

1 **TOWN OF SUNNAPEE**

2 **PLANNING BOARD**

3 **APRIL 13, 2023**

4 **Chairman White called the meeting to order and conducted a roll call at 7:09 PM.**

5 **MEMBERS PRESENT BY VIDEO:** None

6 **MEMBERS PRESENT IN THE MEETING ROOM:** Suzanne Gottling, Richard Osborne, Chairman Peter
7 White, Randy Clark, Jeff Claus, Robin Saunders, Gregory Swick.

8 **MEMBERS ABSENT:** Joseph Butler.

9 **ALSO PRESENT IN THE MEETING ROOM:** Scott Hazelton – Planning, Zoning, and Compliance Director.

10 **ALSO PRESENT BY VIDEO:** Michael Marquise - Town Planner.

11 Appointments:

12 **NEW CASES:**

13 **PARCEL ID: 0138-0037-0000 SITE PLAN REVIEW CELL TOWER 15 STAGECOACH LANE AMERICAN TOWER**
14 **CORPORATION**

15 Chairman White recused himself from the first case, as he was a direct abutter. He appointed Mr.
16 Osborne to run the meeting.

17 Mr. Osborne asked who was presenting the case and if the application was complete.

18 Mr. Hazelton replied that Adam Wolfrey is presenting the case by ZOOM and confirmed that the
19 application was complete.

20 **Mr. Clark made a motion to appoint Ms. Saunders to fill in for Peter White. Mr. Claus seconded the**
21 **motion. All voted in favor.**

22 **Mr. Clark made a motion to accept the application as complete.**

23 Mr. White commented on the completeness of the application. He stated that the application did not
24 have the correct landowner address on it, or the correct landowner, nor did it have the landowner's
25 signature on the application.

26 Mr. Hazelton stated that the owners had sent him an amended cover sheet and a letter of authorization.

27 Mr. White reacted that the application is not signed by the landowner, nor is it dated.

28 Mr. Hazelton said that he also had received an email with the landowners' corrected address from Mr.
29 Wolfrey, the agent representing the landowners.

30 Mr. Wolfrey stated that he had sent an email with a signed application by the owner to the Planning
31 Department on February 1.

32 Mr. Clark asked if the abutters were notified.

33 Mr. Hazelton confirmed that and added that the abutters were actually notified twice, due to a mistake
34 with the first mail.

35 Mr. White commented that as an abutter he had only received one notice and that the notice did not
36 have the owner's information at all.

37 The Board recommended continuing this case for the next meeting, the second Thursday in May. During
38 that period, the application needs to be completed with the proper signatures and proper notices to be
39 resend to the abutters.

40 **Mr. Clark withdrew his motion to accept the application as complete.**

41 **Mr. Claus made a motion to continue Parcel ID: 0138-0037-0000 Site Plan Review Cell Tower 15**
42 **Stagecoach Lane American Tower Corporation, for the next meeting. Ms. Saunders seconded the**
43 **motion. All voted in favor.**

44 Chairman White moved to the next case.

45 **PARCEL ID: 0133-0084-0000 SITE PLAN REVIEW FARMERS MARKET BURKEHAVEN HILL RD. TOWN OF**
46 **SUNAPEE, BEN MERE PARK**

47 Chairman White stated the first order of business is to discuss the completeness of the application.

48 Mr. Marquise stated the application was filed in advance, notices were mailed and posted, and fees
49 were paid. Abutters were notified.

50 **Mr. Clause made a motion to accept the application as complete. Mr. Osborne seconded the motion.**
51 **All voted in favor.**

52 Kelly Webb, the Chair of the Sunapee Farmers Market Committee, Steve Bourque, Recreation
53 Coordinator, Donna Gazelle, and Deb Pasculano (Via ZOOM) presented the case.

54 Ms. Webb presented that since the market had been very successful both for the vendors and the
55 community, it had become an asset to all of them. Going into this season, they have decided to try to
56 move the market to this location again. She elaborated that the new location would be a perfect site for
57 recreational use where children would be safe, away from the traffic. As far as safety, she mentioned
58 that at the current parking entrance there is a blind hill, where they have had incidents in the past. She
59 also mentioned that pedestrian traffic involves some incline and a lot of different terrain and steps,
60 which can be hard to pass for families using strollers and people that have trouble getting around. By
61 moving the market to the new location by the gazebo and keeping it only to the green space, will allow
62 the vendors to be set up on the green space, which is a very large space. The horseshoe pattern of the
63 market will have the back end backed up to the driveway and will corral people into the green space to
64 keep them away from the driveway. It will also allow customers to park on the gravel lot, where there is
65 a handicap parking as well. That will still give space for boats to go on the one-way traffic and allow
66 customers to utilize the paved public lot. It will help people move in a flatter area to and from their
67 vehicles when they come from the market. She would still encourage vendors to park along River Road,
68 so they would leave the parking lots open for the public and customers.

69 Ms. Gazelle spoke about Project Sunapee as a non-profit sponsor of the Farmers Market. The research
70 that they have done shows that it is completely allowable for the market to be moved.

71 The Board members and the applicants discussed some concerns that were raised in the past about the
72 boat traffic in the area and concluded that this location is more positive.

73 Mr. Marquise asked how the sales and sampling of alcohol would be handled at the market.

74 Ms. Webb answered that they have had wine vendors in the past, and they have two vendors planned
75 for this season. The vendors had applied for a permit to vend at the market, for sampling and sales,
76 which goes through the Town Manager and the Liquor Commission.

77 Chairman White mentioned that there was a suggestion to make this a one-year permit and see how
78 things will go.

79 **Mr. Osborne made a motion to accept Parcel ID: 0133-0084-0000; Site Plan Review; Farmers Market**
80 **Burkehaven Hill Rd. Town of Sunapee, Ben Mere Park, on Saturdays for the time period from 8:00 am-**
81 **12:30 pm, for a one-year period. Mr. Claus seconded the motion. All voted in favor.**

82 Chairman White moved to the next case.

83 **PARCEL ID: 0116-0005-0000 CONSULTATION 3 LOT SUBDIVISION 20 NORTHWEST LN. KEVIN CREAM**

84 Chairman White noted that this is a consultation, a non-bonding discussion, so they will not vote on
85 anything. The idea was for the applicants to inform the Board what they are thinking of doing and for
86 the Board to look at it, discuss it, and if they have any concerns or information, they could address it
87 before they do file an application.

88 Doug Gamsby presented this as an unusual case of a three-lot subdivision where the Croydon and Town
89 of Sunapee line runs in the middle of it. On the Sunapee side, there were three lots of 1.935, 1.526 and
90 1.517 acres in rural residential zone, and the Croydon lot was 2.175 acres. The total area of lot one was
91 planned to be 4.11 acres, for lot two 3.94 acres and lot three 4.41 acres. The lot that the owners plan to
92 keep was connected to the town sewer. For the two lots they had subdivision approval from the state.
93 The sewer line was near so one lot in particular could be connected to the sewer line, rather than the
94 septic.

95 Ms. Saunders asked how many feet there is between the sewer line and the lot, because it was
96 mandated that everything within 300 feet had to tie into the sewer, because of Perkins Pond.

97 Mr. Gamsby replied that according to his information, if there is a lot in between, it cannot be forced to
98 connect to the sewer. He raised a question about frontage and said that if right now one lot has
99 frontage from specified points on Melody Lane, but it subdivides, then it technically does not have
100 frontage on that road. His argument for that was that there is a common roadway agreement between
101 all the property owners nearby that the road would be maintained for perpetuity, traffic, snow removal,
102 maintenance, plowing. Plus, the fact that the sewer runs up the road, so the town has used that as a
103 right-of-way, so the Sewer Department has to maintain it.

104 Mr. Marquise noted that North-West Lane in itself does not have enough frontage to meet the Zoning
105 Ordinance, and the would need a variance.

106 Mr. Claus responded that if they look in their GIS, the road ends at the property line and what the
107 applicant is proposing is that this road ends well into his property.

108 Mr. Crean responded that his driveway is on his property, which begins where North-West Lane is.

109 Mr. Claus responded that it means that it gives them 15' of road frontage.

110 Chairman White addressed that the applicant has to deal with the issue of the road frontage, and it has
111 to be determined before their application, because the Board would not be able to act on anything that
112 does not meet the Zoning Ordinance.

113 Mr. Osborne suggested that they could put a cul-de-sac in front of their property.

114 Revisions to Agenda:

115 Other Business:

116 Chairman White noted that they have one more item for this meeting, election of officers.

117 **Mr. Osbourne nominated Mr. White for a Chairman of the Planning Board. Mr. Clark seconded the**
118 **motion. All voted in favor.**

119 **Mr. Clark nominated Mr. Butler for a Vice Chairman of the Planning Board. Mr. Osbourne seconded**
120 **the motion. All voted in favor.**

121 Chairman White informed the members that he had been going to Select Board meetings and he had
122 been trying to not speak on behalf of the Planning Board but rather knowing what the Planning Board
123 had discussed. He noted that there is a meeting coming up where the Chair will be participating and
124 wanted to make sure that everybody is comfortable and aware for the fact that he is going to participate
125 in that meeting. He also informed the Boards that the Select Board is working through the registration
126 process for the short-term rentals.

127 The Board had a brief discussion on the topic of short-term rentals with the Town Planner Mr. Marquise
128 about what category organizing of events such as wedding receptions fall to and the distinction between
129 business, commercial and residential use.

130 Review of Minutes:

131 There were no Minutes of Meeting reviewed at this meeting.

132 Signing of Mylar's

133 **Mr. Osbourne made a motion to adjourn at 9:16 PM. Seconded by Mr. Claus. The motion passed**
134 **unanimously.**

135 Respectfully submitted: Rajmonda Selimi

136 Planning Board

137 _____

138 Peter White, Chairman Suzanne Gottling

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140 Richard Osbourne Robin Saunders

141		
142	Jeff Claus	Gregory Swick
143		
144	Randy Clark	