

1 **TOWN OF SUNNAPEE**

2 **PLANNING BOARD**

3 **JUNE 9, 2022**

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

5 **MEMBERS PRESENT BY VIDEO:** None

6 **MEMBERS PRESENT IN THE MEETING ROOM:** Suzanne Gottling, Chairman Peter White, Joseph Butler,
7 Randy Clark, Jeff Claus, Gregory Swick.

8 **MEMBERS ABSENT:** Richard Osborne.

9 **ALSO PRESENT IN THE MEETING ROOM:** Michael Marquise - Town Planner, Bradlee Mezquita, Russ
10 Holden and Bruce Jennings.

11 **ALSO PRESENT BY VIDEO:** Shannon Martinez, Town Manager.

12 **CONTINUATION:**

13 **Parcel ID: 0225-0009-0001 Site Plan Review.**

14 **Parcel ID: 0225-0009-0002 Storage property w/vacant structure**

15 **15 Route 103, McDonough Family Properties, LLC**

16 Mark McDonough from McDonough Family Properties, LLC and Pete Blakeman, engineer and
17 representative of McDonough Family Properties, LLC explained that the plans are basically the same,
18 except for two minor changes. On the site plan they have added notes along the front of Route 103 just
19 to clear the vegetation back in the right-of-way. On the second sheet they changed some elevation of
20 pipes. They also changed the landscape plan, trees along the front of Route 103 and Dollar General, to
21 achieve the green buffer that they talked about in the last meeting. Mr. Blakeman mentioned that he
22 talked with Scott Hazelton about the concerns with the turning movements of getting in and out of the
23 site, about the site distance, moving the trees that are in the way right now and planting new trees
24 further back from the highway, so they would not be in the site line of the entrance. The other thing
25 they talked about was crossing over the road and making a left turn to go south on Route 103, which
26 was the most significant concern that Mr. Hazelton had. They would need to get a DOT permit for that
27 part and a DES approval for stormwater. Mr. Blakeman told the Board that he also had met with the
28 Conservation Commission and went over the plans with them, they had questions on the stormwater
29 and seemed satisfied with the plans.

30 Mr. Claus said that from the plans it is noticeable that they have made a significant investment in the
31 landscape, as far as the height of the plants go and that would help with softening the view.

32 Chairman White asked about the color of the building, to which Mr. McDonough answered that it is
33 going to be the same color as their other building across the street, beige color with green.

34 Mr. Butler asked Mr. Marquise would the bond cover the landscape to which the answer was yes.

Mr. Claus made a motion to approve the lot merger of Parcel ID: 0225-0009-0001 and Parcel ID: 0225-0009-0002 on 15 Route 103, McDonough Family Properties. Mr. Swick seconded the motion. All voted in favor.

Mr. Claus made a motion for approval of Parcel ID: 0225-0009-0001 and Parcel ID: 0225-0009-0002 Site plan approval for Storage property w/vacant structure on 15 Route 103, McDonough Family Properties, contingent on DOT approval of driveway access, DES approval of stormwater, Site bond on the amount of \$350,000.00 and that the light fixtures on the structure will be a full cut-off fixture. Mr. Clark seconded the motion. All voted in favor.

Mr. Claus amended the motion by adding that there is a third-party oversight to the construction, as approved by Scott Hazelton. Mr. Clark seconded amendment of the motion. All voted in favor.

NEW CASES:

Parcel ID: 0238-0077-0000 Subdivision Review 5 new lots, remaining lot with house.

Nutting Road, James & Elizabeth Woodley

Mr. Marquise reported that this application was filed in advance, fees were paid, notices were posted and they have received the plan information. This falls under 6.04, major subdivision, they do have two separate plans presented and he believes that all the requirements are met. In terms of reviews at the state level, this does require a review from the DES in terms of the subsurface septic systems. His understanding is that that is in process. He believes that the application is complete.

Mr. Clark made a motion to accept the application as complete, with a waiver for the stormwater. Mr. Claus seconded the motion. All voted in favor.

James Woodley, the owner and Clayton Platt, Surveyor presented that this is a 16-acre property on Nutting Road with a large wetland surrounding from the south end of lot 1 up to the west side of the property. All wetlands were mapped by A&D Klumb Environmental wetland scientists, they show a 25-foot setback from all the wetland areas and a suitable 1 acre or more of an area on each property. They had three existing driveway accesses and two new driveway cuts.

Kate Hurd, one of the abutters asked about the plans for the lot with the house, is the plan to keep it exactly the way it is. Mr. Woodley answered that they will only renovate that house.

Mr. Claus asked if the septic locations are within the 75-foot setback from the wetlands to which Mr. Platt answered that they are. Some wetlands can have a 50-foot setback.

Mr. Clark made a motion for approval of Subdivision of Parcel ID: 0238-0077-0000, subject to approval from the Department of Environmental Services. Mr. butler seconded the motion. All voted in favor.

Chairman White moved on to the next case.

Parcel ID: 0129-0025-0000 Site Plan Review for Installation of 28' x 89' modular Building on the site of the former "Sherburne House" to replace existing portable classroom building at 23 School Street. New Biomass boiler woodchip fueled boiler plant building and storage silo to be installed in hillside behind Sherburne Gym with piping to both SCES and Sherburne Gym for domestic hot water and winter heating purposes.

72 **22 School Street Town of Sunapee (Sunapee Schools)**

73 Chairman White opened the case with the first order of business to go through the check list on
74 completeness of the application.

75 Mr. Marquise reported that this application would fall under the Site Plan Review Article 5. They did
76 receive the application in advance, the fees were actually waived by The Town, notices were sent to the
77 Abutters and posted as required. There are couple of items under Article 5 that haven't been addressed
78 yet: the landscaping plan and the retaining walls, fences, and he doesn't know if the Board will require
79 that around some of these infrastructure items.

80 Mr. Claus had a question about the property line and where does it end now. After a discussion and
81 trying to unsuccessfully establish the end of property line from the drawings on the map, the Board and
82 Mr. Marquise decided that in order to move on, and because this might have something to do with the
83 completeness of the application, they should treat it as contingent and get it clarified. Since the both
84 parcel lots are under the same owner, the town of Sunapee, Chairman White and Mr. Marquise were
85 confident that if needed, they can be merged.

86 Town Manager Martinez noted that the deed on the property says that the owner is the school district
87 on all three surrounding lots.

88 Chairman White agreed that this simplifies things on this matter, since the lots can be merged.

89 Clayton Platt had a comment about the plans that are incomprehensible, at least from what is he
90 looking at now; they don't show the road, they don't show the parking lot, they don't show the
91 playground. When the site plan is done, there should be erosion control there, stormwater drainage and
92 there maybe is all that but he said private owners are required to submit all of that mentioned.

93 Chairman White said that this could be fall under the request for more information.

94 **Mr. Clark made a motion to accept the application as complete. Mr. Claus seconded the motion. All**
95 **voted in favor.**

96 Mr. Mezquita had a point of clarification to Mr. Marquise about the time clocks and conditions and he
97 assumed that all of that is falling under the courtesy review for the school from the town and not the full
98 site review. Mr. Marquise said that he is not familiar with that and that he has to review that
99 information.

100 Mr. Mezquita presented that the existing modulars have been demolished and removed from the site.
101 The intent is to move the new modular building to adjacent to the school. As part of the modular
102 building as shown to the plan will be a retaining wall on the bottom and right-hand side of the building
103 will be required, to create that building path to the classroom, due to the slope of the hill. There are two
104 boxes at the bottom directly at the back of the gym representing the new biomass building, and to the
105 right would be a pad which is going to hold the silo for the fuel supply for the biomass building.

106 Chairman White asked if there are any drawings of the modular building and how it would look like.

107 Mr. Mezquita answered that it is almost identical of the one that is already there.

108 Mr. Butler asked if they want to build the infrastructure for the future modular building now and the
109 answer was yes.

110 Chairman White asked about the height of the wall, to which the answer was that it starts from 4 and
111 ends up at 10 feet, depending on the slope, which is about 33% steep.

112 Mr. Claus pointed that the way their Ordinance defines it, that slope looks like one that they are not
113 allowed to typically build on.

114 The Board had a discussion with the school representatives and the boiler company representatives
115 about the new Biomass boiler woodchip fueled boiler plant building and the storage silo. They
116 addressed the stormwater and drainage plans which are not submitted, the comments and concerns
117 from the Fire Chief, the erosion of the land on the steep slopes.

118 The Board had decided that in order to continue with this case, they should first consult a legal
119 counselor about their thoughts, concerns and suggestions about this case, then requirements and
120 possible exemption of the municipal and/or government buildings from the ordinance that defines
121 building on slopes more than 25% steepness.

122 Bruce Jennings, ex member and ex-Chairman of the Planning Board from years ago, also ex-Chairman of
123 the Zoning Board, Trust Funds, activist of the Library Committee, had moved back in town recently and
124 asked the Board to consider him as an alternate member of the Planning Board.

125 **Mr. Clark made a motion to appoint Bruce Jennings as an alternate member of the Planning Board.**
126 **Mr. Claus seconded the motion. All voted in favor.**

127 Other Business:

128 Review of Minutes

129 Mr. Swick reviewed the Minutes from January 13, 2022. Line 39, the word Building size is missing an
130 apostrophe. Line 57, Mr. Swick asked for explanation of the word Charette, which was explained by Mrs.
131 Gottling as design plan meeting.

132 **Chairman White made a motion to accept the January 13 Minutes as correct. Mr. Claus seconded the**
133 **motion. All voted in favor.**

134 Mr. Clark reviewed the Minutes from February 17, 2022. Line 21, the sentence should be rearranged a
135 little bit, instead of explains should be explained, and the word have should be added before individual,
136 and the word which should replace the word and. Line 28, after the word motion should be added to the
137 Board. Line 35, after the word claiming should be added the word that and extending instead of extent.
138 Line 39, instead of appeal should be states. Line 70, Line 72, instead of was should be there were.

139 **Chairman White made a motion to accept the February 17 Minutes as correct. Mr. Clark seconded the**
140 **motion. All voted in favor.**

141 Signing of Mylar's

142 **Mrs. Gottling made a motion to adjourn at 10:00 pm. Seconded by Mr. Clark. The motion passed**
143 **unanimously.**

144 Respectfully submitted: Rajmonda Selimi

145 Planning Board

146 _____

147 Peter White, Chairman

Suzanne Gottling

148 _____

149 Randy Clark

Jeff Claus

150

151 _____

152 Gregory Swick

Joseph Butler