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**TOWN OF SUNAPEE
PLANNING BOARD MEETING MINUTES
AUGUST 14, 2025, 6:30 p.m.
TOWN MEETING ROOM, 23 EDGEMONT ROAD**

Planning Board members present: Randy Clark, Joe Butler, David Andrews, Greg Swick, Aaron Whipple, Lynn Arnold, Richard Osborne

Planning Board members absent: Peter White, Doug Carey, Gunnar Blix

Also present: Allyson Traeger, Land Use Administrator

CALL TO ORDER / ROLL CALL

Mr. Butler called the meeting to order at 6:32 p.m. and conducted roll call.

NEW CASES

Case #SPR 25-06, Parcel ID 0104-0022-0000 on behalf of 27 Prospect Hill Road LLC, Rebert Parpinelli, 27 Prospect Hill Road, a Residential District, site plan review to establish three multi-family units with a total of 14 dwelling units.

DISCUSSION:

Mr. Butler read the case into the record.

Ben Zoller of VHB and Dale Alecco (sp?) appeared before the Board representing the applicant to present this project. A special exception for two buildings with five units and one building with four units was granted by the ZBA. Although the site is within both the Residential and Village Residential zoning districts, the project will be governed by Residential zoning regulations, as a majority of the site is within this zone. All units will be approximately 2,600 square feet with 3 bedrooms and 3.5 baths. They will not be seeking any variances.

Mr. Zoller reviewed the details of the project and the Board asked clarifying questions.

Michelle Oldman, abutter, asked if consideration had been given to consolidating trash pickup to avoid numerous trucks accessing the site. Mr. Alecco said there would be an HOA responsible for plowing, landscape maintenance, and trash pickup. Trash would be picked up on a single day.

Mr. Zoller reviewed the drainage system and the Board asked clarifying questions. They verified that the HOA would be responsible for maintenance of the system.

Ms. Oldman asked how the proposed drainage system will impact her property, including the location of snow storage, and suggested improvements. Mr. Zoller responded, and clarified the scope of their responsibility.

49 The Board questioned how the location of snow storage would affect sight distances for residents entering
50 Prospect Hill Road and Mr. Zoller agreed they would revisit this.

51
52 Mr. Zoller reviewed the location of utilities and an abutter asked about the location of propane tanks. Mr.
53 Zoller noted lighting will be dark-sky compliant.

54
55 An abutter asked about emergency vehicle access. Ms. Traeger noted the plans would be reviewed by
56 representatives from the Fire and Police Departments during the peer review process.

57

58 **FORWARD SUNAPEE COMMITTEE PRESENTATION & DISCUSSION**

59

60 Mr. Andrews recused himself from the Board.

61

62 Mr. Andrews presented a study of design reviews of a number of towns that includes dimensional controls
63 and uses. This tool can be used to discuss recommendations for redistricting the waterfront district
64 (Village Commercial District) and compare the Committee’s proposal with other towns in New Hampshire
65 with waterfronts. He also provided an updated version of the original presentation.

66

67 He reviewed documentation that reflected the focus on economic development as part of a waterfront
68 redistricting proposal. He discussed recommendations regarding density and how this would impact
69 affordability. He also reviewed the suggestion to increase the maximum height of structures. The Board
70 discussed whether the requirements for the height of properties on the waterfront/riverfront should be
71 different to protect views of the water, and the number of lots that would be affected. He noted that
72 recommendations regarding setbacks and parking did not differ much from what currently is in effect.

73

74 Mr. Andrews said having this information should assist with raising private capital. The Board discussed
75 offering incentives.

76

77 Ann Bordelianu noted the importance of balancing retaining the quintessential New England feel of the
78 waterfront with outside development.

79

80 The Board discussed the importance of clearly explaining issues presented via warrant article to voters to
81 avoid confusion, and how to do so.

82

83 Mr. Andrews returned to the Board.

84

85 **MASTER PLAN PUBLIC HEARING**

86

87 Ms. Traeger said the public hearing for the Master Plan will be held at 6:30 p.m. on August 21st. There will
88 be an ice cream social in collaboration with the Fire and Police Departments afterwards.

89

90 She reviewed edits that were made to the plan in response to comments from the public. She also
91 explained how/where the plan will be made available to the residents.

92

93 **REVIEW OF MEETING MINUTES**

94

95 June 12, 2025

96

97 Mr. Clark made a motion to approve the June 12, 2025, meeting minutes as written. Mr. Swick seconded
98 the motion. The motion carried unanimously.
99

100 July 17, 2025

101
102 Mr. Osborne made a motion to approve the July 17, 2025, meeting minutes as written. Mr. Clark
103 seconded the motion. The motion carried unanimously.
104

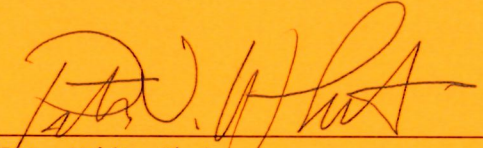
105 **ADJOURNMENT**


106
107 Mr. Osborne made a motion to adjourn. Ms. Arnold seconded the motion. The motion carried
108 unanimously.
109

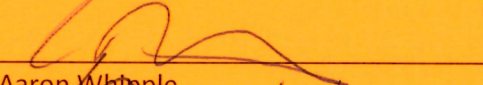
110 The meeting was adjourned at 8:35 p.m.
111

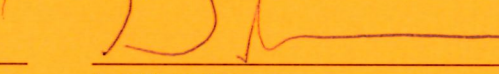
112 Respectfully submitted,
113

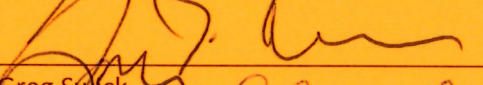
114 Beth Haggeli
115 Recording Secretary
116

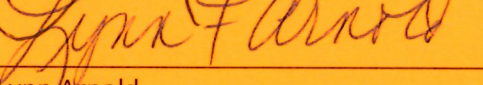
117
118 
119 _____
120 Peter White, Chair



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123 _____
124 Aaron Whipple



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127 _____
128 Greg Swick

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131 Lynn Arnold

132 _____
133 Doug Carey

