

**Planning Board of Sugar Hill**  
**April 7, 2010**

**Members:** Rob Hayward, Amy Venezia, John Strasser, Jim Keefe, David Thurston, Arthur Chase, Chris Thayer

**Guests:** Harry Burgess, Alan Clark, Barbara Serafini, Bernie Waugh, Margo Connors, Brenda Manix

Chairman Rob Hayward called the meeting to order at 5:30PM on Wednesday, April 07, 2010. On a motion made by David Thurston, seconded by Jim Keefe the minutes of the March meeting were moved to be approved and accepted. PASSED UNANIMOUSLY.

**Barbara Serafini**  
**Final Hearing**  
**Tax Map # 219 Lot # 57 and 27.111**  
**Minor Subdivision**

It was noted that Chairman Rob Hayward stepped down due to a conflict of interest. The meeting was turned over to Arthur Chase to chair.

Surveyor Harry Burgess presented the plans to the Board. He explained that the ZBA has granted the special exception contingent upon approval from the Planning Board. The ZBA notice of decision was presented to Board members to review. He noted that approval from the state on the test pit was received and received for the file. Also a letter from DOT stating driveway approval on Route 117 was received and is on file. He also noted that both the test pit and driveway placement are shown on the plans. It was noted that the requirements noted at the March meeting and listed in the minutes have been met. Chief Alan Clark addressed the Board and audience regarding his concerns about the property and presented a letter to the Board along with previous letters sent to the owner regarding fire hazard concerns with the building. He noted that the ZBA has put restrictions on the use of the Cottage building and 4<sup>th</sup> floor however if proper upgrades were made to the building and Cottage these could begin to be used again. He noted that the Homestead in his opinion is the highest fire hazard in Town and would like to have an easement on the property for the fire department to have access to the pond on the property. He would like to be able to maintain the pond in the future and reinstall the dry hydrant. Rob Hayward speaking on behalf of his family stated that the easement is being held with the mortgager and at this time he is not willing to let go it. He continued by stating that a dry hydrant could not be put in without the current mortgagers permission but that the fire department will have use of the pond. It was noted that the pond is in need of dredging to allow for more water to be in there and Mr. Hayward thought that the mortgager may be willing to let him do the work to get this done. Mr. Hayward will try to work with mortgager to get permission for dredging and let Chief Clark know. David Thurston questioned whether the acreage would meet the needs if the Cottage and the fourth floor are ever put to use. John Strasser stated that in the number of rooms between the 2 buildings there is enough acreage. There is 15+ acres available and according to the Town Ordinance 11 acres is needed to support the rooms. John stated that the Selectmen have asked the owners to provide the 1 parking spot per room + 1 additional spot for each employee making a total number of spaces 21 and they are also requesting a plot plan within the next 30 days. Mr. Hayward explained that pursuant to that access was granted from DOT with access onto Route 117 if needed. Town Attorney Bernie Waugh he was consulted by the ZBA and wanted to make sure that the PB has the decision by the ZBA, which was noted as have been received and reviewed by board members.

Acting Chair Chase asked for a motion for approval. Chris Thayer made a motion to accept the plans as presented; no second was received.

David Thurston commented that he would like to see the 2.02-acre lot remain with the land on the Homestead and wishes to abstain from the vote. He stated that losing the feel of the openness at the top of the field was a reason he did not want to see this approved. He went on to state that as planners we have a responsibility to the abutters as well and said that he felt a larger lot makes the property more profitable and keeps the integrity of the top of the hill. Surveyor Burgess commented that they have met the current regulations of the town and he feels that this subdivision does fit into the feel of Main Street Sugar Hill which has smaller house lots.

The Board questioned Ms. Serafini if she would dictate where the house on the new lot being created would be located. She replied that she might consider that.

Rob Hayward asked Town Attorney Waugh if a member is abstaining can an alternate vote and have that vote counted. Mr. Waugh answered that if a board member was present and abstaining it counted as a negative vote. Mr. Waugh went on to state that he feels the Board is undecided about application and they might want to take some time to review and reflect their thoughts and come back next month ready to vote on this. He stated that he would recommend that someone who wants to vote in the positive or negative could come up with a motion between now and next month which could list their reasons for or against.

On a motion made by Jim Keefe, seconded by David Thurston it was moved to table the vote until the May meeting. **PASSED UNANIMOUSLY**

### **Old Business/New Business**

The Board met with Town Attorney Bernie Waugh to review his suggested changes, deletions, and additions to the Site Plan Review Regulations.

The Board discussed holding a special meeting in the next couple of weeks to discuss the Serafini/Hayward minor subdivision. Amy will send an email to all board members with a list of dates available and a special meeting will be set.

With no more business on a motion made by Arthur Chase, seconded by John Strasser the meeting was moved to adjourn.

Submitted by:  
Amy Venezia