

## Sugar Hill Planning Board

March 6, 2024

**Members:** Arthur Chase, Margo Connors, Mike Valentine, Chairman Rob Hayward, Jim Keefe, David Thurston, Steve Monsein, Secretary Amy Venezia, Alternate Patty Robertson

**Guests:** Tara Bamford (via Zoom)

Chairman Rob Hayward called the meeting to order at 5:30PM on Wednesday, March 6, 2024.

Margo suggested that we come up with more information about the proposed Zoning Amendments that can be reviewed at Town Meeting. She said the Selectboard's office has received many calls with some confusion about these proposed amendments. She mentioned having the zoning maps available as well to show the different areas for RR1, RR2, and GR.

### Subdivision Regulations Review

Tara will add 'All Appendices attached hereto and referred to herein are incorporated by reference and made a part of these Regulations for all purposes as if fully set forth herein' to the end of the Table of Contents.

**Section 1.1** has minor editorial changes

**Section 1.2** no changes

**Section 1.3** Added to this section from another part of the regulations as it fits better in this section.

**Section 2** new and no markups shown. Board gave ok to this section. Tara noted this is an optional step and they can choose to skip this step and go directly to the final application.

**Section 3.1** No changes

**Section 3.2** Tara pointed out on page 5 that boards need to determine whether a development does or doesn't have a potential regional impact and follow the required notice procedures making sure that the minutes reflect this determination. One through six outlined in paragraph F are directly from the state law.

**Section 3.3** Changed approve, approve with conditions or disapprove the application within 65 days to align with State law. Changed wording on paragraph B about site visits. Changed paragraph C to align with RSA 676:4.

**Sections 3.4** no changes

**Section 3.5** added except in the case of a minor lot line adjustment or boundary line agreement and that notices have to be sent to any professional seal that appears on the map along with the applicant and abutters.

**Section 3.6** no changes

**Section 3.7** changed wording in paragraph D from required to request.

**Section 3.8** broken into the two different types of waivers. Paragraph B waiver of standards is treated more like a variance under State law.

**Section 3.9** Tara suggests that a complete list of all the things that could be put as part of a condition be listed in this section. All Board members were in agreement. Paragraph C should state that the Chairman and Secretary of the Board shall sign final plans.

**Section 4.1** Paragraph A added 'The Planning Board may stipulate, as a condition precedent to the approval of the plat, the extent and the manner in which streets shall be graded and improved and which, if any, other facilities shall be required for installation'. Paragraph C added erosion. Paragraph D sewer and water added if available in the future, took

out sidewalks and put reference to RSA 674:21, V(i). Paragraph E took out streams, changed the word up cropping to out cropping. Paragraph F relocated road section and minimum lot sizes and moved them to the correct sections.

**Section 4.2** Added paragraph A and Paragraph D.

**Section 4.3** Added introductory paragraph which previously existed in section 4.1. Other changes to this section included removing Figure 1, reworded paragraph B, new wording in paragraph C, reworded paragraph D, added more traffic and crushed gravel must be 6 inches to paragraph G, and changed from 1% to 2% in paragraph H for street grade. Discussion on paragraph L that only hammerheads should be allowed. Tara will make that change back to reflect. Paragraph M changed around and gave stormwater its own section now. Paragraph O has a lot of details for maintenance responsibilities added. Table 2, Figure 2 has been removed. Town Engineer Red McCarthy is updating and will provide a replacement.

**Section 4.4** changed to Stormwater Management from Erosion and Sediment Control.

**Section 4.5** Monuments should be 6" above and not flush. Added paragraph B to this section.

**Sections 4.6** Board reviewed and will keep as proposed.

**Section 4.7** removed all the details listed for site plans to be submitted.

**Section 4.8** added required language on special flood hazard requirements.

**Section 4.9** new section added on fire protection.

**Section 5.1** added timeline to paragraph A. Added inspection fees placed in an escrow to paragraph B.

**Section 5.2** changed from Bond to Performance Guarantee.

**Section 6.4** new section on penalties.

**Section 6.8** new section on effective date.

**Definitions** added a definition for engineer and internal roads. Removed major and minor subdivisions because there is a definition for subdivision. Removed cluster development as well.

Board members approved all changes and suggestions. Tara will add the checklists to the document and send out a final draft for review. We will review Site Plan Regulations at our April meeting. Board agreed to hold a public hearing on both Subdivision and Site Plan Regulations once both are reviewed.

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

Submitted by:

Amy Venezia

Planning Board Secretary