

**Town of Sullivan, NH  
Planning Board  
Meeting Minutes, June 2, 2021  
Sullivan Town Hall**

Members present: Leslie Casey (chair), Laura Lewandowski, Dot Miles, Peter Miles, Ann Sweet (alternate), and Marsha Cook (select board representative)

Kathleen Rowe, Pro Tem

Public present: Kimberly and Nils Ahlberg (8 River St., Alstead, NH), Laurie Kirk, Roger Sweet (358 Centre Street, Sullivan, NH)

The meeting was convened by Chairman Leslie Casey at 7:00 pm.

D. Miles moved to approve the minutes as written from May 5, 2021; M. Cook seconded. All approved the minutes as written.

**A. Public: Map 3 Lot 130 17.53A**

Mr. and Mrs. Ahlberg are looking at this property for purchase. Prior to purchase they are researching the feasibility of currently locating a camper for summer occupation, with the idea of later building a seasonal cabin and eventually a year-round residence.

L. Casey addressed the question of seasonal dwelling units as defined by the CPO: these may be used for casual and intermittent occupancy for no more than 9 months. Temporary seasonal dwellings (recreational vehicles, tents and homemade shelters) may be used for 90 consecutive days after which they must be removed for at least 28 consecutive days.

L. Casey pointed out this property is located on a discontinued road (Cannon Road). State regulations require frontage on a Class V or better road for residential building; the Sullivan Community Planning Ordinance (CPO) additionally requires 200' frontage on a Class V or better road for residential building.

L. Kirk asked if Cannon Road was grandfathered in any way, or had recreational use; L. Casey responded that as a discontinued road whose ownership has reverted to the landowners on either side of the road. By definition it is not a right-of-way, use for passage is not grandfathered, and there are no recreational or viatic easements.

L. Kirk asked if the present owner has a legal right-of-way; M. Cook responded that the present owner would need to provide documentation from the Registry of Deeds that would certify an such right-of-way.

L. Casey pointed to other remedies that may be available per RSA 674:41, such as a private road on a subdivision plat approved by the Planning Board with a variance from Zoning Board of Adjustment, explaining that all of these will require surveys of properties involved, plats showing deeded easements,

maintenance agreements among property owners, etc. In addition, the Selectmen must agree to allow building on any lot without the required frontage.

R. Sweet emphasized the need to work through the process correctly as processes used now will be precedent-setting for future backlot property development. L. Casey recommended that Mr. and Mrs. Ahlberg speak with an attorney knowledgeable in this complex area of municipal law.

Mr. and Mrs. Ahlberg will do further research and return to the Board if there are additional questions.

#### **B. Status of Subdivision and Driveway Permit on Cross Road**

L. Casey reported the approval of the Wood/Gray driveway permit as of the meeting of May 5, 2021; the proposed subdivision was also approved on May 5, 2021 pending the receipt of mylar and Registry of Deeds fee.

The mylar and the Registry fees were received on June 2, 2021.

#### **C. Status of Driveway Permit on South Road**

L. Casey reported the approval of the Key driveway permit as of the meeting of May 5, 2021; Mr. Key has started driveway construction. He is current grading and reseeding a section whose boundaries were misunderstood and corrected by J. Woodbury; D. Miles indicated he has also removed the original 10" culvert and installed a 15" culvert. A. Sweet questioned the pitch of the driveway; L. Casey will ask Todd Smith, Road Agent, to check the apron to ensure that the construction meets the design standards. The apron will be built using permeable paving stone.

#### **D. Status of Driveway Permit on Centre Street**

L. Casey reported that Todd Smith has requested that State engineers inspect this driveway for adherence to NHDOT specifications. Leslie will follow up for status.

#### **E. Other Planning Board Issues**

1. Driveway Research: A. Sweet has researched other municipalities' regulations concerning driveway construction, specifically the construction of aprons. These were distributed to the Board. The State does not require a paved apron, with exceptions depending on depending on use and circumstance, e.g., commercial vehicle use, limited sight access requiring heightened entry speeds, etc.). Sullivan Driveway Ordinance requires a paved apron with an escrow for construction.

M. Cook requests that the differentiating factor between the need for a paved apron rather than gravel be defined clearly in any amended ordinance so this decision is not left only to the discretion of the Highway department.

D. Miles suggested that the impact of the driveway on the roadway should be a consideration, citing her driveway as an example which if, not paved, would result in mud and rock moving into the paved roadbed in heavy rains, mud season, etc.

L. Casey will draft a 'light' amendment for Planning Board consideration, removing the burden of cost for low impact, less heavily travelled aprons. She will also speak with the Road Agent about possibly amending the regulations to specify year-round weight limits on Town Roads.

2. Action Items: L. Casey will have the Wood plat recorded and follow up with T. Smith regarding Key and Lazarou apron construction.

3. Selectmen's Report: M. Cook reports that the Selectmen are finalizing documents for the Broadband build; FiberCast is current stringing fiber throughout the Town.

M. Cook also reported a number of people have formed a "grass roots" group to support the Conservation Commission in Town conservation projects, focusing at the present on Jewett Park upgrades and maintenance. There are plans for an upcoming "painting evening " at which participants will pay for supplies and instruction; proceeds from the event will be used to support the Jewett Park initiative. A 2017 proposal for upgrading the park is also being revisited.

**Adjournment**

L. Casey moved to adjourn the meeting; D. Miles seconded. All approved. The meeting adjourned at 8:16pm.

Respectfully submitted,



Kathleen Rowe, Secretary Pro Tem