

1 **TOWN OF SUNAPEE**

2 **PLANNING BOARD**

3 **JANUARY 5, 2017**

4 **PRESENT:** Peter White, Chair; Donna Davis Larrow, Vice Chair; Richard Osborne; Joseph Butler; Randy
5 Clark, Alternate; Shane Hastings, ex-officio member; Michael Marquise, Planner

6 **ABSENT:** Kurt Markarian; Joseph Furlong

7 **See attached sign in sheet**

8 Chairman White called the meeting to order at 7:00 pm.

9 Chairman White appointed Mr. Clark to sit in for Mr. Markarian.

10 **CONTINUATION: PARCEL ID: 0148-0025-0000: SUBDIVISION / ANNEXATION; LANCE & CHRISTINA**
11 **HARBOUR, HAMEL RD.**

12 Mr. Marquise said that he has received a request for another 30 day extension. Mr. Landry talked to the
13 abutters who own the restaurant next door and Mr. Marquise did not get a sense from the conversation
14 that anything was happening quickly so 30 days seems optimistic. He has spoken with Mr. Harbour and
15 expressed concern that this case has been on hold since January of last year. He suggested that rather
16 than giving an extension, the Board table the application and consider it withdrawn and then just charge
17 for costs of abutters' notices rather than for the application. Chairman White said that he thinks this
18 makes more sense than just having the case be continuously continued as it seems open ended.

19 Chairman White asked what Mr. Harbour's response was and Mr. Marquise explained that he wasn't
20 very happy as he doesn't want to go through the application process but he can use the old application;
21 there may be new abutters that should be noticed. There are also some Zoning Variances that may
22 need to be looked at with changes to the Ordinances.

23 Chairman White asked and Mr. Marquise confirmed that Mr. Harbour did formally request a
24 continuance. Mr. Marquise said that it is basically the same as the other request. Mr. Marquise read
25 part of the request to the Board "As you may recall, Eddie and Lynn DiPietro of Mountain View Tavern,
26 LLC have assured us they will grant us usage rights through an easement. However, with the recent
27 installation of the approved septic system, holidays, and the opening of their restaurant, we have not
28 been able to execute the agreement. It is our intention to ask the Planning Board to revisit the plan as
29 soon as we have a signed letter indicating the intent to grant the easement. I appreciate your
30 consideration of this request."

31 Mr. Marquise asked the Board if they feel as though Mr. Harbour can complete this in 30 days. Mr.
32 Osborne said that he thinks that there have been many things that have come together in the last
33 month that may allow this to move forward. He's not sure they can get lawyers and surveyors to get all
34 the necessary items in that amount of time but it may be already done. Another 30 days does not seem
35 like it would be a problem, but it should be made clear that it will be the final extension. The Board
36 agreed with Mr. Osborne.

37 Mr. Osborne made a motion to grant one more 30 day extension with the understanding that after the
38 30 days Mr. Harbour will need to reapply. Mr. Butler seconded the motion. The motion passed
39 unanimously.

40 **CONTINUATION: PARCEL ID: 0211-0018-0000: SITE PLAN REVIEW: AUTO REPAIR SHOP WITH 10-15**
41 **EMPLOYEES, TOWING, AND STORAGE. THE WAREHOUSE TO STAY AS DANCE STUDIO WITH 4-6**
42 **EMPLOYEES. 962 ROUTE 11, ALBEE AUTOMOTIVE.**

43 Mr. Marquise said that he has not heard anything from the applicants. This application was never
44 accepted as complete and he thinks it would be appropriate for the Board to table the case and require
45 that a complete application be submitted in the future.

46 Vice Chair Larrow asked if anyone has talked to the owners regarding the changes to the site as there is
47 a Site Plan for the dance studio. Mr. Marquise said that this is a separate issue, Mr. Landry is looking
48 into it and there may be some revisions coming in for the current Site Plan. He was told that what has
49 been done is temporary and Mr. Landry does not feel as though it affects any parking spaces.

50 Chairman White asked if the tree that was removed on the front of the lot was dead. Lela Emery said
51 that a big chunk had fallen over and she thinks that it was rotted.

52 Mr. Marquise said that if the Board agrees to table it, it can be removed from future agendas. The
53 Board agreed to table the case.

54 **CONSULTATION – BOB BELL, ROUTE 103B, MAJOR SUBDIVISION (9 LOTS)**

55 Chairman White said that this is a consultation so there will not be any vote on the proposed
56 subdivision. The Board can comment and give possible guidance, however, nothing is binding, and no
57 decisions will be made.

58 Jason Bell discussed the proposed subdivision with the Board and gave copies of the proposed plan to
59 them for their review.

60 Mr. Bell explained that the proposed plan is Phase One of the project. They would like to phase the
61 project out because the layout is difficult with the grades of the upper part of the property.

62 Chairman White asked and Mr. Bell explained that the property is on Route 103B, on the right side going
63 towards the mountain, where there is a pile of material. The plan shows the piles of material and the
64 entrance location.

65 Mr. Bell said that to do what they originally wanted there is no way to have a 10% grade and connect
66 back to the dead end that is shown on the plan. At this point they would like to do the nine lower lots
67 and save the road frontage as indicated to do the future road for Phase Two when they have a better
68 handle on it. Chairman White said that the grades are challenging. Mr. Bell confirmed this and said that
69 there is no way that they can build a connected road with the grade.

70 Mr. Bell said that the dead end road length is just shy of 1400 feet. Chairman White asked and Mr.
71 Marquise said that he thinks the maximum permitted dead end road length is 1200 ft. That requirement
72 has been waived in the past if Fire and other Departments sign off on it. Mr. Bell said that he spoke with

73 Fire Chief Ruggles and his response was that they have 1800 ft of hose. Mr. Osborne asked if Chief
74 Ruggles wanted a cistern put in. Mr. Bell said that there was some discussion about one being installed
75 off the east side of the intersection. They have talked with Steve Cummings, the engineer for the
76 project, who is working on the Alteration of Terrain Permit as they will be over the 100,000 sq ft of
77 disturbance when they get into the second phase. A fire pond somewhere around that intersection
78 would make sense, but they are not sure exactly where. Mr. Osborne said that he believes that Chief
79 Ruggles has allowed cisterns with two concrete tanks with around 10,000 gallons of water in other
80 developments. That would help alleviate concerns about the length of the road.

81 Mr. Butler asked about the road going through the wetlands. Mr. Bell said that the permit has been
82 applied for with the Wetlands Bureau. Chairman White said that the property is a lot wetter than he
83 would have thought. Mr. Bell said that Clayton Platt, the surveyor, is working on a more accurate
84 wetlands map as the current wetlands map is about four or five years old. Vice Chair Larrow asked and
85 Mr. Bell confirmed that the basic plan will not change, however, over time wetlands change.

86 Mr. Butler asked if there are any questions or issues about driving onto Route 103B. Mr. Bell said that
87 they will need the location approved by DOT though they have had a discussion with them. Chairman
88 White said that the road is fairly straight there. Mr. Bell confirmed that the site distance is quite good in
89 that location. Chairman White said that it is a 35 MPH zone, which also helps.

90 Mr. Marquise said that they discussed the plan at the Peer Review Meeting. The length of the road was
91 discussed and it did not seem to be a big issue for any of the Departments. They also discussed the large
92 pile of recycled asphalt as it was tested by the Town many years ago and came out as OK. The concern
93 was that the material not be used as road base, especially for the wetlands area, without preapproval.
94 Mr. Bell said that they do have all the paperwork for the material as when it was made it was monitored
95 by DES. They have been using less of the materials; they used a lot in Newbury as it was a way to use
96 less asphalt and it had mixed reviews. Mr. Butler asked and Mr. Bell confirmed that it is reclaimed
97 asphalt and explained to the Board the process the asphalt goes through to be able to be used again.

98 Mr. Marquise said that another thing he brought up at the Peer Review Meeting is the 65% rule that
99 requires that 2/3 of the minimum lot size has to be buildable. This is a 1.50 acre Zone, which means that
100 one acre of the lot size must be buildable, not steep, wet, etc. For example, Lot 3 and Lot 2 might need
101 to be reconfigured as it appears that there is less than an acre buildable on both lots. Mr. Bell said that
102 he spoke with Mr. Platt and he was going to double check to make sure that the math all works out on
103 all the lots.

104 Mr. Marquise said that they will need State Wetlands Permits, an Alteration of Terrain Permit, a State
105 Subdivision Permit for septic, and the DOT Permit for access onto the highway. Mr. Bell said that they
106 need to do test pits for the State Subdivision Permit for the septic systems as the lots are under 5 acres.
107 They hope that after the Wetlands Permit is in they can build the area past the wetland to properly get
108 equipment in instead of going through the wetlands to dig the test pits.

109 Chairman White asked and Mr. Bell said that he does not know the timeline for the State Wetlands
110 Permit.

111 Mr. Marquise said that this is a major subdivision so all the requirements will have to be met in the
112 Subdivision Regulations. Mr. Bell has the option of bringing the plans to the Board as a preliminary
113 hearing before going through the final hearing process.

114 Chairman White asked if there is any economic viability to keeping the lot remaining as a big lot and
115 trying to sell it rather than subdividing it. Mr. Bell said that there is too much road to justify doing that
116 as they would just break even. There was further discussion regarding the upper part of the property.

117 Mr. Marquise said that the Town does have a provision that the Board can ask that up to 15% of the lot
118 be set aside as common land. He recommended that Mr. Bell speak with the Conservation Commission
119 as they have not seen the plan and the wet area may be of some value to them. Mr. Bell said that he
120 thought that it would make sense for the Town to own the fire pond rather than having easements.

121 Chairman White asked and Mr. Bell said that he does not know if there is any conservation land around
122 this land. Mr. Bell explained what he knows about the land around this property.

123 Mr. Bell asked and Mr. Marquise confirmed that as the minimum lot size in this Zone is 1.5 acre so even
124 if the lot is bigger, only 1 acre is required to be buildable.

125 **OTHER BUSINESS – OLD ABBOTT LIBRARY PURCHASE**

126 Chairman White recused himself from the discussion and left the table.

127 Becky Rylander, the President of the Sunapee Historical Society, gave copies of a sketch to the Board for
128 their review. Lela Emery and Barbara Chalmers, Board Members of the Sunapee Historical Society,
129 assisted Ms. Rylander with the presentation.

130 Ms. Rylander said that, as she understands, this is the Board's opportunity to offer their opinion to the
131 Board of Selectmen regarding the plan.

132 Ms. Rylander said that the Historical Society's plan is to build a Town Archive. It will be open year-round
133 for education, research, and preservation. It will simultaneously preserve a historic Town building and
134 to help the Town support the Thrift Shop. The Historical Society is an independent 501-C3 non-profit
135 corporation which was started in 1978. It is run by volunteers with no paid staff and membership is
136 open to anyone. They have some money in financial reserves but do not have any debt nor any town
137 support. Ms. Rylander continued that the Historical Society has the museum in the harbor, which is
138 open to visitors in the summer. They do six or more events per year on different aspects of Sunapee
139 history. Ms. Rylander gave further description regarding the events they have done and other things
140 that they do.

141 Ms. Rylander said that the Historical Society needs additional space because the building they are in is
142 only good for summer use. It is not climate controlled and some of their historical items are starting to
143 show deterioration with heat, cold, humidity, mold, and dust in the building. The upstairs archive and
144 workspace is dusty and too hot or too cold. Their main floor office space is also small. Ms. Rylander
145 continued that they are interested in the Old Abbott Library building because it is solid and nearly
146 climate controlled. It is readily accessible and reduces risk of destruction by fire for irreplaceable

147 historical items. It would preserve an important historical building and would serve as a prominent
148 reminder of Sunapee's rich history and heritage.

149 Ms. Rylander said that the Historical Society's vision is to use the main floor to archive their existing
150 collection, process and archive new acquisitions of ephemera, mount displays, do research, and
151 collaborate with the library and schools on different projects.

152 Ms. Rylander explained the Agreement Summary for the first two years of the Historical Society's
153 occupancy of the building to the Board. The Town will remain the owner of the building and the
154 Historical Society will lease it while fundraising the \$250,000 to purchase the building. The Thrift Shop
155 will occupy the lower level. The Historical Society will pay \$500.00 per month to the Town for rent and
156 will pay for renters' / liability insurance. The Town will install a lower level bathroom and walkway and
157 pay for utilities, lawn care, snow removal, major maintenance, and building insurance. The building will
158 also remain on the market for a contingent contract per the cy pres. Ms. Rylander continued that after
159 the purchase of the building by the Historical Society, the Town will then lease the lower level for the
160 Thrift Shop. The Town will lease the area for 10 years and the Historical Society will take over the major
161 payments. The Town will pay \$500.00 per month and liability insurance.

162 Ms. Rylander said that this is a win-win for the Town as we will gain a Town archive and the Thrift Shop
163 will continue to be supported for minimal expenses. An important building will be preserved, and the
164 Historical Society will be able to do a better job of preserving and organizing their collection. They will
165 also keep their museum as it is good in the summer, but it would be good to be able to do research year
166 round. They will preserve the past to enrich the future.

167 Mr. Osborne said that he thinks the Historical Society has done a good job and that it is a good proposal.

168 Mr. Marquise said that the Board looked at the overall site plan and asked if there have been any
169 changes made to it. Ms. Rylander said that there has not been any changes.

170 Mr. Butler asked if the Town will be doing the work on the building. Ms. Rylander explained that they
171 will need to install a handicap accessible walkway to the lower level and a half bath downstairs. The
172 Town is hoping to get significant donations to accomplish this. Mr. Butler said that the Board just
173 approved the business next door and asked if there has been any coordination with the Dunkin Donuts
174 people. Ms. Rylander said that she believes that Scott Hazelton, the Highway Director, has shown them
175 the plan of the revamped parking lot. Mr. Marquise said that everyone has agreed on the plan.

176 Mr. Butler asked if someone purchases the building after the Historical Society has moved in what would
177 happen. Ms. Rylander said that the Historical Society will lease the building and have a signed
178 agreement that they will purchase the building from the Town within the two years if they can raise the
179 money. If they fail to raise the money the building will be available for sale after the two years. Mr.
180 Butler asked and it was explained that another offer to purchase the building would be a contingent
181 contract.

182 Vice Chair Larrow asked and Ms. Rylander confirmed that the parking spaces shown on the plan will be
183 enough for what they want to do.

184 Mr. Marquise said that he spoke with Donna Nashawaty, the Town Manager, this morning and she read
185 him the RSA that says that the Planning Board's role in this matter is to review and make
186 recommendations. This is common with the sale of any Town property.

187 Vice Chair Larrow asked if anyone on the Board has any recommendations. Mr. Osborne said that he
188 does not see anything he recommends changing. The only thing that this drawing is that it does not
189 show is the front median with a sidewalk. The Board has spoken with Mr. Hazelton about that and he
190 thinks that he is going to make it into a sidewalk.

191 Mr. Butler asked and Ms. Rylander said that the bathroom is upstairs. Mr. Osborne explained that
192 because the Town will be putting the Thrift Store downstairs they will need a bathroom down there.
193 They do not want to have a lot of traffic going up and down the stairs.

194 Mr. Hastings asked and Ms. Rylander explained that the stairway has to remain for an emergency
195 egress. There will be a door installed at the top of the stairs. Ms. Chalmers said that the Historical
196 Society is considering installing sprinklers in the building and if they do then the second egress down the
197 stairs will not be necessary for code.

198 Mr. Butler asked if they plan to keep the name of the building. Ms. Rylander said that the working name
199 is Sunapee Archives at the Old Abbott Library as that is what everyone knows the building as but they
200 will see if they will need to change it.

201 Ms. Ryland said that the next step is two public hearings with the Board of Selectmen, one Monday,
202 January 9, 2016, and one two weeks from then.

203 Mr. Osborne made a motion to allow the review of the Sunapee Historical Society's proposal to
204 purchase the Old Abbott Library and offer no additional recommendations. Mr. Butler seconded the
205 motion. The motion passed unanimously.

206 **MISCELLANEOUS – ECONOMIC REVITALIZATION ZONE**

207 Bridget Beckwith, State of NH Division of Economic Development, explained that Mike Deyett reached
208 out to her about the ERZ, the Economic Revitalization Zone tax credit program, and she wanted to
209 explain it to the Board.

210 Ms. Beckwith said that she has been working with this project for the past two years and was recently
211 made Program Director.

212 Ms. Beckwith explained that ERZ is a business tax credit for businesses that improve infrastructures and
213 create jobs in designated areas. The purpose is to stimulate economic redevelopment, expand
214 commercial and industrial bases, create jobs, reduce sprawl, increase tax revenues, and encourage
215 economic revitalization. It is one of the few tools that NH has to draw in and retain businesses.
216 Currently, there is \$825,000 available per year and the money is prorated for all the applicants. If the
217 applicant meets the criteria, then they qualify. Mr. Butler asked how many applicants they have a year.
218 Ms. Beckwith said that last year they had 29 and the year before they had 36.

219 Ms. Beckwith said the program has been maxed out every year since two years after its inception. They
220 are currently going to legislation to ask for \$3,000,000 and are hoping to get it with the new governor.

221 Each business is eligible for up to \$240,000, and some very large businesses get that amount. They can
222 get up to \$40,000 per year for up to six years. If they get the \$3,000,000 they plan to increase the
223 amounts to \$50,000 per year over the six years for a total of \$300,000.

224 Ms. Beckwith said that the benefits of the program are that it promotes investments and recruitment, it
225 creates jobs, it helps the tax base by creating an incentive for a business to invest and grow its business
226 and property, and it helps improve commercial and industrial properties. The program also creates new
227 growth and increases wage levels.

228 The definition is very specific as the ERZ must be unused or underutilized industrial parks or vacant land
229 or structures previously used for industrial, commercial, or retail purposes but currently not so used.
230 Even if some of the buildings are only 10 years old, companies must put a lot of money into them in
231 order to get them to what they need.

232 Chairman White said that it looks as though the ERZ can be designated for areas as well as single
233 buildings. Ms. Beckwith said that they try not to do single buildings unless they have to. They don't like
234 to call just one property a Zone unless it is a very large property. They try to encourage towns to be
235 strategic and look at the future. All the properties in the ERZ don't have to be vacant but they have to fit
236 some criteria, for example, they can't all be residential properties in a commercial zone because
237 businesses wouldn't be moving into the residential properties as the houses are all being lived in. Ms.
238 Beckwith continued that applying for the ERZ is on the Town as it is what areas they feel meets the
239 requirements but it must comply with the RSA to be approved.

240 Chairman White said that the area the comes to mind for him is the intersection of Route 11 and Route
241 103 as the property has been vacant for a long time. Ms. Beckwith said that area would be a perfect
242 opportunity if there were other properties contiguous with that property that would work for the ERZ.
243 Scott Blewitt Chairman White said that the property sits by itself. There was further discussion
244 regarding the property and how this area might meet the RSA and requirements for the ERZ and that
245 Ms. Beckwith determines if the area the Town wants to designate as ERZ meets those requirements.

246 Mr. Butler asked and Ms. Beckwith explained that the ERZ does not cost the Town anything, the money
247 comes off the business' BPT taxes and BET taxes.

248 Ms. Beckwith went over the process of the Town getting an ERZ approved and then how a business is
249 approved to get the ERZ tax credits. There are currently 66 Towns with 198 Zones approved. Ms.
250 Beckwith said that she has information on the business side of the process as well if the Board has any
251 questions.

252 Mr. Marquise asked if it is the Planning Board or the Board of Selectmen who determines the ERZs. Ms.
253 Beckwith said that it can be anyone in the Town, it just needs to be voted on. Ms. Beckwith asked who
254 typically makes those types of decisions in Town. Mr. Marquise explained that the Planning Board
255 creates zones but he doesn't know if this would come from the Board of Selectmen. Ms. Beckwith said
256 that she would need a Town Official to sign off on the application and provide a checklist that everyone
257 voted on approving the ERZ.

258 Mr. Butler asked and Ms. Beckwith confirmed that if a business knows that they are in an ERZ they don't
259 go to the Town for approval for the tax credit, they apply to Economic Development. Mr. Butler asked

260 and Mr. Marquise explained that the Town still has to approve the plans and they still need to go
261 through Site Plan Review. Chairman White said that this is just an economic stimulus.

262 Mike Deyett, a resident of Sunapee, said that he has a business in Sunapee with 15 employees and
263 would like to hire four or five more. He would like to purchase the vacant building at 6 Holmes Lane in
264 Georges Mills, the old pediatric building. Making that an ERZ would help him to renovate the building
265 and he would like the Board to talk about making that building an ERZ. There is no cost to the Town and
266 he would be increasing the tax base; he has five employees who live in Sunapee and they are bringing
267 employees into the area. Mr. Deyett continued that the building is set up for a physician's office and
268 there is a significant investment as the building has been sitting vacant for a long time. He is willing to
269 do all the paperwork and fill out the forms, he just needs someone in the Town to sign the Town's
270 application. There is no risk to the Town, there is 100% upside to the Town.

271 Ms. Beckwith explained the State's new website www.choosenh.com and the resources that it provides
272 to businesses.

273 Vice Chair Larrow asked about the criteria needed for the Town to establish an ERZ. Ms. Beckwith
274 explained that she gave copies of the Town's application to the Board in the packets she provided. It is a
275 one page application and more than one application is required if there are different areas that the
276 Town would like to designate as ERZs. The Town also needs to provide a clearly defined map of the
277 area(s) and a list of the properties. She also likes a little bit of documentation, such as a picture or a
278 copy of the online listing showing that the property is vacant. The signatures of the Town Officials are
279 also required.

280 Mr. Deyett said that he would be happy to do all of the paperwork so there is no cost or time
281 commitment from the Town. He thinks that this is a good program for this building or other places in
282 the Town which may be vacant.

283 Chairman White asked and Ms. Beckwith said that she does not know who designates a site as a
284 Brownsfields. Mr. Marquise said that DES does that. Chairman White asked and Mr. Marquise said that
285 he does not know if the Route 11 / Route 103 site has been designated as a Brownsfields.

286 Chairman White said that his concern with Mr. Deyett's suggestion is that it is limited to one building.
287 There is not a lot around there other than that building that is vacant. Mr. Deyett said that Mr. Landry
288 told him that the whole area is zoned for commercial use and the area could be revitalized a little with
289 the ERZ. Mr. Deyett gave a list of all the areas that are designated as ERZs in the State and said that
290 there are many that are single properties. It is the State's decision if the proposed area meets the
291 criteria for the ERZ.

292 Mr. Deyett asked and Ms. Beckwith explained the way that a business qualifies for the tax credits.

293 Vice Chair Larrow asked how this single building would be designated a zone. Ms. Beckwith asked if the
294 property could be subdivided. Mr. Deyett said that the deed shows three tracts of land and he thinks
295 the building could be subdivided as a multiuse building. Vice Chair Larrow said that around the property
296 it is all residential properties. Mr. Deyett said that the property is in a commercial zone. Vice Chair
297 Larrow said that she is aware of that but directly across the street is an apartment building, kitty-corner
298 is an apartment building, there are also a single family home and another apartment building, the New

299 London sewer station, and then Sunapee Cove across the street. Mr. Deyett said that the property
300 abuts Fletcher's Shoes. Chairman White said that they are out of business. Ms. Beckwith said that it
301 does not have to be a large zone, it could just be two or three properties, they just don't like to do one
302 property. Vice Chair Larrow said that it is hard for her to determine how this could be designated as the
303 single family residents may not have always been residential properties. Ms. Beckwith said that they
304 would not be counted anyway because home businesses do not qualify but a business is not going to go
305 in and demolish a house.

306 Mr. Deyett gave the Board a copy of a map showing the properties around 6 Holmes Lane and explained
307 the businesses. Ms. Beckwith said that if the ERZ was done before Sunapee Cove does their expansion
308 they could apply for the tax credit.

309 Mr. Marquise said that the application says that it needs to be signed by the local governing body, which
310 is the Board of Selectmen. Chairman White asked if this requires a public meeting. Ms. Beckwith said
311 that she would be happy to give a presentation. Mr. Osborne said that the Planning Board could give a
312 recommendation to the Selectboard to designate this area and the Route 11 / Route 103 area as ERZ.
313 There was further discussion regarding the businesses and buildings in these areas as well as on Lower
314 Main St.

315 There was a discussion regarding businesses and jobs in NH.

316 Ms. Beckwith explained the process of how the Town renews the ERZs.

317 Mr. Marquise asked if there are income guidelines for this program. Ms. Beckwith said that there are no
318 income guidelines, this is to encourage business growth.

319 The Board determined that they will talk about the areas they think might be good for the ERZ and that
320 Mr. Marquise will speak with Ms. Nashawaty about it.

321 Mr. Deyett asked what his next step should be to follow up with the Board regarding the area he would
322 like designated as an ERZ. Mr. Marquise said that he will speak to the Town Manager and the
323 Department Heads at the Peer Review meeting and he will discuss with the Board about making
324 recommendations for different zones. Mr. Deyett said that he is concerned with his own time
325 constraints to renovate the building before it is occupied.

326 Ms. Beckwith gave more description regarding the documents she included with the packets she
327 provided the Board.

328 **MISCELLANEOUS – PETITIONED ZONING AMENDMENT**

329 Mr. Marquise said that the Board discussed at the last meeting the possibility of getting a petitioned
330 Zoning Amendment and one was received. The public hearing was noticed in the paper and included
331 the full text of the Amendment.

332 Mr. Marquise said that the petitioned Amendment is to create a new Zone that is 600 ft wide that goes
333 along the easterly side of Route 11 from Jobs Creek Rd to Browns Hill Rd. The Zone is proposed to be
334 Mixed Use I, which is how Wendell is currently zoned; it is a very intense Zone that allows retail, motels,
335 almost everything.

336 Mr. Marquise said that the hearing has been noticed but the Board has to formally vote to say that they
337 are going to hold the public hearing. Mr. Marquise said that the Board does not have the option to
338 amend or change the Amendment at the public hearing. He thinks that someone will be before the
339 Board at the public hearing to explain why he or she thinks it is necessary and then the Board will vote
340 to put on the Ballot whether they recommend or do not recommend the Amendment. Chairman White
341 explained that the Mixed Use I Zone allows many commercial uses. Mr. Marquise said that he thinks
342 that this goes against the spirit of the vision of the Town and that the public hearing will be a place
343 where everyone can comment. Chairman White said that this will have an impact on the whole Town.

344 Chairman White asked which Board members can attend the January 19th meeting. Vice Chair Larrow
345 said that she cannot attend. Mr. Hastings said that he is not sure if he will be available but if he is in
346 Town he can attend, if not he will ask Sue Gottling to attend in his place.

347 Mr. Osborne made a motion to hold a meeting on January 19th to hear the petition. Mr. Hastings
348 seconded the motion. The motion passed unanimously.

349 **MISCELLANEOUS – BOARD MEMBERS TERMS**

350 Mr. Marquise said that Chairman White's and Mr. Butler's terms are both up this year. Chairman White
351 asked about Mr. Markarian and no one on the Board nor Mr. Marquise have heard from him. Mr.
352 Marquise explained how it was determined by Betty Ramspott, the Town Clerk, who was up and the
353 Board discussed that Mr. Butler was an Alternate and took Mr. Hasting's spot. Mr. Marquise said that if
354 Mr. Butler has never been elected then he cannot hold a three year term. There was further discussion
355 regarding this matter.

356 **MISCELLANEOUS - ZONING**

357 Chairman White said that he received a letter from Dan Schneider, the Zoning Chair, and read it to the
358 Board. "Dear Peter, at its December 8th meeting, the Town of Sunapee Zoning Board of Adjustment, the
359 ZBA, advised me to request a joint meeting with the Planning Board to discuss potential improvements
360 to the Town of Sunapee Zoning Ordinance. It is the desire of the ZBA that such a meeting take place in
361 January, following the scheduled meetings of the two Boards. Please contact me by email or by
362 telephone to schedule the meeting or if you should have any questions. Yours truly, Dan Schneider."

363 Chairman White said that he thinks it is a very good idea for the Boards to get together. He knows that
364 the ZBA has some concerns. He does not think that the two Boards always see eye to eye on things and
365 they have some differences of opinions but it would be good to talk about things. The meeting would
366 have to be a public meeting and noticed.

367 Mr. Marquise said that he wonders what the purposed of the meeting would be as changes cannot be
368 made to the Zoning Ordinances now as they need to be voted on. Chairman White said that he knows
369 that there are some members of the ZBA who have concerns about the Zoning Ordinance and how it is
370 being interpreted. They seem to be spending time on things they feel are redundant.

371 The Board discussed when they could have a meeting.

372 Chairman White asked the Board members for their opinions about holding a joint meeting. Mr.
373 Osborne said that he thinks it is a good idea for the two Boards to be on the same page. Vice Chair
374 Larrow said that she thinks the Planning Board needs to put forth a stronger effort to invite the ZBA
375 when they do Zoning Amendments in the fall because she is not sure the ZBA understands that they can
376 discuss them with the Planning Board. There was further discussion regarding this matter and that the
377 Planning Board Chair will moderate the meeting.

378 Mr. Osborne asked how far in advance a meeting has to be noticed. Mr. Marquise said that he thinks it
379 can happen at a regular meeting, he does not think it has to be noticed in the paper. The Board would
380 like to have a full Board and have the ZBA have as many members as they can as well.

381 The Board decided to invite the ZBA to the February 2nd meeting. Chairman White said that he will
382 contact Mr. Schneider. Mr. Marquise said that the meeting will be noticed with the regular meeting.
383 The Board said that they would like Mr. Landry to be present as well. There was further discussion
384 about what might be discussed at the meeting.

385 The Board discussed if the Zoning and Planning Boards change the order of the meetings.

386 Chairman White said that he will contact Mr. Schneider to see if the February meeting works for the
387 ZBA.

388 Changes to the Planning Board minutes from December 1, 2016:

389 Mr. Hastings made a motion to approve the minutes of December 1, 2016 as presented. Mr. Butler
390 seconded the motion. The motion passed unanimously.

391 Mr. Osborne made a motion to adjourn the meeting at 8:59 pm. Mr. Butler seconded the motion. The
392 motion passed unanimously.

393 Respectfully submitted,

394 Melissa Pollari

395 Planning Board

396 _____

397 Peter White, Chairman

398 _____

399 Kurt Markarian

400 _____

401 Joseph Furlong

402 _____

403 Shane Hastings, ex-officio member

Donna Davis Larrow, Vice Chair

Richard Osborne

Joseph Butler

Randy Clark, Alternate Member