

**TOWN OF SUNAPEE
PLANNING BOARD
July 13, 2023**

Chairman White called the meeting to order and conducted a roll call at 7:02 PM.

MEMBERS PRESENT BY VIDEO: None

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

MEMBERS ABSENT: None

ALSO PRESENT IN THE MEETING ROOM: Michael Marquise - Town Planner, Allyson Traeger - Land Use and Assessing Coordinator.

ALSO PRESENT BY VIDEO: None

Chairman White at the beginning pointed out that the first CASE # SPR 23-03 Parcel ID: 0104-0084-0000 Site Plan Review Boat Showroom Demolition of existing buildings and the construction of a new 5,400 SF boat showroom, a new 33 space parking lot to be constructed with new walkway to Cooper St. which was a continued case, shall be discussed on the meeting of the Board on August 10th.

CONSULTATION:

**PARCEL ID: 00137-0009-0000 DEVELOPMENT OF BEECH STREET PROPERTY, SMALL HOME
DEVELOPMENT OF APPROXIMATELY 15 HOMES**

The consultation was about the development of a Beech Street Property for a small home development of approximately 15 homes. It was mentioned that this was not an actual application yet and consultations are informal meetings with Boards.

Chairman White explained to the audience that consultations are very informal meetings with Boards. The future applicants come to the Board and give an idea of what they're thinking about doing and they typically don't have any engineering or anything like that done at this point. They're just trying to get a feel from the Boards and the public what issues there may be and what things they should consider. They will tell the Board about what they are thinking, and it will be very sort of back and forth and no votes taken. At the end of the discussion, hopefully they will have a better idea as well as the Board about what they want to do.

The representative seeking consultation introduced the case briefly, saying that they already had a purchase and sales agreement on the parcel, pending their due diligence, as they explored a potential opportunity. They also had meetings with sewer and water, as well as fire, in connection with this opportunity.

The development is divided into two clusters with small units having one bedroom and both with a potential small loft space, while the larger buildings have two bedrooms, one bath, and a loft space. The aim is to provide diverse housing options at an attainable level due to the high cost of housing in the

36 area. The development is located on two streets and is bifurcated with wetlands, so wetland regulations
37 will be followed during construction.

38 The project aims to position the smaller units with a delivery price under \$400,000 which is lower than
39 the current market prices due to the expensive housing costs. However, they acknowledge that there
40 are development costs involved in achieving this goal, and they are doing their best to keep the prices as
41 low as possible.

42 They plan to bring water delivery down Beech Street and terminate at the end of the parking entry
43 drive, providing a fire hydrant at that location and servicing the development. They will also bring sewer
44 down to the same location down Maple Street to Beech Street and service all the structures with
45 municipal sewer and a small pump station on site to connect to that sewer. The team is evaluating the
46 cost structure and doing their best to keep the numbers low, but there is an obligation to extend water
47 and sewer to the site.

48 The project will not be rented out and will be sold as a purchase product. Each unit will have a non-
49 heated, non-slab outdoor storage space with a shared roof off the side of the building for bicycle
50 storage, paddle boards, kayaks, and similar items. The goal is to address the lifestyle of the project.
51 There will also be HOA (Home Owners Association) for all of the things, sewer, water, landscape, and
52 other things.

53 The project aims to attain 80% AMI (Area Medium Income) with the price point without seeking any
54 assistance on the funding side, but they hope to achieve it. The project is not trying to meet any kind of
55 workforce housing criteria. They are hoping for an 18-month construction timeline once they start, and
56 there will be upfront costs for infrastructure and development. They are not anticipating phasing and
57 hope to progress from one side of the project to the other without delay.

58 The plan for the site is to make it more efficient and predominantly use split systems for heating and
59 cooling. The units will be constructed with no basements. Additionally, the density is 1 dwelling unit per
60 10,000 square feet.

61 There was a remark by a representative of the public audience whether this is the right strategy in terms
62 of how they're approaching this and that the attainable housing of one bedroom for \$400,000 doesn't
63 seem attainable.

64 Another question from the public audience asked if there were going to be extra buildings and parking,
65 for which it was answered that there won't be extra buildings and there are more than 30 spaces for
66 parking.

67 Mr. Marquise also asked what provisions about fire safety are there and how do fire trucks can get
68 there. It was answered that they still do not have that final review of the fire department, but the intent
69 is to have hydrants at both locations so that they will have water immediately there.

70 Another question was raised on what provisions would be made to accommodate the drainage and the
71 circuitous versus the imperfect failures of the ignored points. The representative answered that they are
72 still not sure, but they understand and would comply with all obligations.

73 The fire department has not yet been reviewed and there are still pending conversations, but the
74 intention is to have water at both locations for immediate access in case of fire.

75 The applicant is still in the process of working on the project definition and determining the viability of
76 their project before advancing it to a formal application.

77 The town should consider a solution for the left-hand turn or straight across traffic near the district, as it
78 is a common and important point that may be affected by the setback caused by the parking area. This
79 was suggested in the meeting as a solution to the potential traffic difficulty caused by the setback.

80 **REVIEW MINUTES FROM PREVIOUS MEETING(S)**

81 Minutes of Meeting of May 11th were reviewed and amended.

82 **Chairman White made a motion to accept and amend the Minutes of Meeting of May 11th. Seconded**
83 **by Mr. Claus. All voted in favor.**

84 Minutes of Meeting of May 18th were reviewed and amended.

85 **Mr. Butler made a motion to accept and amend the Minutes of Meeting of May 18th. Seconded by Mr.**
86 **Osborne. All voted in favor.**

87 **OTHER BUSINESS:**

88 Another topic which was discussed at the meeting was the traffic study for the continued case. For the
89 applicants that come to the Board that are part of continuance, it was requested to do a traffic study -
90 this means that there will be two entities reviewing the project, one for traffic study and one for giving
91 permit. At the time of the next meeting, it will be roughly 60-61 days, with a maximum of 65 days. At
92 that point, the Board can do one or three things, it can deny it if it doesn't have enough information. It
93 can deny it without prejudice, which would allow them to come back with the same case. To approve it,
94 if they're done, or it can be extended if mutually agreed on it. It was also discussed that it can be
95 requested to have the traffic study a week before the Planning Board meeting.

96 **MASTER PLAN – DISCUSSION OF PUBLIC LISTENING SESSIONS**

97 All sessions were completed, but one was supposed to take place on Zoom, and it was discussed to take
98 place during the fall. The Board expressed disappointment with the perceived lack of involvement in
99 events and suggested using social media to spread the word earlier to give people more time to plan.

100 The discussion led to the conclusion that maybe it wasn't well advertised, and brainstormed about the
101 venue where these meetings with the public should take place in September-October.

ZONING AMENDMENTS – DISCUSSION OF UPCOMING CHANGES FOR 2024

Considering the different interpretation of terms such as non-conformity and steep slope, a discussion was opened on how to be more understandable for the Board and for the applicants as well. They were addressing several cases in which these terms were treated in different contexts and how to have a unique understanding of them.

Another topic that was discussed is vegetation removal outside of setbacks.

Regarding the discussion point on tree cutting, it was explained that an appeal for any tree cutting could not go to the Zoning Board after the Planning Board decided on it.

The trees are being reviewed if they are not dead, disease, or dying. This is important because it ensures that the trees are being properly managed and replanted if necessary. The theory behind this was to address cases where heavy cutting was done, such as replanting or putting in blueberries.

The Board discussed the possibility of adding hazardous trees to subsection 7, as it does not directly fit into the current categories of dead, diseased, or dying trees, and they plan to review and adjust the section accordingly.

Another point that was discussed is the ongoing short-term rental process.

It was mentioned that the Selectman had a second public hearing on their proposed short-term rental registration, which was reduced down to only require registration paperwork and proof of insurance that the insurance company is aware of the rental property.

The Board is considering implementing restrictions on fireworks and campfires at a certain level, although they do not have control over it.

Regarding registration, it was clarified that pre-existing transient accommodations will have their status reduced, going back two years from December 1st, 2022, which is the cut-off date.

Meeting adjourned at 9:26 PM.

Respectfully submitted: Rajmonda Selimi

Planning Board

Peter White, Chairman

Suzanne Gottling

Gregory Swick

Robin Saunders

Jeff Claus

Randy Clark

Joseph Butler

Richard Osborne