

1 **TOWN OF SUNAPEE**

2 **PLANNING BOARD**

3 **September 21, 2023**

4 **Chairman White called the meeting to order and conducted a roll call at: 7:03 PM.**

5 **MEMBERS PRESENT BY VIDEO:** Jeff Claus

6 **MEMBERS PRESENT IN THE MEETING ROOM:**

7 Planning Board Members: Gregory Swick, Randy Clark, Joseph Butler, Chairman Peter White, Suzanne
8 Gottling, Richard Osborne, Michael Jewczyn, Ann Bordeianu

9 Zoning Board Members: Chris Murphy, Jamie Silverstein, Pierre Lessard, David Andrews ↘

10 **MEMBERS ABSENT:** None

11 **ALSO PRESENT IN THE MEETING ROOM:** Michael Marquise - Town Planner, Allyson Traeger - Land Use
12 and Assessing Coordinator

13 **ALSO PRESENT BY VIDEO:** None

14 **REVIEW OF THE PRELIMINARY TEXT OF AMENDMENTS**

15 The meeting began with the first order of business which was a review of the preliminary text of the
16 proposed Zoning amendments, as a continuation of the previous Zoning amendments meeting. The
17 discussion emphasized the need to refine the concepts further. Chairperson White likened it to a
18 consultation, indicating that the focus was on broad strokes rather than detailed specifics at this stage
19 due to the extensive agenda for the evening.

20 **Amendment of Section 2.30 – District Purpose and Description – Water Resources Overlay District –**
21 **Shorelines**

22 The meeting then delved into the discussion of specific proposed zoning amendments. The first one
23 pertained to Section 2.30, concerning the water resources overlay district for shoreline. The proposed
24 amendment sought to include Otter Pond Brook as a protected waterway alongside the Sugar River. The
25 revised text outlined the boundaries of the shoreline overlay district.

26 The suggested revised text for Section 2.30, pertaining to District Purpose and Description - Shorelines,
27 defines the Shoreline Overlay District as encompassing all lands within a 250-foot radius of lands and
28 ponds exceeding 10 acres. Additionally, it includes the Sugar River and Otter Pond Brook, both classified
29 as fourth-order streams. These delineations are depicted on the Shoreline Overlay District Map, which is
30 archived in the Office of the Planning Board and accessible through the Town of Sunapee GIS.

31 A query was raised regarding potential setbacks for development in light of the addition of this water
32 corridor. The response clarified that the corridor had always been present but was now being officially
33 recognized. The existing setbacks and requirements would apply.

Amendment of Section 3.10 – Table of Dimensional Controls – Maximum Residential Density

Moving on, Section 3.10 was also addressed, which concerned the table of dimensional controls for maximum residential density. The proposed amendment aimed to allow for greater density in the village's commercial and residential districts. The suggested revision specified the allowable dwelling units per square footage.

The rationale behind this amendment was explained as a response to community interest in increasing residential density in certain districts. It was emphasized that the amendment would primarily impact multi-unit housing scenarios rather than single-unit construction.

In section 3.10, the table of dimensional controls for maximum residential density is addressed. The proposal suggests amending the ordinance to permit higher density in both the village commercial and residential districts. Specifically, it advocates for a maximum of one dwelling unit per 7,500 square feet in these areas, instead of the previously stated 10,000 square feet.

During the discussion, Mr. Marquise noted that this wasn't strictly a zoning matter but rather an extension of prior planning discussions. The dialogue had been ongoing, with a focus on accommodating increased density in apartments that might not meet the criteria for an ADU due to already having two units. In these districts, three to five units are permitted, which can pose challenges.

To elucidate for the audience, it was explained that instead of the current requirement of 10,000 square feet per dwelling unit on a lot, the proposal suggests reducing it to 7,500 square feet for both the Village Commercial and Village Residential districts.

Questions were raised about the significance of the proposed square footage requirements. The discussion revolved around considerations of acreage, existing developments, and parking requirements. Concerns about aligning the proposed changes with the preferences outlined in the master plan survey were also addressed.

Chairperson White underscored the connection between reduced lot sizes and housing density, emphasizing the potential benefits for workforce and affordable housing. The term "attainable" was introduced to encapsulate this approach.

Ms. Bordeianu expressed a concern regarding the Master plan data they had received. It was highlighted a section that indicated 75% of the respondents were content with the current lot sizes. In the residential context, 73% advocated for maintaining the status quo, while 17% suggested an increase.

Ms. Bordeianu emphasized the relevance of this information, particularly in relation to the reduction of lot sizes. They clarified that this pertained to the general size of the lots and its impact on density. It was noted that when lot sizes were decreased, respondents seemed less concerned about accommodating new housing types.

The conversation shifted towards discussions that had taken place regarding the workforce and affordable housing. It was indicated that the proposed changes aligned with these objectives, making

69 such housing options more achievable. They introduced the term "attainable" to encapsulate this new
70 perspective.

71 During the discussion, a concern was raised regarding the capacity of town services to handle increased
72 density. It specifically mentioned services like sewer, police, and fire departments. It was acknowledged
73 that there was sufficient sewer capacity but expressed uncertainty about water capacity. They noted
74 that the construction of the water system likely factored into its capacity. Additionally, they mentioned a
75 potential issue with fire services related to water flow from tanks.

76 A brief exchange ensued regarding the water supply, with a member explaining that this year there had
77 been problems due to water sitting too long in the tanks, affecting treatment processes. There was
78 consideration of not using one of the tanks to address this issue.

79 The conversation then shifted to the topic of attainable housing and its relationship to increased
80 density. Members discussed the proposed square footage requirements and whether they would
81 contribute to more attainable housing. The idea of providing financial incentives, such as tax breaks, to
82 encourage affordable or attainable housing was suggested.

83 It was pointed out that tying the coordinates to affordable housing status could be a way to incentivize
84 increased density for such housing. They referenced an existing workforce housing ordinance that
85 offered certain benefits if specific metrics were met.

86 The discussion turned to the definition of "attainable" housing and its potential impact on affordability.
87 Members acknowledged that simply having more buildings in a smaller space did not guarantee
88 affordability. They emphasized the need to consider market forces and costs.

89 Chairman White shared an example of a developer proposing "attainable" housing based on Sunapee's
90 demographics. He highlighted the complexity of determining affordability and how it related to zoning
91 regulations.

92 After the comments from the public audience regarding the 10,000 square feet, the Board suggested
93 lowering the square footage requirement to allow for more units on a half-acre lot. The consensus
94 leaned towards reducing it to 7,000 square feet to accommodate three units on such lots.

95 The discussion briefly touched on the type of rentals allowed under the proposed changes, with no
96 distinction made between long-term or short-term rentals. Ownership was also not a criterion for
97 consideration. Ultimately, there was a consensus among members to proceed with the proposed 7,000
98 square feet requirement.

99 **Amendment Section 3.40(l) – Additional Requirements – Steep Slopes**

100 Chairman White introduced the next agenda item, which was an amendment for section 3.40(l),
101 additional requirements, specifically addressing steep slopes. They proposed amending the ordinance to
102 establish a new district for steep slopes, drawing a parallel to existing districts like shorelines and
103 wetlands, which are dispersed throughout town.

104 The discussion focused on how to define and identify the steep slope areas. Mr. Marquise mentioned
105 consulting with Upper Valley and using contour maps to delineate areas with gradients of 15%, 20%, and
106 25%. Once a property falls within this district, specific requirements and regulations would apply.

107 Mr. Marquise clarified that the intent was not to prohibit construction on slopes over 15%, but rather to
108 implement erosion control measures for such projects. They emphasized the importance of engineering
109 plans and erosion control strategies for safe and sustainable development on steep slopes.

110 Concerns were raised about how the steep slope overlays might intersect with existing lots, potentially
111 leading to complexities in decision-making for the zoning board. It was suggested that the approach
112 could mirror the wetland overlay, where once a property falls within the district, specific protocols and
113 assessments must be followed.

114 In response to a question about calculation methods, it was also indicated that the focus would be on
115 using contour maps to determine the steepness of the slope, reducing the need for further calculations.

116 Mr. Murphy clarified the purpose of the current restrictions on steep slopes. The response highlighted
117 that the restrictions serve to protect public safety, the environment, and the structural integrity of
118 buildings on steep terrain.

119 Ms. Silverstein concluded by emphasizing that the proposed changes would streamline the process and
120 reduce the caseload for the administration by allowing them to manage discussions about steep slopes
121 until a point where a variance is necessary.

122 The members discussed the significance of steep slopes, noting their high susceptibility to erosion. They
123 emphasized the need for a more detailed evaluation of areas with steep slopes, especially in
124 environmentally sensitive zones. The steeper the slope and the more erodible the soil, the more
125 stringent the regulations would be.

126 The conversation then turned to the challenge of dealing with expert testimonies presented by
127 engineers during meetings. It was acknowledged that the absence of an expert on the town's side made
128 it difficult to refute such testimonies. The proposed changes would allow the administration to request
129 additional information and potentially consult an engineer before bringing a case to the Zoning Board.

130 Participants highlighted the importance of considering soil types and erosion control measures in
131 addition to steep slope measurements. They discussed the potential benefits of using contour maps to
132 identify steep slopes and determine appropriate regulations.

133 There was consensus among the participants that the proposed changes were a positive step forward.
134 They expressed confidence in the direction the discussion was heading and agreed to move forward
135 with the proposed amendments.

136 The Board members recalled numerous meetings where steep slopes and the accompanying diagrams
137 on whiteboards were substantial concerns. They mentioned including a section on steep slope

138 regulation from New^{JRY}berry, which was regarded as exemplary. It was highlighted that diagrams were
139 consistently utilized in discussions.

140 They pointed out that both Newberry and Portsmouth ordinances extensively utilized diagrams for
141 various aspects. They emphasized that these ordinances contained not only diagrams but also
142 calculation examples, all conveniently located within the text.

143 It was suggested that understanding these diagrams could greatly facilitate the discussion. They
144 concluded by affirming that the progress in this direction was positive and expressed confidence in its
145 continued advancement.

146 **Amendment of Section 3.50(I) – Special Exceptions**

147 The next agenda item, concerning section 3.50, was briefly mentioned and clarified to be an "L."

148 The discussion revolved around proposed changes to section 3.50L, specifically regarding non-
149 conforming areas. There was a consensus among the participants that the language needed further
150 clarification for better understanding.

151 Some members proposed rephrasing the sentence to focus on the "horizontal square footage of the
152 proposed structure" in relation to the existing structure's non-conforming area. This adjustment aimed
153 to make the requirement more straightforward and easier to interpret for both board members and
154 applicants.

155 Additionally, there was a suggestion to ensure that the language used in the ordinance was accessible to
156 those who may not have a deep understanding of zoning regulations. It was emphasized that clarity and
157 simplicity were crucial for applicants to navigate the process effectively.

158 The consensus was reached with the following language: nonconforming horizontal square footage of
159 the proposed structure is the same or less than the horizontal square footage of the nonconforming
160 area of the existing structure.

161 Furthermore, there was a brief discussion about another clause (subsection 5) related to under-
162 construction properties. This clause required further clarification to ensure its intent was accurately
163 conveyed.

164 The conversation then shifted towards clause number seven, which required a drainage and erosion
165 control plan prepared by a licensed professional engineer for projects located in Shoreline Overlay
166 District. There was general agreement on this requirement, with the distinction between shoreline and
167 other water bodies briefly addressed.

168 Additionally, there was a query about the specificity of the term "shoreline" in contrast to the broader
169 term "water body." It was suggested that drainage and erosion control might be important for all water
170 bodies, not just those adjacent to shorelines.

The discussion turned to the distinction between shoreline setbacks and water body setbacks, emphasizing that they refer to separate concepts within zoning regulations. It was noted that water bodies encompass a broader range of features, potentially including streams and brooks.

A question arose about whether drainage and erosion control plans should be required for smaller water bodies like streams. Some members expressed the view that such measures might not be as crucial for smaller bodies of water compared to larger ones like lakes, ponds, or major rivers. This perspective stemmed from the belief that the impact of erosion and drainage might be less pronounced in smaller streams. The conversation circled back to the importance of shoreline regulations, particularly concerning water bodies like the Sugar River.

Overall, the discussion highlighted the importance of clear and precise language in zoning regulations to ensure that both board members and applicants could easily interpret and apply the requirements.

Amendment of Section 4.33(B)(8)(b)(I)(1) – Shorelines – Specific Provisions

The discussion moved on to Section 4.33(B)(8)(b)(I)(1), specifically addressing shoreline-specific provisions. The proposed change involves the cutting and clearing plan, which would be subject to approval by the Planning Board. This applies to cases where more than five trees are cut within a natural woodland buffer in any twelve-month period, or ten trees in any five-year period, with a diameter of six inches or more at a height of four and a half feet above the ground. Exceptions are made for trees determined to be dead, diseased, or dying by a qualified professional, provided this determination is reported.

The conversation shifted to Section 4.33(B)(8)(b)(I)(1), which introduces a new subsection 8. This amendment aims to limit what is permissible within a 50-foot shoreline buffer. The added text states: *"All vegetation within the 50' waterfront buffer must be maintained in a natural state unless removed as allowed in the subsections above. The existing grade must remain unaltered unless, as part of a construction project, retaining walls must be installed to stabilize a steep slope area. Any level areas created by these walls must be re-vegetated with native species other than grass. Patios and grassed areas may only be created in the 10' exempted around the structure as noted in subsection VII."*

The discussion on maintaining a "natural state" sparked some questions about its precise meaning and intent. Some members raised concerns about potential conflicts with the state's regulations. There was also consideration of situations where homeowners might want to modify their properties for better views or access, and the term of natural state, meaning undisturbed as it is.

Amendment of Section 4.90 – Accessory Dwelling Unit

Finally, attention turned to proposed changes in Section 4.90 concerning accessory dwellings. The amendment suggests removing the requirement for an accessory dwelling unit (ADU) to be within or attached to the heated space of a single-family dwelling, along with the need for a connecting door between the units. The rationale behind this change was discussed, emphasizing the potential benefits of detached ADUs for various housing needs.

207 The discussion included examples of how these changes might affect specific scenarios, such as a
208 detached barn being converted into an ADU. There were queries about potential partitioning and the
209 implications for size restrictions. Overall, the conversation focused on clarifying the regulations
210 surrounding accessory dwelling units, and the requirement of *"It must be within or attached with heated*
211 *space to the single-family dwelling and there must be a connecting door between units"* is deleted in the
212 revised text.

213 The state had provided a list of things that towns could include in their ordinances, which they had
214 mostly adopted. It was expressed mild concern that without regulation, there might be an excess of
215 ADUs in town. However, they clarified that lot size coverage and owner occupancy were still limiting
216 factors.

217 **Amendment of Section 4.95 – Short-term rentals**

218 The conversation turned to proposed changes in Section 4.95 regarding short-term rentals. They
219 discussed occupancy limits, parking requirements, and potential issues with overcrowding. Some
220 members questioned the need for a parking plan, while others emphasized the importance of defining
221 metrics for parking. It was explained that the maximum occupancy of 16 was based on Airbnb's
222 guidelines to prevent excessive crowding (20+ people in any dwelling).

223 Parking was a recurring topic, with concerns raised about cars being parked on grass and potential
224 safety issues. Ms. Silverstein debated whether to tie parking to the number of bedrooms or implement a
225 stricter metric. It was also suggested connecting parking limits to the town's noise ordinance for
226 overnight stays.

227 Ms. Silverstein pointed out that addressing parking issues might require special exceptions or variances.
228 Members emphasized the need for legitimate parking spaces in driveways to ensure safety. They also
229 considered suggestions to tie parking restrictions to the noise ordinance. The suggested revised text
230 states that overnight parking cannot exceed the number of bedrooms. (Overnight refers to 10pm on
231 weekdays and 11pm on weekend up to 7am).

232 As the meeting progressed, they discussed a case involving a neighbor with limited parking spaces and
233 questioned whether the proposed changes might be discriminatory. There were mentions by the public
234 audience of issues related to parking and over-parking in private driveways, suggesting that
235 enforcement wasn't consistent for full-time residents.

236 The meeting proceeded with a review of proposed changes to the short-term rental (STR) ordinance.
237 Chairman White presented various amendments, including restrictions on using mobile enclosures for
238 STRs and a limit of 120 rental days in a 12-month period for in the Residential, Village-Residential, Rural-
239 Residential, or Rural Lands Districts, which was debated to be within a calendar year. They referred to a
240 handout displaying how other towns had incorporated similar regulations into their ordinances.

241 Discussion centered on the rationale behind the 120-day limit, with the goal of preventing corporations
242 from turning properties into businesses and ensuring sufficient housing inventory for local residents. It
243 was also explained the mathematics behind the limit, illustrating how it could affect rental patterns.

244 A a question about tracking rental days was raised, suggesting that using a calendar year basis might be
245 more practical. The conversation touched on specific towns' approaches to rental day limits, referencing
246 Laconia, Meredith, and Jackson as examples.

247 During the meeting, a participant from the public audience, speaking on behalf of himself and his wife,
248 raised concerns about the proposed 120-day limit for short-term rentals. He explained that they
249 occasionally block off days on their own site to use their own house, which might mistakenly be counted
250 as rental days. He emphasized that he was not a corporation, but rather an individual seeking to own a
251 house in Sunapee due to his modest upbringing. The participant questioned how he would manage the
252 120-day limit, especially during peak seasons like skiing or snowmobiling. He expressed his worry about
253 turning away potential vacationers and emphasized that he was not attempting to establish a business.
254 This is a question that the Board will discuss in some future occasions.

255 Another participant from the public audience raised a concern about the potential negative impact of
256 short-term rentals on local businesses, especially those in the Village Residential area. They inquired if a
257 study had been conducted to evaluate how the 120-day restriction would affect local revenue.

258 During the meeting, various proposals and concerns were raised regarding the short-term rental
259 ordinance. It was suggested to add language to the ordinance requiring that an ~~SPR~~ dwelling unit must
260 always be covered by an insurance policy allowing for room rentals. This idea was inspired by Hampton's
261 requirement for a signed statement verifying the existence of an insurance policy.

262 The discussion then shifted towards the importance of safety measures, particularly in cases where
263 structures, such as homes, garages, or sheds, are located within front or side setbacks. It was suggested
264 that a site plan review and safety inspection be conducted for such instances, with the goal of
265 safeguarding neighboring properties.

266 Another point of consideration was the need for a readily available point of contact accessible 24 hours
267 a day, a requirement that many towns have included in their ordinances. The time frame for response,
268 whether within one hour or 24 hours, was also debated.

269 Questions arose about the registration process, specifically whether the provision regarding the 24-hour
270 point of contact was still part of the form. There was some uncertainty about whether this requirement
271 had been removed.

272 The conversation touched on the transferability of permits (or registrations) upon change of ownership,
273 with some participants emphasizing the need to clarify this aspect in Sunapee's regulations. It was noted
274 that Laconia, Hampton, and Freedom have specific provisions in their ordinances regarding permits in
275 the context of changing ownership.

276 The meeting also addressed the role of law enforcement agencies in the short-term rental process,
277 including their access to contact information in case of emergencies or rental-related issues. In one
278 town, it was mentioned that the police even have the authority to revoke a permit.

Overall, much of the discussion focused on reviewing proposals and concerns that had been previously addressed, with participants referencing a document provided in the agenda for insights into what other towns have implemented in their short-term rental ordinances.

It was pointed out that many towns have formalized the process of permit revocation, particularly in cases of nuisance, which is confirmed by the police department, including the New Hampshire State Police. This procedure is already integrated into the registration process. However, some towns have chosen to include it directly in their zoning ordinances, shifting responsibility away from the select board.

The remaining topic of discussion was the incorporation of safety definitions and requirements into the ordinance. Many New Hampshire towns address safety within their ordinances. For instance, they stipulate that smoke and carbon monoxide detectors must be installed in areas specified by the city's adopted codes. While Sunapee currently lacks such requirements, it was suggested that they consider including them to provide guidance to short-term rental owners, even if enforcement would be challenging without the infrastructure in place for inspections.

Chairman White also acknowledged that regulating life safety issues could be a slippery slope, especially without a dedicated building department in town. He pointed out that towns with building departments have the capacity to monitor and enforce such standards. Donna from the public audience emphasized the need for caution, as overstepping the bounds of land use regulation could potentially expose the town to legal challenges. The Board stressed the importance of having the necessary infrastructure and resources to support any new regulations.

In light of these considerations, the group acknowledged that it's crucial to be mindful of legal implications and to ensure that any proposed measures align with the town's capabilities and existing ordinances.

A speaker from the public audience began by addressing the economic impact, mentioning a recent informal study conducted in Sunapee over the past couple of months. They offered to make the study available, indicating its relevance to the ongoing discussion.

They emphasized the importance of ensuring safety in short-term rentals, noting that most, if not all, owners have implemented safety measures such as fire alarms, CO2 alarms, smoke alarms, and fire extinguishers. It was highlighted that the community values safety, and compliance with safety standards can foster a positive perception of short-term rentals.

The discussion then shifted to the topic of insurance. The speaker from the audience mentioned that when considering purchasing houses for short-term rentals, they were initially discouraged from informing their insurance company about their intentions. However, it was clarified that insurance requirements were not being enforced by the town. He also expressed his concern about potential legal implications and advised caution in expanding regulations beyond the scope of land use.

Amendment of Section 8.25 – Revocation or Lapse of Building Certificate

315 The discussion then turned to the proposed changes regarding the revocation or lapse of a building
316 certificate under point 8.25. It was suggested to extend the timeframe from 12 to 24 months for
317 substantial completion of construction projects after a certificate of zoning compliance is issued. This
318 adjustment aimed to accommodate challenges like supply chain issues and delays in construction
319 projects.

320 The participants considered the legal implications of defining "substantial completeness" and discussed
321 the practicality of requiring action within the first year of obtaining a permit. Some participants argued
322 for a two-year window for completion, acknowledging the various factors that can affect project
323 timelines. Ultimately, the group leaned towards simplicity and agreed that an extension to 24 months
324 for substantial completion seemed reasonable, aligning with case law and existing approvals from the
325 Zoning board. They emphasized the need to balance flexibility with practicality in the permitting
326 process.

327 **Amendments of Article XI – Definitions – Marina**

328 The members also discussed a proposed amendment related to the definition of a marina. The
329 amendment aimed to provide clarity on what constitutes a marina versus a non-waterfront commercial
330 business that sells watercraft or marine equipment. The distinction hinged on whether the business is
331 located on the water.

332 Questions were raised by Ms. Silverstein about boat repair and whether it should be considered a
333 separate entity from marinas. It was suggested that using the term "waterfront facility" in the definition
334 might help clarify the distinction. Simpler said, If it's service, it is considered marina, and if not, it is
335 retail. The distinction is if it's on water or not.

336 Concerns were raised about the potential implications of the amendment and whether it was intended
337 to address a specific recent case. The facilitator explained that the amendment's purpose was to clarify
338 the definition for future instances where businesses may attempt to classify themselves as marinas.

339 Participants discussed the significance of the term "non-waterfront" in the definition, emphasizing its
340 role in differentiating between a marina and a non-waterfront commercial business. The potential
341 impact of the amendment on boat clubs and similar establishments was also considered.

342 Overall, the discussion focused on providing a clear and concise definition of a marina to ensure
343 accurate classification of businesses within the zoning regulations. The amendment sought to establish
344 criteria for what constitutes a marina based on factors such as location and primary business activities.

345 **Amendments of Article XI – Definitions – Structures**

346 The discussion then shifted to Article 11, which focused on defining structures. The proposed
347 amendment aimed to address temporary structures, specifying that they would not be included in the
348 definition of a structure if they are not on-site for more than 60 days in a 12-month period, do not
349 exceed 200 square feet, and adhere to the zoning setback of their respective district.

350 Questions were raised about the significance of the 60-day limit and how it was determined. The aim
351 was to establish clear guidelines for temporary structures, ensuring they are compliant with zoning
352 regulations.

353 The conversation then touched on the issue of interior renovations and whether they require zoning
354 compliance. It was pointed out that some residents had faced confusion in this regard, with work being
355 undertaken without proper permitting. This prompted a discussion about potentially lowering the
356 threshold for when zoning compliance is required for interior renovations, with suggestions ranging
357 from \$5,000 to \$10,000. The aim was to provide a clearer framework for residents undertaking such
358 projects.

359 The discussion turned to the fees associated with interior renovations, particularly those exceeding
360 \$5,000. The proposed change was to lower the threshold from \$25,000 to \$5,000, in order to ensure
361 that the town could review and monitor such renovations more effectively. It was emphasized that the
362 purpose of this adjustment was to provide an additional layer of protection for residents, as well as to
363 avoid potential compliance issues down the line.

364 There were suggestions to consider different thresholds, such as \$10,000 or \$15,000, but concerns were
365 raised about whether these amounts would be reasonable for certain types of renovations. Ultimately, it
366 was noted that setting an appropriate threshold was crucial to strike a balance between facilitating
367 renovations and upholding regulatory standards.

368 It was also noted that regardless of the monetary threshold, it was important for the town to ask
369 residents about the nature of their interior renovations, such as whether they involved the addition of a
370 bedroom or kitchen. This would help ensure that the appropriate permits and reviews were conducted.

371 Overall, the consensus leaned towards implementing a threshold of \$15,000 initially, with the option to
372 revisit and adjust it in the future. The aim was to find a threshold that struck a balance between allowing
373 residents to proceed with their renovations and upholding necessary regulatory standards.

374 **MISCELLANEOUS:** None

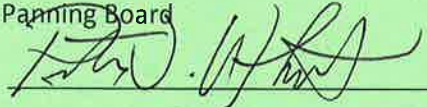
375 **REVIEW MINUTES FROM PREVIOUS MEETING(S):** No Minutes were reviewed at this meeting.

376 **OTHER BUSINESS:** None

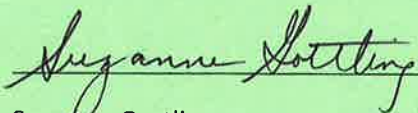
377 **Chairman White adjourned the meeting at 10:00 PM.**

378 Respectfully submitted: Rajmonda Selimi

379 Planning Board

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381 Peter White, Chairman

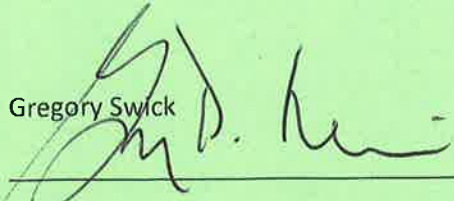


Suzanne Gottling

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Gregory Swick



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Jeff Claus

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Joseph Butler

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Michael Jewczyn

Ann Bordeianu

Randy Clark



Richard Osborne