to be addressed. He does not think
111 that this section needs to be discussed as much. Mr. Osborne said that two areas that he thinks could
112 be addressed are the recreation facilities, which are lacking in some areas, and in the Harbor there is still
113 no places to park a boat with a trailer or to park a boat, you can only pull up to the beach, which is not
114 convenient. There are two public parking spaces in the Harbor and he thought the Town could

115 rearrange the docks to have both big boats on the right-hand dock and then take out the crib dock and
116 add a floating dock with some fingers to allow for public boat parking. In terms of the trailer parking, he
117 is not sure how much land is above the gazebo area, but it might be possible add resident boat trailer
118 parking. Mrs. Gottling said that the Highway Director has talked about adding more docks on the beach
119 area and then also using the extra space up above.

120 There was further discussion regarding the issue of parking in the Harbor and the possibility of having a
121 parking garage in the Harbor and the costs associated with it and the deed restrictions in the Harbor.
122 There was also a discussion about creating a seasonal one-way loop in the Harbor to help with parking.
123 There was also a discussion about the Harbor and making it year-round.

124 Mr. Marquise said that he would like to start updating some of the information in the Master Plan that is
125 just factual and then moving forward after receiving input the recommendations can be changed.

126 There was a discussion about the Route 11 project and how it divided the Town and about the plan that
127 the Highway Director drew and about the Upper Valley Regional Planning Commission helping with the
128 project.

129 Mr. Claus said that he had wanted to talk about beautification as it is his experience with other
130 communities and how specific they get with planting plans and screening from right of ways and the
131 tree spacing, etc. and Sunapee has little in the Zoning. He thinks that this could be a Town led thing with
132 some beautification to add some extra trees here and there and adding regulations in for future
133 developments would be good.

134 Vice Chair Jewczyn asked if the Town could develop areas for possible development and bring in federal
135 money programs to help assist with the development. This could create more housing and bring in
136 more people and business. Mr. Marquise said that the Board was not looking at this from an economic
137 development standpoint. For Route 11 they were looking at state and federal money for the route to
138 the schools and for the storm water.

139 There was a discussion about the elementary school pick up and drop off and about the elementary
140 school warrant articles.

141 There was a discussion about the infrastructure in Town and talking to Water and Sewer to determine if
142 they have any proposed projects for the next 10 years. There was also a discussion about potable water
143 and the conservation land behind Wendell Marsh. There was also a discussion about the water and
144 sewer lines.

145 Mrs. Gottling said that broadband should be discussed under the utilities and public services section.

146 The Board discussed looking over the questionnaire before the next meeting and that they should think
147 of topics to build on for the next meeting.

148 **Vice Chair Jewczyn made a motion to adjourn at 8:27 pm. Mr. Osborne seconded the motion seconded**
149 **the motion. The motion passed unanimously.**

150 Respectfully submitted,

151	Melissa Pollari	
152	Planning Board	
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154	Peter White, Chairman	Michael Jewczyn
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156	Joseph Butler	Randy Clark
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158	Jeffrey Claus	Richard Osborne
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160	Suzanne Gottling, ex-officio member	
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