

## Sugar Hill Planning Board

August 7, 2024

**Members:** Arthur Chase, Secretary Amy Venezia, Alternate Kyle Kinsey, Margo Connors, Jim Keefe, Mike Valentine, Patty Robertson

**Guests:** John Barth, Betsy Holcombe, Larry Sawyer, Judy Sawyer, John Colony, Matt Carney, Tara Bamford (via Zoom)

With the absence of Chairman Rob Hayward and Vice Chairman Steve Monsein, Margo Connors was appointed to run tonight's hearing.

### **Public Hearing Site Plan Review Regulations and Land Subdivision Regulations**

Tara noted that minor editorial changes, some sustenance changes and bringing some things up to date to align with State of NH regulations were the highlights for the Land Subdivision Regulations.

There were no questions from the Board or audience members.

She stated that she had performed a final read through on this document and reviewed the following:

- On page 3, section B first sentence will now read; Persons wishing to engage in Design Review shall submit an application to the Secretary **or Chair** of the Board at least 21 days prior to the Board's regular meeting where the proposal will be discussed.
- On page 8, section 3.9A change notice of decision to be signed by both Chair and Secretary of the Board
- On page 17. Section M Drainage – first sentence has too many verbs. It will now read; The Planning Board requires that a drainage performed by a licensed engineer in conformance with Section 4.4 Stormwater Management Calculation for the size of drainage features shall be available to the Board upon request.
- Also on page 17, number 4 Storm Drainage Structures and Materials will add the word minimum to the fourth sentence.
- On page 18, section 7C change the word designated to designate.
- In Appendices A1 and B1 add Chair to the third paragraph so it will now read; The following items must be submitted to the Secretary or Chair of the Board not less than twenty-one (21) days before the regular monthly Planning Board meeting.

Tara noted in the Site Plan Review Regulations final read through that the following was noted:

- Expanded the lighting requirements
- On page 7, number 3 she added and Secretary to be consistent with Land Subdivision Regulations.

Reviewed and discussed Stormwater Management and Waste Management sections.

With no further questions or comments from the Board or audience a motion was made by Jim Keefe to approve the Land Subdivision Regulations and Site Plan Review Regulations as presented, seconded by Arthur Chase. **PASSED UNANIMOUSLY**

On a motion made by Jim Keefe, seconded by Arthur Chase the new applications were moved to be approved and accepted. **PASSED UNANIMOUSLY**

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

The contract with Tara to review the Master Plan with the Planning Board has been amended and reviewed by Margo Connors and Chairman Rob Hayward. The Board was in favor of this amendment. **PASSED UNANIMOUSLY**

The Board will begin the Master Plan review with Tara at the September meeting. Members of the Conservation Commission will be invited to attend to review the Natural Resources section.

On a motion made by Jim Keefe, seconded by Arthur Chase the minutes of the July meeting were moved to be approved.  
PASSED UNANIMOUSLY

With no more business, on a motion made by Arthur Chase, seconded by Jim Keefe the meeting was adjourned at 6:45PM.

Submitted by:

Amy Venezia

Planning Board Secretary