

Sugar Hill Planning Board

July 2 2025

Members: Secretary Amy Venezia, Vice Chairman Steve Monsein, Chairman Rob Hayward, Margo Connors (Alternate), Arthur Chase, Rusty Talbot (Selectboard Representative), Mike Valentine, Kyle Kinsey (Alternate)

Absent: Jim Keefe, Patty Robertson

Guests: Larry Sawyer

Chairman Rob Hayward called the meeting to order at 5:30PM on Wednesday, July 2, 2025. On a motion made by Steve Monsein, seconded by Arthur Chase the minutes of the June meeting were moved to be approved. **PASSED UNANIMOUSLY**

Kevin & Kiera Lally

Voluntary Merger

Tax Map 203.2 & 203.4

Chairman Hayward signed off on a voluntary merger for the above noted tax maps for Kevin & Kiera Lally.

Old Business/New Business

The Master Plan has been sent for printing and binding and will be available for board members at the August meeting.

Larry Sawyer met with the board to discuss the proposal for Conservation Commission review of sites. He proposed the following:

1. The secretary would notify the Commission (Larry) when you receive a subdivision request and a conceptual plan is to be presented. One of our members will attend.
2. A Conservation Commission member will attend the next meeting when a more detailed plan is submitted.
3. We will attend the site visit with the Planning Board and using a NHDES fact sheet, we will look for clues as to whether the parcel has features that may indicate a wetland is on the property.
4. We will present our findings to the PB and if there is evidence of wetlands the PB will need to take the appropriate steps.

Steve questioned what expertise the Conservation Commission has. Larry explained that they would use the NHDES sheet as a guide for seeing signs of wetlands. Chairman Hayward clarified that the Conservation Commission report would be the Planning Board's justification for requiring further studies of the land if it was felt that it was warranted.

Larry mentioned the idea of having the Selectboard, Planning Board and Conservation Commission schedule a joint meet and greet to get to know one another. Planning Board members present thought this was a good idea. Larry will follow up with the Boards and get something scheduled.

Chairman Hayward mentioned that Fire Chief Allan Clark had reached out to him with concerns about compliance of driveways. There are driveway regulations in place and given when someone applies for a permit. Compliance with these regulations is expected.

Margo asked when the checklist is reviewed. Chairman Hayward stated that it can be done at the Design Review phase to give feedback on any changes to the plans that may need to be done. Checklists will be made available to Board members to review at the same time moving forward.

With no more business, on a motion made by Steve Monsein, seconded by Rusty Talbot the meeting was adjourned at 6:00 PM.

Submitted by:

Amy Venezia, Planning Board Secretary