

1 **TOWN OF SUNAPEE**

2 **PLANNING BOARD**

3 **APRIL 7, 2016**

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

6 **ABSENT:** Kurt Markarian; Joseph Furlong; Randy Clark, Alternate

7 **See attached sign in sheet**

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

9 Chairman White appointed Joseph Butler to sit in for Joseph Furlong.

10 **ELECTION OF OFFICERS**

11 There was a brief discussion regarding the election of officers as there are two members not present.

12 Mrs. Larrow made a motion for Mr. White to remain as Chairman. Mr. Osborne seconded the motion.
13 The motion passed with four in favor and one abstention.

14 Mr. Osborne made a motion to elect Mrs. Larrow as Vice Chair. Chairman White seconded the motion.
15 The motion passed with four in favor and one abstention.

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

18 Mr. Marquise said that the applicants have asked to continue this case again. They have come to an
19 agreement with the neighbor regarding a small slice of land to give them access. It is still unknown if it
20 will be done via a subdivision / annexation or via a right of way. They also need to get a Zoning issue
21 cleared up, which will happen at the next Zoning meeting. Mr. Marquise continued that it is expected
22 that the applicants will be at the May Planning meeting.

23 Mr. Hastings made a motion to continue the case for Parcel ID: 0148-0025-0000: Subdivision /
24 Annexation, Lance and Christina Harbour, Hamel Rd, to the May 5th meeting. Mr. Osborne seconded the
25 motion. The motion passed unanimously.

26 **OTHER BUSINESS – OPEN BOARD POSITION**

27 Mr. Osborne made a motion to have Mr. Butler fill in the remainder of the one year term for Shane
28 Hastings. Vice Chair Larrow seconded the motion. The motion passed with four in favor and one
29 abstention.

30 **OTHER BUSINESS – STATEMENT OF PROPERTY USAGE**

31 Mr. Marquise gave the Board a Statement of Property Usage from the Sunapee Harbor Riverway.
32 Usually what is done is he signs off on the Statement of Property Usages and says that there is no

33 change or he directs the applicants to Site Plan Review. Mr. Marquise continued that in this instance he
34 believes that the Board should have a discussion to determine if the use will require going to Site Plan
35 Review. The property is the Old Town Hall building, also known as the Livery Building, and it is being
36 leased by Sunapee Heritage Alliance. The building was Town property for a long time and back in 2009
37 the Town requested to have a Site Plan Review for a farmer's market, which never happened. The
38 approval was rather extensive for use of the entire street level floor of the property; it was for 7:00 am
39 to 11:00 am, four months out of the year, for one or more days a week. Mr. Marquise said that over the
40 last seven years there have been different events that have been held in the building such as a dance, an
41 arts event, a photo exhibit, etc., and over the years he believes that there wasn't an issue with those as
42 there was the extensive Site Plan for the farmer's market and other events would be less use than that.
43 This summer, in addition to the things that they have been doing, they are proposing that the Sunapee
44 Coffee House use the building, probably five to six times. They also want to use it as a music venue on
45 alternating Fridays. This will be a total of 10 to 12 events at the property. Mr. Marquise asked the
46 Board if they want to have an amended Site Plan or if they believe it does not go beyond what was
47 originally approved. There is no increase in hours or the time of year as the building is not heated.

48 Vice Chair Larrow asked and Chairman White said that he does not think that the farmer's market was
49 ever opened as there was an issue with the liability insurance. Chairman White asked and Mr. Marquise
50 confirmed that they do not plan to overlap any events.

51 Mr. Osborne asked if the building has a bathroom. Mr. Marquise said that he thinks that there is a
52 bathroom in the thrift shop side but does not know about this side.

53 Mr. Marquise said that the Fire Department has put a limit on the number of people in the building at 70
54 and they have to have the doors open. Chairman White asked if they can really have 70 people as they
55 can only have 50 people or so in the library. Mr. Osborne said that there is not a lot of clear space in the
56 library as a lot of the space is taken up by stacks. The occupancy permit is based on the amount of clear
57 floor space. Vice Chair Larrow asked where all the people would park. Mr. Marquise said that he
58 believes that they have a friendly agreement with LSPA to try to make the events happen. They also
59 have 14 spaces along the road. Chairman White said that the bridge also allows people to park on River
60 Rd. Mr. Osborne said that he does not think that the Coffee House has that many people during their
61 events.

62 Chairman White asked and Mr. Marquise said that the minutes from the approval of the farmer's
63 market said that they could have twenty five spaces for vendors and ten other employees. Mr.
64 Marquise said that with the public the number of people in the building would increase quite a bit.

65 Mr. Butler said that his concern is that at a previous Board meeting, there was a presentation about
66 having a music school in the building and that it needs a lot of structural work. Mr. Marquise said that
67 the long term desire is to convert the entire building, which will require Site Plan Review. Mr. Osborne
68 said that the issue is the foundation in the front corner, not the floor itself. Mr. Marquise said that they
69 are prohibited from using any other levels.

70 Mr. Butler asked and Mr. Marquise explained that the Riverway has the liability for the building as the
71 Town sold it to them. The Town has 18 months of rights for the Thrift Shop and some of the storage.

72 Mr. Hastings asked how many people attend the Coffee House. Mr. Osborne said that it is usually held
73 in the Methodist Church basement and there is not parking there for 70 people. There was further
74 discussion about the Coffee House.

75 Chairman White said that he does not think that this proposal is as much of a change or as big an impact
76 as the farmer's market. Mr. Hastings said that he does not think that they will get 70 people at one time
77 and they have to keep the doors open anyway. Mr. Butler said that he thinks the proposal is fine as long
78 as they comply with the limitations given by the Fire Department.

79 Mr. Osborne made a motion to approve the application for Map 133, Lot 88, 58 Main St, for the
80 additional ten to twelve events, not needing a Site Plan Review by the Sunapee Harbor Riverway. Mr.
81 Hastings seconded the motion. The motion passed unanimously.

82 **OTHER BUSINESS – ACCESSORY DWELLING UNITS**

83 Mr. Marquise said that there has been changes to the legislation that can have an effect on Sunapee
84 regarding accessory dwelling units. Mrs. Gottling had discussed this new law at a prior meeting and it
85 has passed. Mr. Marquise continued that the Town does have a year to act on it and it does appear that
86 the Board can put in provisions to protect the Town somewhat, but it does say that the density
87 requirements will no longer apply for a second accessory unit. It does behoove the Town to follow the
88 protections; that it becomes a Special Exception, that parking required, that the size is limited, etc.
89 There was further discussion regarding this law and how it could impact the Town and Lake and how to
90 address the law.

91 Vice Chair Larrow asked and Mr. Marquise confirmed that the units meant to be for family members but
92 they could be rented out. There was further discussion regarding this matter.

93 Chairman White asked and Mr. Marquise explained that this will have to go to the Town vote; it is a
94 State law so the Townspeople could vote down the protections and people could just do what they
95 want.

96 **OTHER BUSINESS – RIGHT TO KNOW MEETING**

97 There was a brief discussion regarding the Right to Know meeting that Donna Nashawaty has scheduled
98 in May.

99 **Changes to the Minutes from the March 3, 2016 meeting:** Change Line 18 to read "... I am asking for an
100 addition of 90 days..." Change Line 78 to read "...Clearwater Drive was thrown up (discontinued) years
101 ago..."

102 Mr. Osborne made a motion to accept the minutes as amended. Mr. Butler seconded the motion. The
103 motion passed unanimously.

104 **MISCELLANEOUS DISCUSSIONS**

105 There was a discussion about the work that is being done on the corner of Old Main St and Route 11 in
106 Georges Mills as there are campers and a port-a-potty there and the house has been torn down.

107 There was a brief discussion about RSA 155-e and the Lemieux property as the Town has never adopted
108 155-e. The Board does need to follow up with Mr. Lemieux regarding a reclamation plan.

109 Mr. Osborne made a motion to adjourn at 7:46 PM. Mr. Butler seconded the motion. The motion
110 passed unanimously.

111 Respectfully submitted,

112 Melissa Pollari

113

114 Planning Board

115 _____

116 Peter White, Chairman

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118 Kurt Markarian

119 _____

120 Joseph Furlong

121 _____

122 Shane Hastings, ex-officio member

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Donna Davis Larrow, Vice Chair

Richard Osborne

Joseph Butler

Randy Clark, Alternate Member