

1 **TOWN OF SUNAPEE**

2 **PLANNING BOARD**

3 **DECEMBER 18, 2014**

4 **PRESENT:** Peter White, Chair; Donna Davis Larrow; Tanner Royce; Shane Hastings, ex-officio member;  
5 Michael Marquise, Planner

6 **ABSENT:** Robert Stanley, Vice-Chair; Kurt Markarian

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

8 Changes to the Minutes from the November 6, 2014 meeting: Change line 21 to 22 to read “..thirteen  
9 units there now, however, in the Boards eyes...” Change line 42 to read “...Mr. Hayes spoke with. Mr.  
10 Hayes said that he spoke...” On lines, 99, 100 and 101, change the word “quarter” to “quarters”.

11 Tanner Royce made a motion to accept the minutes of November 6<sup>th</sup> as amended. Shane Hastings  
12 seconded the motion. The motion passed unanimously.

13 Changes to the Minutes from the December 4, 2014 meeting: The minutes were continued until the  
14 January meeting.

15 **PUBLIC HEARING TO RECEIVE PUBLIC INPUT ON THE AMENDMENTS TO THE TOWN OF SUNAPEE**  
16 **ZONING ORDINANCE**

17 Mr. Marquise reminded the Board that what they are voting on is whether the amendments are suitable  
18 to send to the Town to be voted on.

19 Chairman White noted that there a no one from the public at the meeting so there will be no public  
20 comments.

21 **Amendment #1:**

22 Amend Article VIII, Section 8.23 – Issuance of Certificate of Compliance – by adding a provision that  
23 affirms that Certificates of Zoning Compliance are transferable to new property owners.

24 Chairman White explained that the change to this Article is to add a subsection “e” that says that  
25 Certificates of Compliance are transferrable.

26 Mr. Hastings asked if the change is clear enough so someone doesn’t think that the Certificate of  
27 Compliance can be transferred to an owner’s new property. Mrs. Larrow suggested adding the words  
28 “to new property owners”. Mr. Marquise said that he does not believe that this addition would change  
29 the intent of the Amendment.

30 **The Board unanimously approved Amendment #1.**

31 **Amendment #2**

32 Amend Article IX, Section 9.12 – Site Review Required – to require that Zoning Board approval of any  
33 variance or special exception must be granted prior to the Planning Board review of any site plan.

34 Chairman White explained that this wording change says “Zoning Board approval of a variance or special  
35 exception shall be a prerequisite to any approval of a site plan review by the Planning Board.”

36 Mrs. Larrow said that she is wondering if this Amendment is limiting them in any way as she does not  
37 see where it says “only if Zoning Board approval is required”. Mr. Marquise suggested adding (if  
38 required) after the words “special exception”. Mr. Marquise explained that this is the current policy; it  
39 just does not say that in the rules.

40 The new wording will be “Zoning Board approval of a variance or special exception “(if required)” shall  
41 be a prerequisite to any approval of a site plan review by the Planning Board.”

42 **The Board unanimously approved Amendment #2.**

43 **Amendment #3**

44 Amend Article X, Section 10.1(e) – Powers – by extending the period for which a Certificate of Zoning  
45 Compliance is valid from 12 months to 24 months.

46 Chairman White explained that the change to the full text is in the first sentence of subparagraph (e)  
47 and says “If after a period of twenty four (24) months from the date a Variance of Special Exception is  
48 granted by the Zoning Board of Adjustment, the applicant has neither applied for nor received a  
49 Certificate of Compliance from the Board of Selectmen, the Variance or Special Exception will become  
50 void.”

51 Mr. Marquise explained that this change is to match the State law.

52 Mr. Marquise said that the original Amendment also mentioned another RSA but it is not applicable to  
53 this Article so it was removed.

54 **The Board unanimously approved Amendment #3.**

55 **SIGNOFF**

56 The Board was given the Site Plan for 11 Pleasant St, 350 Enterprises, LLC, to sign. The Board discussed  
57 the items that were supposed to be added to the Plan.

58 **Donna Davis Larrow made a motion to consider the plan complete for Parcel ID: 0104-0010-0000 for a**  
59 **Site Plan Review, seeking approval to increase the number of dwelling units from four to six on 11**  
60 **Pleasant St in Georges Mills, 350 Enterprises, LLC. Shane Hastings seconded the motion. The motion**  
61 **approved unanimously.**

62 Mr. Marquise reminded the Board that the next meeting is on January 15<sup>th</sup>.

63 Tanner Royce made a motion to adjourn at 7:29 PM. Shane Hastings seconded the motion. The motion  
64 passed unanimously.

65 Respectfully submitted,

66 Melissa Pollari

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68 Planning Board

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70 Peter White, Chairman

Robert Stanley, Vice-Chairman

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72 Donna Davis Larrow

Tanner Royce

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74 Kurt Markarian

Shane Hastings, ex-officio member