

1 **TOWN OF SUNAPEE**

2 **PLANNING BOARD**

3 **JANUARY 3, 2012**

4 **PRESENT:** Peter White, Vice-Chair; Donna Davis Larrow; Kurt Markarian; Robert Stanley; Shane Hastings,
5 ex-officio member; Michael Marquise, Planner

6 **ABSENT:** Bruce Jennings, Chair; Erin Andersen

7 **ALSO PRESENT:** See attached Sign-in Sheet.

8 Peter White, Vice-Chair, called the meeting to order at 7:00 PM.

9 Changes to the Minutes for the December 6, 2012 Planning Board Meeting: Line 97 change to read:
10 "People would be coming to the property, though more often than not..." Lines 109-110 change to
11 read: "... the owners might want to do as opposed to not including everything and then having to come
12 back to the Board." Change lines 158-160 to read: "Mr. Hirshberg asked that if it is the same use of the
13 property, they are not changing the footprint of the building and are just making some changes inside
14 the building and increasing the number of beds, would they still fall under the current approval."
15 Change line 171 to read: "...because they are kitchenettes with a refrigerator..."

16 Robert Stanley made a motion to accept the minutes as amended. Kurt Markarian seconded the
17 motion. The motion passed unanimously.

18 Changes to the Minutes for the December 20, 2012 Planning Board Meeting: The minutes were
19 postponed until the next Planning Board meeting.

20 **PARCEL ID: 0106-0021-0000 & PARCEL ID:0104-0087-0000: SITE PLAN REVIEW: TO ADD FOUR (4)**
21 **BEDROOMS AND SIX (6) ADDITIONAL PARKING SPACES AT THE ASSISTED LIVING CENTER (SUNAPEE**
22 **COVE); 1250 ROUTE 11**

23 Michael Marquise stated that the application was filed in advance, abutters were notified, fees were
24 paid, and notices were posted. The application is an amendment to a previous Site Plan so all the
25 elements from the previously approved Site Plan are here, though there are changes which appear to
26 meet the requirements of what needs to be shown on the Plan. Mr. Marquise said there should be a
27 discussion regarding State Permits but otherwise the application is complete.

28 Donna Davis Larrow made a motion to accept the Site Plan for Parcel 0106-0021-0000 and 0104-0087-
29 0000 as complete subject to any State Permits required. Shane Hastings seconded the motion. The
30 motion passed unanimously.

31 Charlie Hirshberg of CLD Engineers and Eric Kuczarski of HallKeen presented the case to the Board. Mr.
32 Hirshberg explained that there are two parcels being discussed, one owned by HallKeen and the other
33 owned by Black, Malone & Hayes. The six additional proposed parking spaces are on that lot and

34 HallKeen has an Easement. Mr. Hirshberg presented a letter from Black, Malone & Hayes authorizing
35 them to speak on their behalf as well as stating that they are allowing the six parking spaces.

36 Mr. Hirshberg said that they are adding four beds within the existing building and six parking spaces. In
37 terms of drainage, the parking spaces will be pervious with pavers, not asphalt. In the past, this facility
38 has had many more parking spaces than have been used because the majority of people no longer drive
39 so the main users are staff and visitors.

40 Mr. Hirshberg explained that he was not sure if this proposal would be an amendment to the previous
41 Site Plan so he therefore presented a letter that requests a waiver from the boundary survey
42 requirement as the property's boundary line is not changing. Mr. Hirshberg further explained what is
43 being added to the Site which is the six pervious spaces, one light pole centered over the spaces, and
44 some additional shrubs. There will be no changes to the run-off because the lots are pervious.

45 Mr. Hirshberg said that he has contacted the State of NH Department of Transportation (DOT) because
46 the property is on Route 11. He spoke with Elizabeth Ashworth who currently handles driveway permits
47 for the State who said she is fine with the additional six spaces. Mr. Hirshberg continued that Ms.
48 Ashworth has said that she would like to issue an amended driveway permit in the name of the current
49 owners which will also indicate that there is no issue with the additional spaces. Mr. Hirshberg said they
50 do not yet have the copy of the reissued permit.

51 Mr. Hirshberg said that the property is on Town Sewer & Water and based on the Town's Sewer
52 Department flow calculations and the metered flow, if you are at 5,000 gallons per day or greater a
53 permit from the NH Department of Environmental Services (DES) is required. The addition of the four
54 beds and required staffing does not increase the flow to where they are above 5,000 gallons per day
55 which means they do not need a DES permit. This has been confirmed with the Town Water & Sewer
56 Department as well as with DES.

57 Mr. Hirshberg stated that they are within the State's Shoreland which is 250' off of the Lake and the
58 properties are bounded by the Lake as well as two brooks. Mr. Hirshberg presented a survey that shows
59 that three and a half of the six spaces are within the 250' setback from the Lake. The impact is less than
60 1500 square feet and the material is pervious, which means the project falls under what is called
61 "Permit by Notification" for the State Shoreline and they have submitted the notification to DES but they
62 do not have it back. Mr. Hirshberg continued that there is 695 square feet of temporary impact for the
63 spaces that are within the 250'.

64 Mr. Hirshberg said that he gave plans to Roger Landry which shows the changes to the inside of the
65 building. The Board confirmed that they have copies of the plans. Mr. Hirshberg explained that other
66 internal changes are State Fire Code related. Mr. Kuczarski said that the Plan is currently with the State
67 Fire Marshall for review. Mr. Kuczarski said that they are also removing the center stairway which is not
68 required for life safety and was mostly ornamental.

69 Mr. White asked Mr. Hirshberg why the parking and entrance and exit are different than what was
70 presented at the conceptual hearing. The parking spaces presented during the conceptual hearing were

71 parallel and angled and the entrance and exit was one way. Mr. Hirshberg explained that the owners of
72 the lot, Black, Hayes & Malone, said that they would rather it be changed to how it is presented tonight
73 which means that the traffic flow will now not change, it will remain two-way off and onto Cooper St
74 and Route 11.

75 Mr. White asked and Mr. Hirshberg clarified that the sign will go where the old one did. Mr. Kuczarski
76 confirmed that the name will stay Sunapee Cove Assisted Living.

77 Mr. Marquise said that on the Site Plan, where the facility is described, the final Site Plan should have
78 the number of beds updated. Mr. Hirshberg explained that they only have a .pdf of the original Site Plan
79 and his AutoCad program is not conducive to making changes to a .pdf, however, he agreed to make the
80 changes to the number of bedrooms on the Site Plan.

81 Mr. Hirshberg said that they added the shed and gazebo to the Site Plan as they were not originally
82 shown but they are on the property. Mr. Hirshberg further explained that the properties are in two
83 Zoning Districts.

84 Mr. White closed the hearing to public input as there are no further questions nor abutters present.

85 Robert Stanley made a motion for Parcel ID: 0106-0021-0000 and Parcel ID: 0104-0087-0000 to accept
86 the Site Plan Review to add four bedrooms and six additional parking spaces at the assisted living center,
87 Sunapee Cove. Kurt Markarian seconded the motion. Mr. White asked for discussion on the motion and
88 Mr. Marquise said that the Board may want to consider including getting copies of the State Permits and
89 letters as well as maintenance on the pervious material used for the parking spaces. There was a
90 discussion regarding the use of pervious material and the reason for choosing the pavers. Robert
91 Stanley amended his motion to include Fire Marshall approval, State DOT approval, and the State
92 Shoreline approval. Kurt Markarian seconded the amended motion. The motion passed unanimously.

93 **PARCEL ID: 0133-0025-0000 & PARCEL ID: 0133-0024-0000: LOT MERGER; LAKE SUNAPEE**
94 **PROTECTIVE; 63 MAIN STREET**

95 Mr. Marquise explained that the Lake Sunapee Protective Association is looking to merge the two pieces
96 they own together.

97 Kurt Markarian made a motion to approve the lot merger of Parcel ID 0133-0025-0000 and Parcel ID
98 0133-0024-0000, Lake Sunapee Protective at 63 Main St. Shane Hastings seconded the motion. The
99 motion passed unanimously.

100 **TOWN PLANNER**

101 Mr. Marquise told the Board that he received an email about a walk being done by Ausbon Sargent and
102 the Conservation Commission down in Wendall Marsh on January 26th from 1:00 – 3:00.

103 Mr. Marquise said that Bruce Jennings' and Donna Davis Larrow's terms expire this year. Mrs. Larrow
104 said that she would run for reelection.

105 Mr. Marquise explained that he spoke with Town Council, Jae Whitelaw, regarding if the Board is
106 allowed to withdraw an Amendment and was told that they can. They then spoke about having two
107 meetings which has been difficult but that they haven't made changes to the intent when they have
108 made changes. Ms. Whitelaw only had one issue and that was with the handicap ramp as she believes
109 that taking the word "temporary" out changes the intent. Mrs. Larrow asked why the wording was
110 changed and Mr. White said that it sounded vague. Mr. Stanley said that it seems as though the change
111 should be withdrawn to go back to the original wording. The Board agreed to make the change to the
112 Amendment to put it back in the original wording.

113 Robert Stanley made a motion on the Amendment Four regarding wheelchair ramps to go back to the
114 original wording. Shane Hastings seconded the motion. The motion passed unanimously.

115 There was a discussion regarding the need for two meetings if the intent of an Amendment is changed.
116 Ms. Whitelaw told Mr. Marquise that under SB2 you can propose Amendments any time which makes it
117 easier to have hearings. Mr. Marquise would therefore like to have the public hearing in early
118 December and the second meeting in January if necessary.

119 The meeting was adjourned at 8:05pm.

120 Respectfully submitted,

121 Melissa Pollari

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124 _____
Bruce Jennings, Chairman

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127 _____
Erin Andersen

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130 _____
Robert Stanley

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133 _____
Shane Hastings, ex-officio member
