

Town of Sullivan, NH
Planning Board
Meeting Minutes, January 19, 2022
Sullivan Town Hall

Members present: Leslie Casey (Chair), Chris Pratt, Laura Lewandowski, Ann Sweet (alternate)

Public present: Roger Sweet (358 Centre Street)

A. The meeting was convened by Chairman Leslie Casey at 7:03 p.m. A. Sweet agreed to step up as a voting member in Milton Trimitsis' absence. A quorum was reached.

B. L. Casey moved to approve the minutes of January 5, 2021. C. Pratt seconded the motion. Following discussion, the draft minutes will be amended as follows:

- In section C, 5th bullet (page 2), specify section of draft amended Driveway Regulations that had been redlined in error
- In section D, 1st bullet (page 2), delete "a might necessitate," and leave "that might require."
- In section D, 4th bullet (page 3), add "such as" before "rock ledges, stone walls, and other natural features."
- In section F (page 4), correct "Casey's" to read "Caseys."

The vote to approve the minutes as amended was unanimous.

C. Draft Site Plan Review Regulations amendments

Draft proposed amendments to the Sullivan Site Plan Review Regulations, dated January 9, were presented by C. Pratt. The proposed amendments include clarifications and corrections, and align SPR submission requirements with those for subdivisions. The Board agreed almost entirely with the amendments as proposed. In discussion, recommendations were made for some revised wording, and for further research on some items.

C. Pratt moved to prepare a revised draft for the February 2nd meeting, L. Casey seconded. The vote was unanimous.

It is expected that the public hearing on the proposed amendments will be scheduled for March 2nd at 7 p.m.

D. CPO proposed amendment – final review

Warrant articles with Community Planning Ordinance amendment questions were forwarded to the Selectmen following the planning board meeting on January 5th. In an email dated Jan 14, 2022, Richard Hotchkiss recommended to L. Casey that the planning board revise the warrant article that would add "contiguous" to two sections of the CPO, to say instead, "continuous" or "continuous and unbroken." After discussion, it was agreed that "continuous and unbroken" would be clear.

L. Casey moved to recommend to the Selectmen that the warrant article be revised to substitute "continuous and unbroken" for "contiguous." C. Pratt seconded. All "aye."

E. Draft Driveway Regulation amendments – final review

Frank Linnenbringer, NHDOT District 4, in an email to L. Casey dated Jan. 11, 2022, recommended that the citation of "the NHDOT manual, *Administrative Rules for the Permitting of Driveways and Other Accesses to the State Highway System*" in Article IV, which is not current, be changed to "the most

recent version of the NHDOT driveway policy.” The proposed amendments to the Sullivan Driveway Regulations were revised with that change and other changes agreed upon at the Board’s January 5th meeting.

Handouts of the revised amended Driveway Regulations were not available for the meeting, so it was agreed to postpone the vote on adoption of the amendments until the February 2nd meeting.

F. Planning Board Membership

At the January 5th planning board meeting, the Board voted to recommend to the Selectmen that planning board membership be changed from 7 members plus 3 alternates to 5 members plus 3 alternates. L. Casey reported that the Selectmen did not have sufficient lead time for notification of a public hearing on the matter, so it will not be on the 2022 town warrant.

L. Casey informed the Board that two terms expire in 2022, those of Peter Miles (member) and Ann Sweet (alternate.)

G. Other

L. Casey reported that the planning board 2021 annual report had been written and submitted for inclusion in the Town Report.

No selectman was present at the meeting. L. Casey and C. Pratt reported on their participation in the January 3rd Board of Selectmen meeting at which town policy on allowing building on Class VI roads was discussed. C. Pratt pointed out that of the three Class VI roads in town, New Road is the one that is most relevant to the discussion because it is the longest. Discontinuing the road would be difficult since it would create access problems for landowners. The Selectmen are going to write a policy of no building permits for properties on Class VI roads, with the acknowledgement that landowners may seek relief from the ZBA.

L. Casey moved to adjourn, C. Pratt seconded. All “Aye.” The meeting was adjourned at 8:30 p.m.

Respectfully submitted,



Leslie Casey
Acting Secretary