

**TOWN OF NEWPORT, NH**  
**Minutes of the Planning Board Meeting**  
**June 12, 2018 – 6:00 P.M.**  
**Board of Selectmen's Room**  
**15 Sunapee Street**  
**Regular Meeting and Public Hearing**

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**MEMBERS PRESENT:** David Burnham, Chairman; Bill Walsh; Bert Spaulding, Sr.; Howard Dunn; Ray Kibbey; John Hooper; Ken Mellow, Vice Chairman

**MEMBERS ABSENT:**

**VIDEOGRAPHER:** Louis Cassorla, NCTV

**STAFF PRESENT:** Liz Emerson, Planning and Zoning Assistant

**CALL TO ORDER:** Chairman Burnham called the meeting to order at 6:00 p.m. followed by a roll call.

**NEW BUSINESS:**

**2018-SPPP-001: Summercrest Assisted Living LLC (Owner) Stephen E Gunnerson**

**(Agent):** request Phase III, Site Plan Review to adjust boundary line and construct 7500 Sq. Ft. addition. The property is identified as Map 108 Lot 102 and is located on Summer Street in the Single Family (R-1) Zoning District.

Chairman Burnham read the Administrative Review into record. The Newport Town Fire Department, Chief, expressed no objection regarding the 2018-SPPP-001 application. On June 12, 2018, Mr. Wiggins received the drainage calculations.

***On motion by Bert Spaulding, Sr., and seconded by John Hooper, the Board unanimously voted to approve the application as complete.***

Chairman Burnham opened 2018-SPPP-001 to the public.

Stephen Gunnerson, Nik Fiore, PE from Engineering Ventures, and Sandra Silla (Mackenzie Architects) from Engineering Ventures presented a Stormwater Management Narrative packet dated May 16, 2018. The packet included various records, a Pre-Development Drainage Area HYD1 map, a Pre-Development Drainage Area HYD2 map, and an Inlet Watershed Drainage Area HYD3 map.

General discussion regarding ownership of land, lighting, relocation of existing lighting, a parking spot increase from twenty-three (23) to forty-seven (47), required parking spots for this project is thirty-eight (38), the current fifty-two (52) resident population will increase to seventy-six (76), and elevator connections will be installed to the existing basement. The central area of the building will include an open market, open reception, on-site restaurant style dining, and hair

salon expansion. The proposed property changes and activity storage room expansion was presented.

***On motion by Ken Merrow, and seconded by Bert Spaulding, Sr.; the board unanimously voted and approved the application as presented with the following contingencies: (1) revise all plans to include Outlet D9 storm line exiting in South-end of culvert, and (2) revise A3.00 and A3.01 from vinyl siding to masonry, and (3) an As-built recorded with the Public Water Department detailing all water and sewer systems as constructed with sufficient ties to locate system valves and pipe junctions, and (4) a proper filing and Town approval of an annexation of needed land to conform to plans presented.*** The Board assigned Ken Merrow and David Burnham to sign the Mylar.

**2018-SDFP-AMEND-001: Cersosimo Industries (Owner) SVE Associates (Agent): request final review to amend a previously approved nine (9) lot subdivision. The New proposal is to merge the remaining seven (7) lots into one (1) lot eliminating easements and drainage improvements. The property is identified as Map 258 Lot 001 and is located at Turkey Hill Road in the (R) Rural District.**

General Discussion of RSA 674.39-a Voluntary Merger presented.

***On motion by Bert Spaulding, Sr., and seconded by Howard Dunn, the Board unanimously voted to approve the application.***

#### **MINUTES: March 20, 2018, April 10, 2018 and May 15, 2018**

Chairman Burnham introduced minutes dated March 20, 2018 for review.

***On motion by Ken Merrow, and seconded by Bert Spaulding, Sr., the Board voted to approve the minutes dated March 20, 2018.*** John Hooper and Howard Dunn abstained.

Chairman Burnham introduced minutes dated April 10, 2018 for review.

***On motion by Ken Merrow, and seconded by Bert Spaulding, Sr., the Board voted to approve the minutes dated April 10, 2018 with an amendment on page two (2) to read as "... and the importance of developing ways to stream-line the processes Ms. Magnuson performed as to flow easily following her resignation."*** John Hooper, Ray Kibbey and Bill Walsh abstained.

Chairman Burnham introduced minutes dated May 15, 2018 for review.

***On motion by Ray Kibbey, and seconded by Howard Dunn, the Board voted to approve the minutes dated May 15, 2018.*** John Hooper abstained.

**ADMINISTRATION: None**

#### **COMMUNICATIONS:**

Orion House Deed and Maintenance Agreement reviewed and accepted by the Board.

Mr. Anderson requested some guidance from the board regarding his property located at 21 Fletcher Road. Mr. Anderson is seeking a new driveway. The Board explained a “Special Exception” will be required to implement a new driveway on the 21 Fletcher Road property.

The Board is requesting meeting/hearing packets to include the following:

1. All documents that would assist with a Board member’s duty to make comprehensive votes, *and*
2. Administrative Reviews, *and*
3. Reports, letters, maps, and emails from Town, State, and private agencies that have been privately or publicly assigned in the cases presented to Planning Board including but not limited to DOT reports.

Mr. Spaulding requested the Board to revisit and finalize a Hen regulation for the Town of Newport. The Board agreed to revisit and finalize said regulation.

Howard Dunn and Bill Walsh retired from the Planning Board.

On a motion by Ken Merrow, seconded by Bert Spaulding, Sr.; ***the Board adjourned at 8:35 p.m. The motion passed with complete consensus.***

Respectfully submitted,

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Kymberly Kenney  
Scribe

Approved on: