

**TOWN OF SUNAPEE
PLANNING BOARD AGENDA
FOR THURSDAY FEBRUARY 14, 2019
7:00PM at the TOWN MEETING ROOM
23 EDMONT ROAD**

1. Call to Order/Roll Call

2. Disqualifications/Appointment

Parcel ID:0146-0023-0000 Subdivision/Lot Line Adjustment
Parcel ID:0146-0024-0000 Between lots #23, #24 and #25
Parcel ID:0146-0025-0000 18 Turtleback, 26 Turtleback and
64 Upper Bay Road
Campbell Family Investment Trust
Francis & Barbara Tarantino

Parcel ID:0210-0052-0001 Subdivision/Lot Line Adjustment
Parcel ID:0210-0052-0002 Create a 3.03-acre lot from existing
86-acre lot.
156 Trow Hill Road
Loren Deveau
David & Dana Swist

Parcel ID:0133-0032-0000 Site Plan Review
Expand use to eventual year-round operation
71 Main Street
Sunapee Harbor Riverway-
Anchorage Restaurant

Parcel ID:0121-0026-0000 Lot Merger
73 Fernwood Point Road
Parcel ID:0121-0027-0000 West Shore Road
Polland Revocable Trust

Revisions to Agenda

3. Consultations

4. Other Business-O Sunny Lane, LLC Driveway Permit

5. Review of Minutes

6. Signing of Mylar's

NOTE: In the event the meeting is cancelled, the Agenda will be continued to the next scheduled Planning Board meeting.

This is the tentative agenda for publicly noticed hearings and there may be consultations and other business items added prior to the hearing. Please see the town website or bulletin boards at the Town Office and Abbott Library for the final Board agenda.

TOWN OF SUNAPEE

APPLICATION FOR SUBDIVISION/LOTLINE ADJUSTMENT REVIEW
(PDF OF SUBDIVISION PLAN MUST BE INCLUDED WITH APPLICATION)

CAMPBELL FAMILY INVESTMENT TRUST

1. Landowner(s) Name(s) _____ 2. Project Location _____
 Address POB 706 Number 26
 (Mailing) SUNAPEE NH 03782 Street TURTLEBACK RD
 Phone 978 317-7704 Parcel ID 0146/023+024

3. Zoning District RURAL RESIDENTIAL
 4. Name of Surveyor PIERRE J. BEDARD

5. Number of lots proposed or description of project: LOT LINE
ADJUSTMENT BETWEEN TAX MAP 0146
LOTS 023, 024, & 025

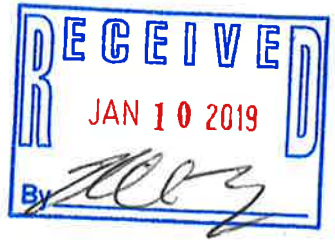
6. Subdivision Name: N/A

7. Certification/Permission for inspection. To the best of my knowledge, the above is true and accurate. I hereby grant permission for site inspection to Planning Board Official(s). I also Understand that it is my responsibility for providing a complete application. I realize that any of the application requirements which are assumed waivable during initial review may still be required at the time of review by the Planning Board.

[Signature] _____ Date 12/14/18
 Signature(s) of Landowner(s) _____ Date

Do not write below this line

Date of Application 1/10/19
 Consultation _____
 Preliminary _____
 Final Plat 2/14/19



Fee Paid \$ 150 - Method of Payment CK 426
 Date of Public Hearing 2/14/19

TOWN OF SUNAPEE
APPLICATION FOR SUBDIVISION/LOTLINE ADJUSTMENT REVIEW
(PDF OF SUBDIVISION PLAN MUST BE INCLUDED WITH APPLICATION)

1. Landowner(s) Name(s) FRANCIS M. + BARBARA J. TARANTINO 2. Project Location
Address 64 UPPER BAY RD Number 64
(Mailing) SUNAPEE, NH 03782 Street UPPER BAY RD.
Phone 603 763-1054 Parcel ID 0146 / 025-000

3. Zoning District RURAL RESIDENTIAL
4. Name of Surveyor PIERRE J. BEDARD

5. Number of lots proposed or description of project: LOT LINE
ADJUSTMENT BETWEEN TAX MAP 0146
LOTS 023, 024, + 025

6. Subdivision Name: N/A

7. Certification/Permission for inspection. To the best of my knowledge, the above is true and accurate. I hereby grant permission for site inspection to Planning Board Official(s). I also Understand that it is my responsibility for providing a complete application. I realize that any of the application requirements which are assumed waivable during initial review may still be required at the time of review by the Planning Board.

[Signature] [Signature] 12/1/18
Signature(s) of Landowner(s) Date

Do not write below this line

Date of Application _____
Consultation _____
Preliminary _____
Final Plat _____

Fee Paid _____ Method of Payment _____

Date of Public Hearing _____

Letter of Authorization

RE: Tax Map 0146 Parcels 025-000, 64 Upper Bay Road

To Whom It May Concern:

We have authorized Pierre J. Bedard to act as our agent for matters presented before the Town of Sunapee concerning the proposed Lot Line Adjustment at our property referenced above.

Thank you for your consideration of this matter.

Sincerely,


Francis M. & Barbara J. Tarantino

Date: 12/1/18

Letter of Authorization

RE: Tax Map 0146 Parcels 023-000 and 024-000, Turtleback Road

To Whom It May Concern:

We have authorized Pierre J. Bedard to act as my agent for matters presented before the Town of Sunapee concerning the proposed Lot Line Adjustment at my property referenced above.

Thank you for your consideration of this matter.

Sincerely,



James M. & Susan M. Campbell, Trustees
Campbell Family Investment Trust

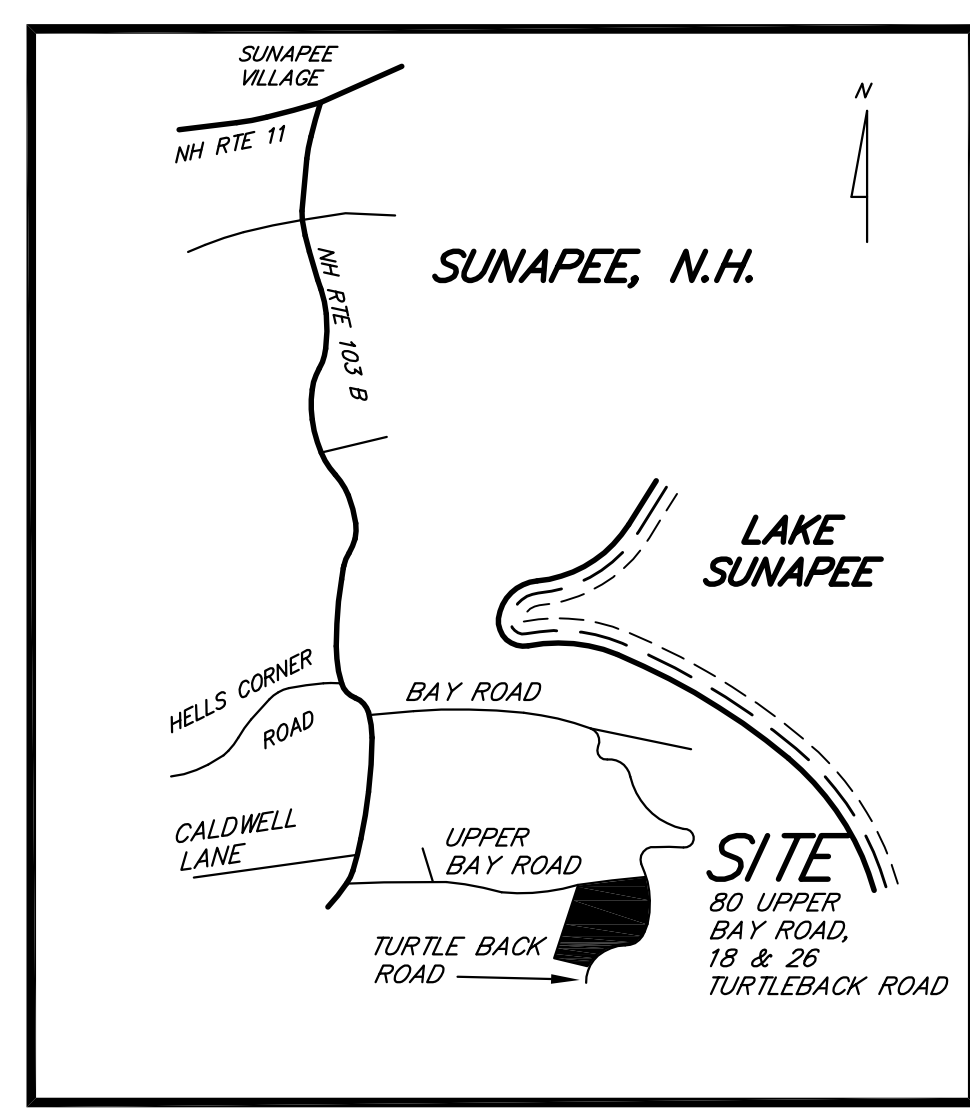
Date:

12/14/18

2018 OBSERVED
MAGNETIC

KEY

- ○ ○ ○ ○ ○ ○ Stone Wall
- 1" Iron Pipe (found)-or as noted
- 3/4" Iron Rod (set)-or as noted
- Drill Hole (found)-or as noted
- #00 Utility Pole and number
- Edge Road/ Drive
- △ Survey Control Point
- Town Building Setback
- Original Subdivision Lot Number
- Boundary Lines To Be Vacated



NOTES

1. This plan is the result of a Leica Robotic total station survey, September, 2018, having a control traverse relative error of closure greater than 1:5,000 (NH LAN 503.04 Category 1, Condition 2, Rural).
2. Deed reference to parcel 146/24 is Sullivan County Registry Book 1683, Page 152. Deed reference to parcel 146/24 is Sullivan County Registry Book 1784, Page 024. Deed reference to parcel 146/25 is Sullivan County Registry Book 1883, Page 174.
3. This property is located in the Rural Residential Zoning District.
4. FEMA FLOOD ZONE DETERMINATION; This property is located in Zone X (Map 330164, Panel 0330). Areas determined to be outside the 0.2% annual chance floodplain.
5. The property conveyed as a result of this annexation shall not be deemed or considered a separate lot of record, but shall be regarded as merged into and made an integral part of the contiguous lot of land previously owned by the grantees so that the same shall hereafter be one confirmed single lot of record.

REFERENCE PLANS

1. S.C.R. Plan File 1, Pocket 9, Folder 3, Number 11, Sheet 1, Titled "Fisher's Bay Sunapee, New Hampshire" Dated July 27, 1971 Design and Layout By Allan Evans.

BOUNDARY LINE ADJUSTMENT PLAN

PROPERTY OF
TAX MAP 146-23
Campbell Family Investment Trust
James M. and Susan M. Campbell Trustees
PO Box 706, Sunapee, N.H. 03782

TAX MAP 146-24
Campbell Family Investment Trust
James M. and Susan M. Campbell Trustees
PO Box 706, Sunapee, N.H. 03782

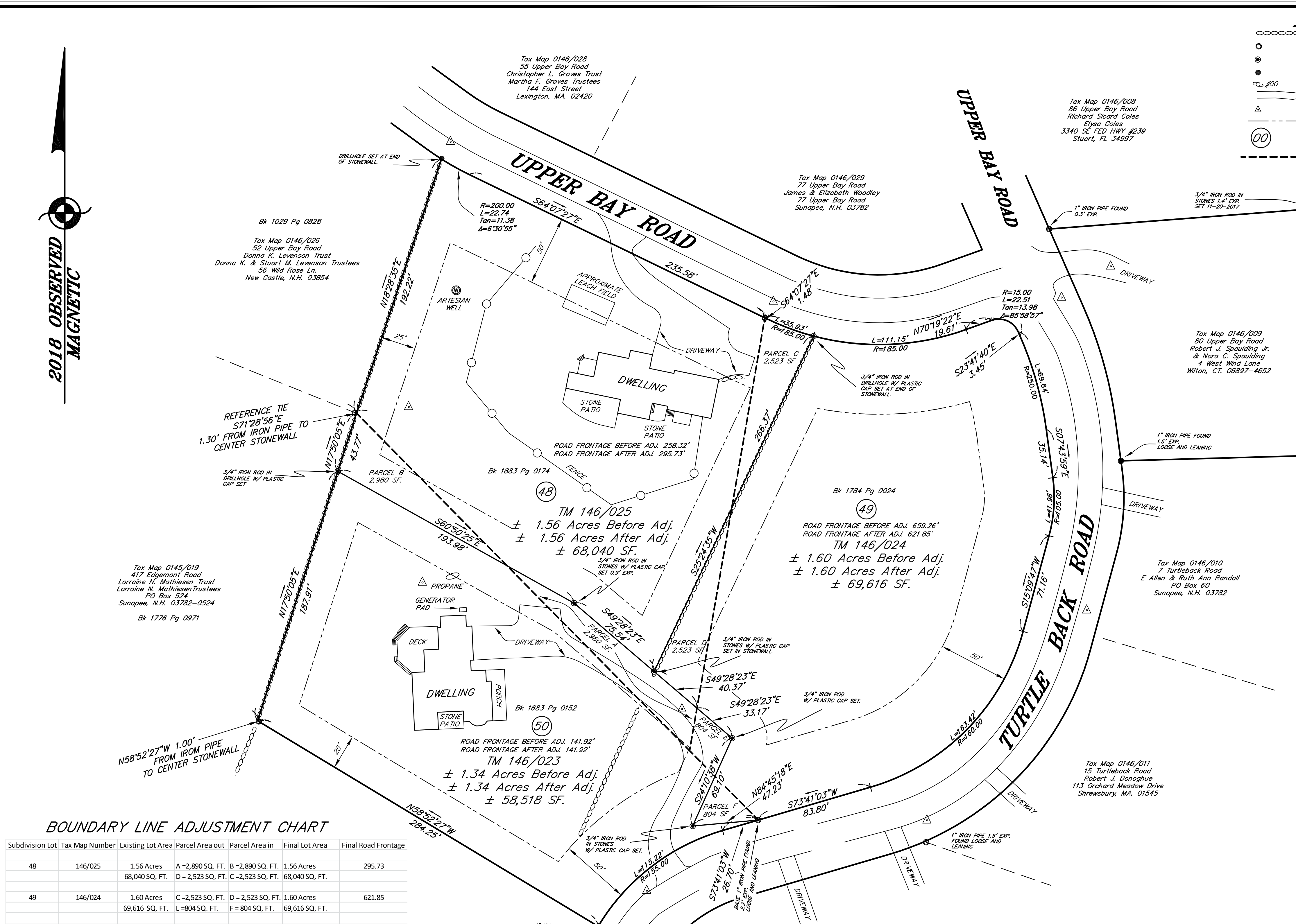
TAX MAP 146-25
Francis M. & Barbara J. Tarantino
64 Upper Bay Road, Sunapee, N.H. 03782

LOCATED IN
SUNAPEE, NEW HAMPSHIRE



1" = 40'
NOVEMBER 12, 2018

PREPARED BY PIERRE J. BEDARD, and ASSOCIATES, P.C., PO BOX 238, WILMOT, N.H. 03287.
LAND SURVEYING, SEWAGE DISPOSAL DESIGN, and NATURAL RESOURCE CONSULTANTS.



BOUNDARY LINE ADJUSTMENT CHART

Subdivision Lot	Tax Map Number	Existing Lot Area	Parcel Area out	Parcel Area in	Final Lot Area	Final Road Frontage
48	146/025	1.56 Acres 68,040 SQ. FT.	A = 2,890 SQ. FT. B = 2,890 SQ. FT. C = 2,523 SQ. FT. D = 2,523 SQ. FT.	B = 2,890 SQ. FT. C = 2,523 SQ. FT. D = 2,523 SQ. FT.	1.56 Acres 68,040 SQ. FT.	295.73
49	146/024	1.60 Acres 69,616 SQ. FT.	C = 2,523 SQ. FT. D = 2,523 SQ. FT. E = 804 SQ. FT. F = 804 SQ. FT.	D = 2,523 SQ. FT. E = 804 SQ. FT. F = 804 SQ. FT.	1.60 Acres 69,616 SQ. FT.	621.85
50	146/023	1.34 Acres 58,518 SQ. FT.	B = 2,890 SQ. FT. A = 2,890 SQ. FT. F = 804 SQ. FT. E = 804 SQ. FT.	A = 2,890 SQ. FT. F = 804 SQ. FT. E = 804 SQ. FT.	1.34 Acres 58,518 SQ. FT.	141.92

TOWN OF SUNAPEE, NH PLANNING BOARD

Application Filed _____

Hearing Date _____

Approval Date _____

Signature Of The Board: _____

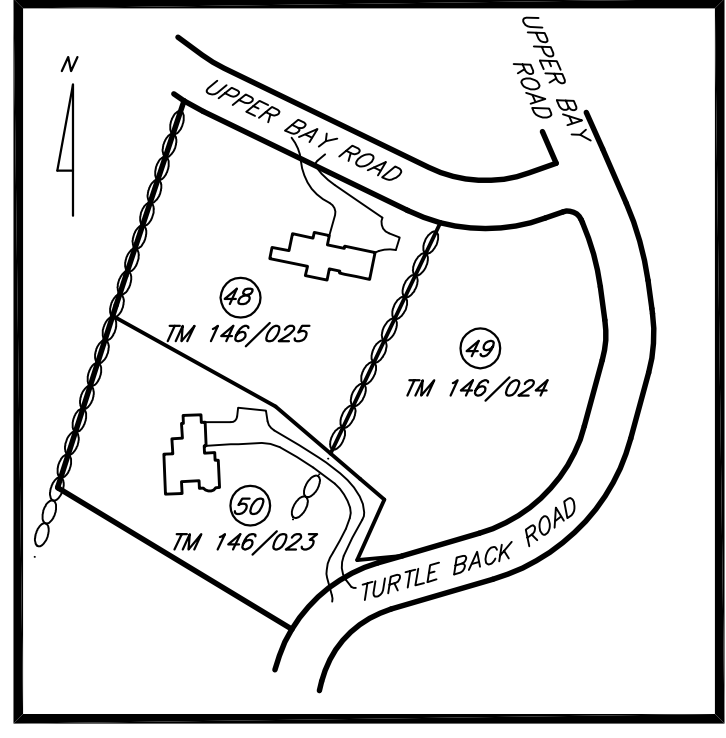
(Chair) _____

(Vice-Chair) _____

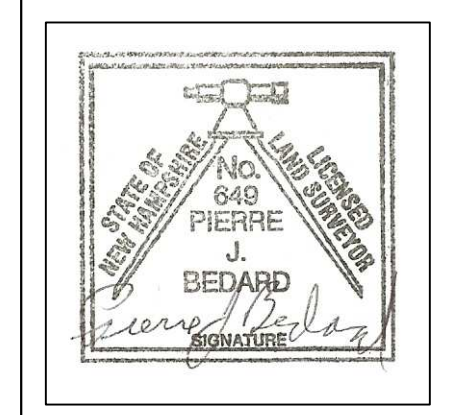
(Secretary) _____

NOTE

The Subdivision Regulations of the Town of Sunapee are a part of this plat, and approval of this plat is contingent on completion of all the requirements of said Subdivision Regulation, except only any variance or modification made in writing by the Planning Board and attached hereto.



ADJUSTMENT OVERVIEW
SCALE 1" = 200'





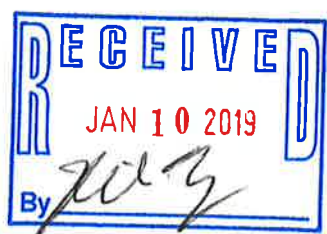
TOWN OF SUNAPEE
APPLICATION FOR SUBDIVISION/LOTLINE ADJUSTMENT REVIEW
(PDF OF SUBDIVISION PLAN MUST BE INCLUDED WITH APPLICATION)

DAVID & DANA SWIST
1. Landowner(s) Name(s) WREN B. DEVEAU
Address 54 BAYBERRY RD
(Mailing) PORTSMOUTH, RI 02871
Phone 401 862-3172
401 226-7953
2. Project Location
Number 156
Street TROW HILL RD
Parcel ID 0210-0052-000
3. Zoning District RR - RURA RESIDENTIAL
4. Name of Surveyor PIERRE J. BEDARD
5. Number of lots proposed or description of project: CREATING
3.03 ACRE LOT AROUND EXISTING DWELLING
FROM AN EXISTING 86 ACRE LOT

6. Subdivision Name: SWIST-DEVEAU
7. Certification/Permission for inspection. To the best of my knowledge, the above is true and accurate. I hereby grant permission for site inspection to Planning Board Official(s). I also understand that it is my responsibility for providing a complete application. I realize that any of the application requirements which are assumed waivable during initial review may still be required at the time of review by the Planning Board.
Dana Swist, Dana Swist
Wren B. Deveau
Signature(s) of Landowner(s) Date 1/4/19

Do not write below this line

Date of Application 1/10/19
Consultation
Preliminary
Final Plat 2/14/19



Fee Paid \$200 - Method of Payment CA 6590
Date of Public Hearing 2/14/19

Letter of Authorization

RE: Tax Map 0210 Parcels 0052-000, 156 Trow Hill Road

To Whom It May Concern:

We have authorized Pierre J. Bedard to act as our agent for matters presented before the Town of Sunapee concerning the proposed Minor Subdivision at our property referenced above.

Thank you for your consideration of this matter.

Sincerely,

David Swist
David Swist

Dana Swist
Dana Swist

Date: 1/4/19

Date 1/4/19

Letter of Authorization


RE: Tax Map 0210 Parcels 0052-000, 156 Trow Hill Road

To Whom It May Concern:

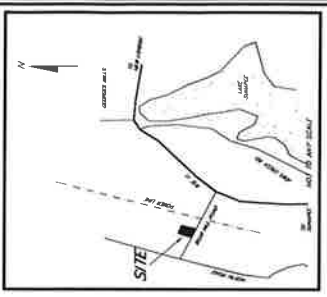
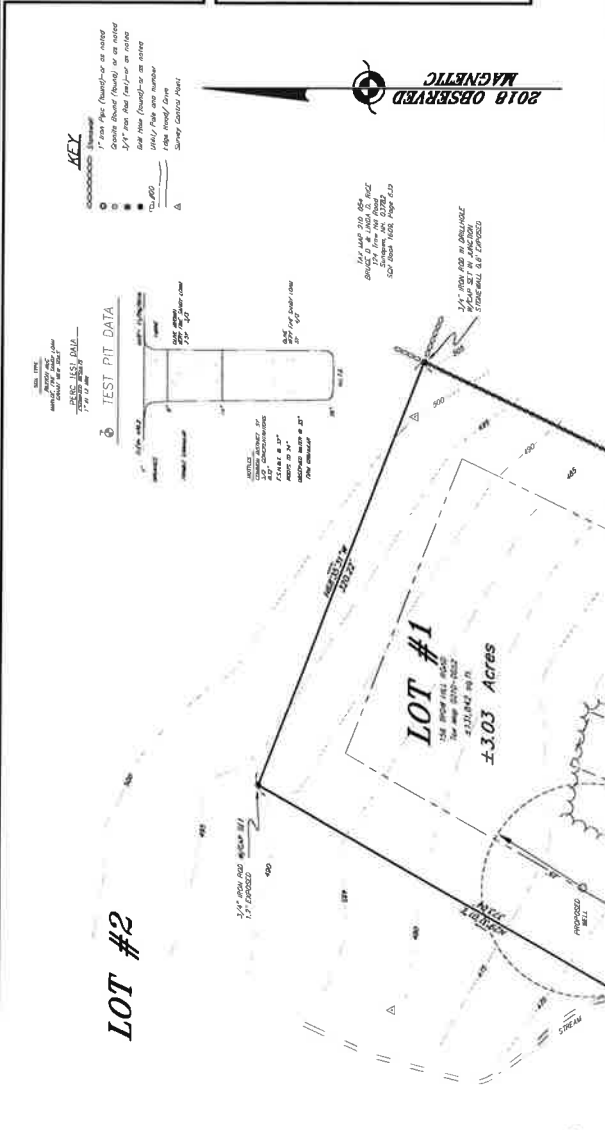
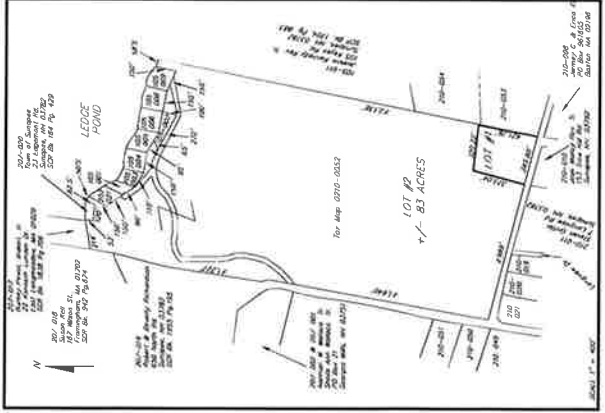
We have authorized Pierre J. Bedard to act as my agent for matters presented before the Town of Sunapee concerning the proposed Minor Subdivision at my property referenced above.

Thank you for your consideration of this matter.

Sincerely,


Loren B. Deveau

Date: 1/4/19



- NOTES**
- The plan is the result of a field magnetic survey conducted on 12/20/2018. The magnetic declination is 12.5 degrees East. The magnetic declination for the year 2018 is 12.5 degrees East. The magnetic declination for the year 2020 is 12.5 degrees East.
 - The plan is based on a survey of the property boundaries. The survey was conducted on 12/20/2018. The survey was conducted by the Surveyor General of the State of New Hampshire.
 - The plan is based on a survey of the property boundaries. The survey was conducted on 12/20/2018. The survey was conducted by the Surveyor General of the State of New Hampshire.
 - The plan is based on a survey of the property boundaries. The survey was conducted on 12/20/2018. The survey was conducted by the Surveyor General of the State of New Hampshire.

- REFERENCE PLANS**
- S.P. Plan, Vol. 4, Sheet 2, dated 10/10/2018, showing a portion of the plan.
 - S.P. Plan, Vol. 4, Sheet 3, dated 10/10/2018, showing a portion of the plan.
 - S.P. Plan, Vol. 4, Sheet 4, dated 10/10/2018, showing a portion of the plan.
 - S.P. Plan, Vol. 4, Sheet 5, dated 10/10/2018, showing a portion of the plan.

PLAN OF SUBMISSION
 PROPERTY OF
DAVID & DANA SWIST
LOREN B. DEVEAU
 LOCATED IN
SUNAPEE, NEW HAMPSHIRE



DATE: JANUARY 4, 2019
 PREPARED BY: PERRE, J. BROWN, AND ASSOCIATES, P.C., PO BOX 238, WEST, NEW HAMPSHIRE
 AND SURVEYING, ENGINEERING, DESIGN, AND ARCHITECTURAL CONSULTANTS

OVERLAY

ADDITIONS

NO.	DESCRIPTION	DATE	BY
1
2
3
4
5
6
7
8
9
10

TOWN OF SUNAPEE, NH PLANNING BOARD

PROJECT: SUBMISSION #00000000000000000000

STATE DESIGN AND PERMIT NO. _____

APPLICANT: _____

DESIGNER: _____

APPROVED DATE: _____

SIGNATURE OF THE BOARD: _____

(Date) _____

(Name) _____

(Address) _____

NOTE

The Submission Proposals of the Town of Sunapee are a part of the plan. The Submission Proposals are subject to the approval of the Planning Board and attached hereto. The Submission Proposals are subject to the approval of the Planning Board and attached hereto.

TOWN OF SUNAPEE
APPLICATION FOR SITE PLAN REVIEW
(PDF OF SITE PLAN MUST BE INCLUDED WITH APPLICATION)

1. Landowner(s) Name(s) Sunapee Harbor Riverway 3. Project Location:
 Address PO BOX 850 Building Number 71 Main St
 (Mailing) _____ Street _____
 Phone 603 763 9988
 2. Zoning District _____ 4. Tax Map Location:
 Parcel ID # 0133.0032.0000

5. Complete description of current use of property:
ANCHORAGE RESTAURANT

6. Does this project require a special exception or variance by the ZBA as outlined in the Sunapee Zoning Regulations? Yes ___ No (If yes, complete the Zoning Board of Adjustment application, and Land Use Questionnaire.)

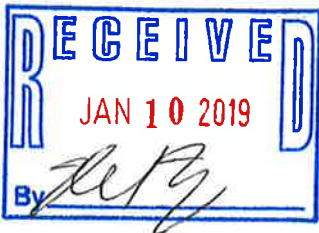
7. Complete description of proposed project (Include area dimensions, use, # of employees, # of dwelling units, etc.)
EXPANDED USE TO EVENTUAL YEAR-ROUND

8. Certification/Permission for inspection. To the best of my knowledge, the above is true and accurate. I hereby grant permission for site inspection to Planning Board official(s). I also understand that it is my responsibility for providing a complete application. I realize that any of the application requirements, which are assumed waivable during the initial review, may still be required at the time of review by the Planning Board.

Jean Mills For SHR
 Signature(s) of Landowner(s)

12.20.18
 Date

DO NOT WRITE BELOW THIS LINE



Date of Application:
 Phase I ~~1/10/19~~ 1/10/19
 Phase II _____
 Phase III 1/10/19 → 2/14/19
 Major Site Plan

Home Business _____



January 31, 2019

Summary of Site Plan Review meeting with Chief Dan Ruggles of Sunapee Fire Dept.

I met with Chief Ruggles at the Safety Services building on January 30, 2019, at 3:45pm to advise him of the Site Plan Review requested by the Planning Board for the Anchorage Restaurant.

Chief Ruggles stated a sensor is required for the room that contains the gas for the soda dispensers. The sensor will insure a warning signal should any of the gas leak from the containers.

He also stated the fire alarm system needs to be up to code.

He otherwise indicated that all other areas that could be of concern are already in place.

Susan Mills, Manager
Sunapee

SUNAPEE HARBOR RIVERWAY • PO Box 850 • Sunapee, NH 03782

(603) 763 9988

www.sunapeeharborriverway.com e-mail: info@sunapeeharborriverway.com



January 21, 2019

Town of Sunapee
Planning/Zoning
23 Edgemont Rd
Sunapee, NH

RE: Site Plan Review Request Anchorage Restaurant, Sunapee Harbor (71 Main Street)

As requested, Sunapee Harbor Riverway met with Scott Hazelton, Sunapee Highway Director, on January 17, 2019, to discuss plans for future snow removal on Garnet Street and Main Street relative to the Anchorage Restaurant.

The plan for future snow removal by the town is to keep the parking areas on Garnet street opposite the restaurant open and clear of snow, remove as much snow as possible from the parking spaces in front of the building by turning into the spaces with the plow truck and then curving out towards Garnet Street. Should the area in front of the building become overburdened by snow, the town will remove the snow banks to a more manageable size.

Sunapee Harbor Riverway and/or the tenant of the building will be responsible for clearing the entrances of the building for accessibility.

No trash, recycle, or other items will be placed on Garnet Street during the winter months of operation.

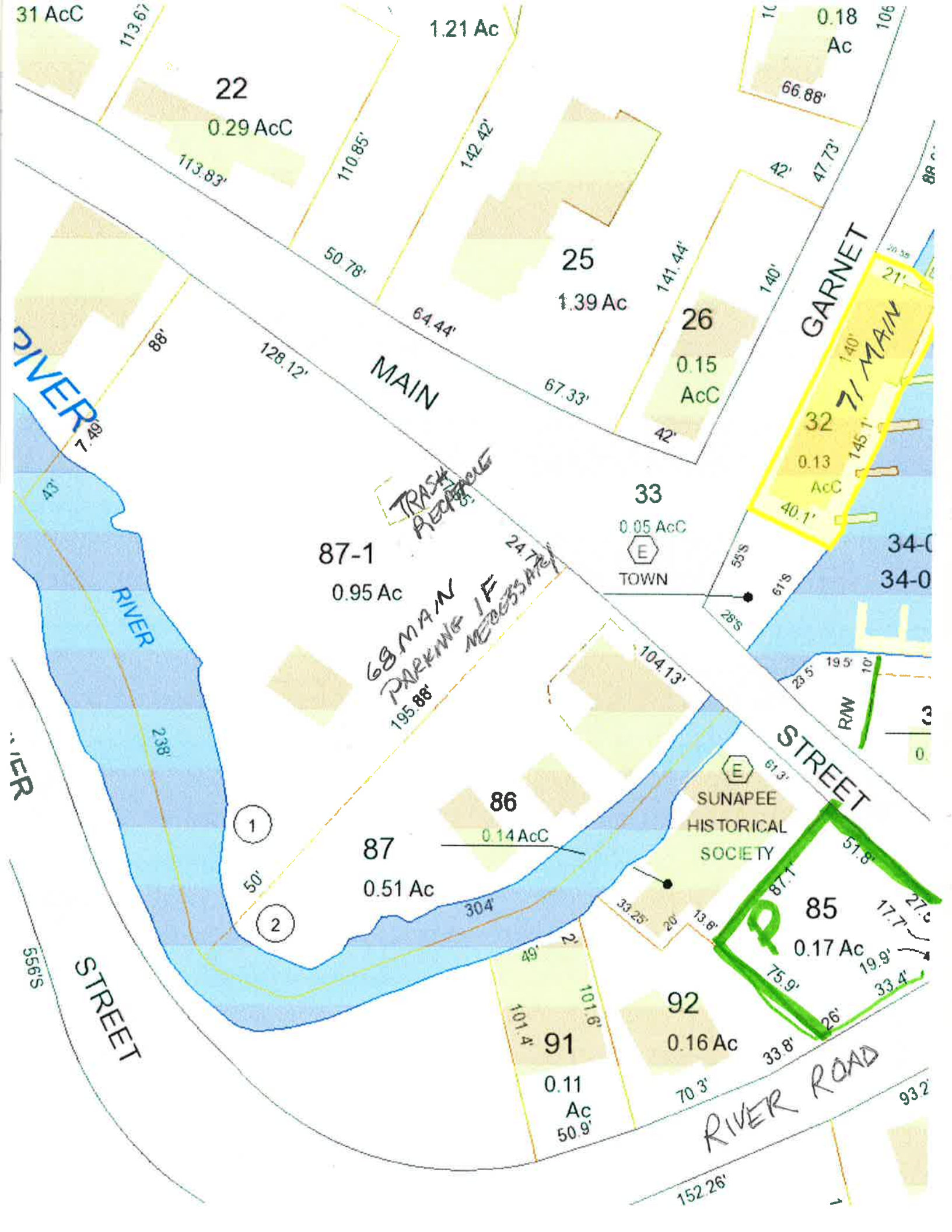
Should additional parking be necessary, Sunapee Harbor Riverway will maintain the lot at River Rd and Main Street.

Sincerely,

Susan Mills,
Manager
Sunapee Harbor Riverway, Inc.

SUNAPEE HARBOR RIVERWAY • PO Box 850 • Sunapee, NH 03782
(603) 763 9988

www.sunapeeharborriverway.com e-mail: info@sunapeeharborriverway.com



31 AcC

1.21 Ac

22
0.29 AcC

25
1.39 Ac

26
0.15 AcC

GARNET

71 MAIN

87-1
0.95 Ac

33
0.05 AcC
TOWN

34-0
34-0

68 MAIN
PARKING IF
NECESSARY

87
0.51 Ac

86
0.14 AcC

SUNAPEE
HISTORICAL
SOCIETY

85
0.17 Ac

91
0.11 Ac

92
0.16 Ac

RIVER ROAD

RIVER

RIVER

RIVER

RIVER STREET

STREET

556.5'S

113.67'

113.83'

110.85'

142.42'

10'

0.18 Ac

106'

66.88'

88'

128.12'

MAIN

50.78'

64.44'

67.33'

141.44'

42'

47.73'

7.49'

43'

233.8'

1

2

50'

49'

101.4'

101.6'

33.25'

20'

13.8'

20'

17.7'

27.5'

19.9'

33.4'

2'

70.3'

33.8'

152.26'

93.2'

**NOTICE OF MERGER OF LOTS
PURSUANT TO NEW HAMPSHIRE RSA 674:39-A
TOWN OF SUNAPEE, NEW HAMPSHIRE**

OWNER OF LOTS:

POLLARD REVOC TRUST

Description of Lots:

Lot 1:

Town of Sunapee Tax Parcel ID: SUN-0121-0026-0000
Deed to owner recorded at Sullivan County Registry of Deeds:

Book #: 1952 Page #: 0922

Location/Street Address: 73 FERNWOOD POINT RD

Lot 2

Town of Sunapee Parcel ID: SUN-0121-0027-0000

Deed to owner recorded at Sullivan County Registry of Deeds:

Book #: 1952 Page #: 0922

Location/Street Address: WEST STORE RD

1A

1. After reviewing the Owner's application to merge the Lots described above, the Lots will not violate any existing municipal land use ordinance regulation.
2. The Owner of the Lots described above agrees that, for the purposes of municipal regulation and taxation, the Lots shall be deemed to be merged into one lot. Neither one of the Lots may be separately transferred in the future without subdivision approval and compliance with all applicable municipal ordinances and regulations.
3. The original of this Notice shall be recorded at the Sullivan County Registry of Deeds, and a copy shall be sent to the Town of Sunapee Board of Selectmen.

Executed as of the day and year noted above.

TOWN OF SUNAPEE PLANNING BOARD

Signature: _____

Printed Name: _____
(Chairman)

The foregoing instrument was acknowledged before me, this _____ day of _____, 20____ by _____, the Chairman of the Town of Sunapee Planning Board on behalf of such Board.

Justice of the Peace/Notary Public
My Commission Expires: _____

COUNTY OF SULLIVAN

Signature: _____

(Landowner)

Printed Name: _____

(Landowner)

Robin F. Pollard

Signature: _____

(Landowner)

Printed Name: _____

(Landowner)

STATE OF *New Hampshire*
COUNTY OF *Sullivan*

The foregoing instrument was acknowledged before me, this 21 day of

December, 2018 by Robin F Pollard.

(Landowner)



K Earthrowl

Justice of the Peace/Notary Public

My Commission Expires: 9-27-22

STATE OF
COUNTY OF

The foregoing instrument was acknowledged before me, this _____ day of

_____, 20 _____ by _____.

(Landowner)

Justice of the Peace/Notary Public

My Commission Expires: _____

Fee Paid: \$50⁰⁰ Method: check 1519
Received: 10/24/18 mo

Permit Number: 4190D

TOWN OF SUNAPEE

Driveway Access Application - Fee \$50

1. Landowner(s) Name(s): O Sunny Lane LLC Parcel ID: Tax Map 114 Lot 2 Sunny Lane
2. Project Address: 7 Sunny Lane Tel. No: 727-8950
3. Mailing Address: 77 Upper Bay Road Sunapee

Note - before completing the following, read Driveway Regulations attached.

4. a.) Are there any street intersections within 100' of the proposed Driveway (Yes/No)? NO
b.) If yes, what is the distance to that Intersection? _____ ft.
5. Total frontage of Lot: 490 ft.
6. Sight distances along Town Roads from nearest Driveway Intersect? 200 + ft.
7. Width of proposed driveway within Town right-of-way? 20 ft.
8. Proposed Grade of driveway within 100' of Town Road? 0 %
9. a.) Is proposed project an alteration of an existing driveway (Yes/No)? Yes
b.) If yes, describe proposed change(s): move driveway to old of 11 from Sunny Lane

Please provide a description and sketch of Culverts, Drainage Devices, Traffic Control Devices, and fill over Culverts: Old of 11 none of above items exist.

- 10 To the best of my knowledge all information contained on this application is true and correct.

Tam Woody 10/25/18
Signature(s) of Landowner(s) Date

(OFFICE USE ONLY)

The above applicant HAS/HAS NOT satisfied the conditions set forth in Section 5.09 of the Subdivision Regulations and is therefore GRANTED/DENIED this permit for driveway access

Conditions: Owner shall be responsible for all the removal and roadway/Driveway maintenance.

Bond or Letter of Credit Required Yes No
Amount of Bond or Letter of Credit: _____

Reason for Denial: _____

[Signature] 12/26/18
Highway Director Date

[Signature]

[Signature]

[Signature]

[Signature]
Signatures of the Board of Selectmen

1/14/19
Date Signed

DRIVEWAY REGULATIONS
Ordinance

A. Authority

The following regulations governing the construction and alteration of driveways, entrances, exits, and approaches within the limits of the right of way are adapted by the Board in accordance with the provisions of Chapter 236, Sections 13 and 14, N.H. Revised Statutes Annotated.

It shall be unlawful to construct or alter in any way that substantially affects the size or grade of any driveway exit, or approach within the limits of the right of way of any highway under the jurisdiction of the Town of Sunapee that does not conform to the terms and specifications of a written permit issued by the Town of Sunapee.

B. Procedure:

1. **Application:** Any person wishing to construct or alter a driveway shall obtain a construction permit application from the Town Planner, and shall file that application, with a map of the proposed construction, with the Town Planner.

A. The following information shall be provided on the application:

- i. The name and address of the owner of the property the proposed driveway will serve
- ii. The location of the driveway, with distances to street intersections within 100 feet
- iii. Lengths of the Street frontages of the property served by the proposed driveway
- iv. Dimensions of the proposed driveway within the limits of the right of way of the street
- v. The lengths of the sight distances in both directions along the street
- vi. Description (including dimensions) of any culverts, other drainage, structures, traffic control devices, and channelization islands to be constructed, also the depth of fill, over any culverts
- vii. The grade of the driveway
- viii. A description of any proposed changes in a proposed alteration of a driveway.

B. The following information shall be provided on the map:

- i. The location and dimensions of the proposed driveway and of the street within the minimum sight distance
- ii. Property boundaries, if within 100 feet of the driveway
- iii. The location of any existing driveways serving the property
- iv. The location of any visual obstructions to the required sight lines
- v. The length of sight distances in both directions along the street
- vi. The location of any drainage structures, traffic control devices, or channelization islands to be installed.

Failure of the applicant to supply the information and the map requested shall be sufficient grounds for the denial of the application. The Board may require the preparation of plans by an engineer or a surveyor, when it deems such plans necessary.

2. **Road Agent Inspection:** The Road Agent shall review the application, inspect the site, report any observed inaccuracies in the application, and recommend whatever action he/she deems most appropriate.
3. **Board Action:** The Board of Selectmen shall, after considering the Application, the recommendations of the Road Agent, the input of the Planning Board, if applicable, and concerns of the applicant or other interested parties approve, approve with conditions or deny the construction permit application. If the application is approved a written permit shall be issued by the Board of Selectmen. The permit shall state the terms and specifications for construction or alteration of the driveway. If the application is denied, a letter shall be sent to the applicant stating the reasons for denial.

C. Standards

1. **Location:** The location shall be selected to protect the most adequate degree the safety of the traveling public. The driveway shall be at least 25 feet from the nearest street intersection.
2. **Sight Distances:** The location shall be selected to provide safe sight distances, based on the following standards developed by the New Hampshire Department of Public Works and Highways in its Highway Design Manual (1983), and shall be thirteen (13) times the speed posted on the existing town road (e.g., 30 mph 390 ft; 35 mph 455 feet, etc.). For properties where the minimum sight distances described above cannot be met, the driveway shall be placed at the safest possible location. If a lesser Sight Distance is indicated, a warning sign indicating the hazard to be encountered (e.g. Blind Drive) with an Advisory Speed Sign mounted directly below showing the indicated speed to the nearest 5 mph multiple may be required. The indicated speed shall be the safe sight distance available divided by thirteen (13).
3. **Intersection:** The driveway shall be laid out so as to intersect with the street as nearly as possible at right angles, but in no case at an angle of less than sixty degrees.
4. **Width:** The driveway shall be a minimum width of 12 feet at its junction with the street. The driveway shall have a maximum width of 50 feet at its junction with the street, except that the driveway may be flared beyond a width of 50 feet to accommodate the turning radius of vehicles expected to use it.
5. **Grade:** The grade of entrances and exits shall be constructed to slope down and away from the town road surface for a distance equivalent to the existing town road ditch line. When the approaches are paved with asphalt or tar, the minimum rate of slope shall be 3/8" per foot; for all other surfacing, the slope shall be a minimum of 1/2" per foot. The grade of the driveway beyond the ditch for a distance of 100'

shall be no greater than twelve per cent.

6. **Drainage:** The driveway shall not interfere with the street's drainage. Where necessary, culverts, waterbars, ditches, and other drainage structures shall be installed to insure adequate drainage of the street and to prevent excessive drainage from the driveway onto the road. Culverts shall be at least 12 inches in diameter, and larger if considered necessary by the Road Agent. A minimum of 12 inches of fill shall be placed over culverts.
7. **Sidewalk and Road Repair:** When the construction of a driveway would require the disturbance of a street or a sidewalk, the applicant shall obtain the permission of the Road Agent before proceeding with construction. Any road or sidewalk disturbed during the construction of the driveway shall be restored to the satisfaction of the Road Agent.
8. **Performance Bond or Letter of Credit:** The applicant may be required by the Board of Selectmen to file a bond in an amount sufficient to cover the cost of the construction of that portion of the driveway within the right of way of the road, including the required culverts ditches, other drainage structures and the paved apron, and to cover the cost of repairing public sidewalks and streets disturbed by the construction. The Board of Selectmen shall approve the bond as to form and sureties. The amount of the bond shall be based on a contractor's or an engineer's cost estimate of the necessary construction and repair. The estimate shall be approved by the Board prior to the obtaining of the bond. All bonds shall be for 110% of the estimated cost. The performance bond shall not be released until the Road Agent has certified completion of the bonded construction and repairs in accordance with the standards stated in these regulations and in accordance with the plan approved by the Board of Selectmen.

D. **Administration**

1. **Enforcement:** Upon determination by the Planning Board that a violation of these regulations has occurred, notice shall be given to the Board of Selectmen recommending appropriate enforcement procedures. The Board of Selectmen is responsible for the enforcement of these regulations.
2. **Penalty:** As provided under RSA 236:14, any person who violates any provision of RSA 236:13 or of these regulations shall be guilty of a violation or a misdemeanor and shall be liable for the cost of restoration of the street to the satisfaction of the Planning Board.
3. **Waiver:** Where conformity to these regulations would cause undue hardship or injustice to the owner of the land, the Planning Board may, upon the recommendation and advisement of the Road Agent, waive any of the above regulations, provided that the spirit of the regulations will be respected and that the public convenience and safety will not be adversely affected.