

1 **TOWN OF SUNNAPEE**

2 **PLANNING BOARD**

3 **JANUARY 19, 2023**

4 **Chairman White called the meeting to order and conducted a roll call at 7:08 PM.**

5 **MEMBERS PRESENT BY VIDEO:** Suzanne Gottling, Jeff Claus.

6 **MEMBERS PRESENT IN THE MEETING ROOM:** Randy Clark, Richard Osborne, Chairman Peter White, Joseph Butler,
7 Robin Saunders.

8 **MEMBERS ABSENT:** Gregory Swick.

9 **ALSO PRESENT IN THE MEETING ROOM:** Michael Marquise - Town Planner.

10 **ALSO PRESENT BY VIDEO:**

11 Appointments

12 7:00PM Olivia Uyizeye, Upper Valley Lake Sunapee Regional Planning Commission

13 Ms. Olivia Uyizeye (Via ZOOM) presented the Town of Sunapee National Research Inventory and Conservation Plan
14 written by the Conservation Commission. She explained that the bedrock underneath the Town of Sunapee is
15 mostly igneous rock; that is granite formed when the melted rock solidified inside the earth. This bedrock dates
16 from the Devonian period roughly 400 million years ago before the present day. This geologic period was named
17 "The age of the fishes", due to the significant fish diversity present at that time. Sunapee's geologic features make
18 mines and beautiful natural rock formations that produce fine grain granite that is well suited for monuments and
19 building. The bedrock forms the foundation to the natural resources Sunapee relies on for their drinking water.

20 The town is divided into two sub-watersheds: the western portion of the town is part of the Sugar River watershed
21 and eastern side is part of the Lake Sunapee watershed, draining directly into Lake Sunapee before flowing into the
22 Sugar River. The influence of the Sugar River is significant for the industrial history of the region. The Sugar River is
23 also a secondary water supply for the City of Claremont. Sunapee is rich in surface water bodies, having five lakes
24 or ponds over 10 acres. Lake Sunapee is an iconic symbol of the region and has been protected by concerned
25 scientists since 1898, with the establishment of the LSPA. She noted that the wetlands are spread all over the town
26 and mentioned Wendell Marsh along the Sugar River as a noteworthy wetland in Sunapee, with almost 208 acres
27 of conserved plants. The Marsh helps control floods and trap sediments. The State of NH allows the municipalities
28 to designate prime wetlands, and these are typically delineated by the wetland scientists. By identifying and
29 protecting the full range of ecological communities present in Sunapee, such as the highlighted wetlands, and also
30 a broad variety of habitats that could be found there, it should be profitable to provide habitats for all related
31 species, both common and rare, and there are many rare species that have been spotted in town. In Sunapee
32 23.4% of the land is considered prime farmland. Next, Ms. Olivia Uyizeye presented the town forests together with
33 the snow coverage percentage during the winter season. She also presented the supervised natural resource land
34 for current zoning and land use. Most notable for the zoning are the town's multiple layers of resource productions
35 through the water resource's overlay district, including the shoreline and wetland overlay. Areas covered by the
36 overlay district have more restricted regulations, with the intention to protect the water resources and ecologically
37 fragile areas of the town. As of 2021, 6,587 acres are enrolled in current use. In addition to looking at the active
38 land use regulations, there are also non-regulatory protections, in particular the Lake Sunapee Protective
39 Association and their work and environmental education, and watershed management. The next section of the
40 report was about the conservation plan, taking up information and thinking about what action might be taken to
41 ensure that the town has what it needs to flourish, have a functioning economy and the role of landscaping. She
42 presented the priority zones, and the zoning area protection. She showed the action plan, which was focused on
43 the strategy for planning and zoning collaboration, and it was broken down to different types of actions.

44 Barbara Chalmers pointed out that they started this process last April and that this is the second natural resources
45 inventory that the county has done, and all the documents were being uploaded to the town's website. They have
46 done an historic and cultural resources inventory as well in the report, as a new section.

47 Chairman White noted that it is an amazing amount of work that was put together and consolidated.

48 Dan Cave, from the audience asked what constitutes a hotspot.

49 Ms. Olivia Uyizeye answered that seven different categories of natural resources of interest were identified. Part of
50 the hotspot definition was the balance between the data available for different types of resources, such as water
51 resources and land-based resources, for each of these categories. There are relevant data layers available, such as
52 data on wildlife, surface waters, farm and forest land, federal climate change resiliency in regard to wildlife, water
53 protections and land-based protections that exist in town, and cultural or recreational natural resources.

54 Mr. Marquise noted that one of the recommendations was the 100' per buffer for wetlands and water bodies.
55 Now they have 25' buffer for wetlands, to 50' buffer for a water body, so he thought that there were some
56 indications that show that there was a great deal of water quality improvement with those buffers. He asked if that
57 is in the report and if they have examples of other communities who have been able to do the same changes to the
58 buffer requirements.

59 Ms. Chalmers replied that it is all in their report.

60 Board members discussed some of the topics from this presentation, and at the end they concluded that there was
61 a great amount of work and effort put in this presentation and it will be helpful for their community.

62 Mr. Clark asked how they can put this presentation into something digestible to put in the Plan.

63 Mr. Marquise responded that last time the process was to have public meetings after the presentation and then it
64 got put in Land Use section of the Master Plan.

65 Ms. Saunders had a question about who was compiling all this information, are they volunteers, or somebody gets
66 paid to do it?

67 Mr. Marquise explained that Upper Valley Regional Planning Commission is an organization, so they are getting
68 paid by the town to put this information together, but the Conservation Commission members are volunteers and
69 anything that they have done is volunteer effort.

70 Dan Cave asked if their findings are translated into regulations through the Master Plan.

71 Mr. Marquise explained that the Master Plan is not regulatory, it set goals and guidelines, and then they get
72 translated into ordinances.

73 Revisions to Agenda

74 Other Business:

75 Mr. Butler asked Mr. Marquise is the Questionnaire is going to be out soon?

76 Mr. Marquise answered affirmative.

77 Ms. Saunders commented that there are absolutely no questions in the Questionnaire about the whole section
78 from 2010 Master Plan where they talk about pollution from storm runoff, roads, aging septic systems,
79 maintaining any of the water quality in all the lakes, ponds and streams in Sunapee. She asked if there is an
80 opportunity to put in additional questions there.

81 Mr. Marquise said that he was not sure if they can add more questions but asked Ms. Saunders to send him her
82 proposed questions and he will proceed with them and then inform her.

83 Mr. Marquise informed the members that next month they do not have any cases at their first meeting, so he
84 would like to get back to doing some Master Plan suggestions, inviting people in and having more discussions. He
85 proposed that if nothing comes in, they will cancel that meeting, since he is not expecting any cases.

86 Ms. Gottling asked the members if anybody is going to be present at the deliberative session on February 7, and
87 help explain anything that may come up.

88 Ms. Saunders replied that she will be present.

89 Mr. Marquise explained that at this session a staff member can speak but always has to go through a cycle with the
90 moderator who has to approve it. That is why it is better for the Chair to be present at the session.

91 Chairman White said that he could be there if they feel it is worthwhile for him to be there.

92 Mr. Claus said that is planning on being there.

93 Mr. Butler asked about Scott Hazelton and his new position.

94 Mr. Marquise answered that Mr. Hazelton's is doing the role of a Code Enforcer, amongst other roles at his new
95 position as a Zoning Administrator. He informed the members that Renee Theall is leaving her position as well and
96 moving to Upper Valley.

97 Review of Minutes: September – December

98 Mr. Butler had reviewed the Minutes of September 8 and September 15, 2022, meetings with no suggestions for
99 any changes.

100 **Mr. Clark made a motion to approve the Minutes of September 8 and September 15, 2022, meetings. Seconded**
101 **by Mr. Butler. The motion passed unanimously.**

102 Mr. Marquise had reviewed the Minutes of July 14, 2022, Meeting with proposed changes, as follows: line 43, the
103 word showed to be changed to shown; line 48, the word maybe to be changed to may be line 81, the word more
104 before the word negatively, to be taken out.

105 **Mr. Osborne made a motion to approve the Minutes of July 14, 2022, meeting with the amendment changes.**
106 **Seconded by Mr. Clark. The motion passed unanimously.**

107 Mr. Osborne and Ms. Gottling had reviewed the Minutes of August 11, 2022 Meeting with proposed changes, as
108 follows: line 16, the word in before the word existing, to be taken out; line 17, after the word complete, there
109 should be a period instead of a coma; line 24, the word taking to be changed to taken; line 26, the word dwell to
110 be changed to dwelling; line 30, there should be an a in front of 50-foot, and the word got to be changed to have;
111 line 28, there should be a question mark after the word way, and the next word should be in capital; line 40, the
112 word about to be changed to that; line 43, the word them to be changed to short-term rentals, the word they
113 before have said to be changed to The Zoning Board; line 48, there should be a period after the word clarification;
114 line 50, there should be a question mark after the word variance; line 52, the word them to be changed to it; line
115 55, there should be a as in front of the word Fire, after the word fee, to be added for registration; line 56, the word
116 why to be changed to what, and a period to end the sentence. The word decease to be changed to desist; line 66,
117 the word shot to be changed to shout; line 67, the word less to be changed to fully; line 68, the words he had
118 before the word wanted, to be taken out; line 70, there should be an a before tourist; line 71, the word listed to be
119 changed to list of; line 74, the word their before Ordinance to be changed to Sunapee's; line 79, there should be a
120 period after the word rent it, and the word as permitted to be added after the word stated; line 80, the words in
121 that after the word part, to be taken out; line 83, there should be a period after the word rental.

122 Mr. Clark was not sure if the sentence on line 83 where it is written that Mr. Marquise said that there is no need
123 for a definition of a short-term rental was correct.

124 The Board decided to table the August 11, 2022, Minutes, in order for them to review the video and decide what
125 was the intent of the sentence on line 83 before they approve them.

126 Mr. Clark had reviewed the Minutes of November 17, 2022 Meeting with proposed changes, as follows: line 7,
127 name Jewczyn was misspelled; line 27, the word member to be in plural, members; line 30, an before Amendment;
128 line 107, the word is to be changed to as; line 141, a before member; line 144, there before 120, in; line 145, the
129 word into to be changed into to state that; line 157, there should be added the second name Tyler after Jesse; line
130 187 fulfils to be changed to fulfills; line 228, the word he to be added after information.

131 **Mr. Butler made a motion to approve the Minutes of November 17, 2022, meeting with the amendment**
132 **changes. Seconded by Mr. Clark. The motion passed unanimously.**

133 Signing of Mylar's

134 **Mr. Clark made a motion to adjourn meeting at 9:04 PM. Seconded by Mr. Butler. The motion passed**
135 **unanimously.**

136 Respectfully submitted: Rajmonda Selimi

137 Planning Board

138	_____	_____
139	Peter White, Chairman	Suzanne Gottling
140	_____	_____
141	Joseph Butler	Robin Saunders
142	_____	_____
143	Randy Clark	Richard Osborne
144	_____	
145	Jeff Claus	