

Waterville Valley Planning Board  
Summary of the Minutes for the  
**Planning Board Meeting**  
**Held on Thursday, August 10, 2023, at 8:00 am**

**MINUTES**

**Video recording of the meeting is available on the Town website.**

**THE MEETING WAS CALLED TO ORDER by Chair John Recine at 8:00 am**  
**ALL VOTES WERE TAKEN BY ROLL CALL**

**ROLL CALL for Board Members and Seating of Alternates**

1. **Full Members in Attendance:**
  2. Chair John Recine, Vice Chair Nancy Knight (zoom), Rich Rita, Mike Koppel, Bill Spence, Morgan Diehm, Jennie Lucas
  3. **Alternate Members in Attendance:** Margaret Turner, Katherine Brennan, Alan Berko, Rob Wilson, Nancy Knight (zoom)
  4. **Members Absent:**
  5. **Alternate Members Absent:,**
  6. **Public in Attendance:** Tom Myrick, Henry Risman, Paul Bardaro, Megan Boobar, Ian Cullison, Paul Saulnier, Barry Fish, Janey Mellon, Lori Fernandes, Tim Smith, Charles & Rebecca Hastings, Terry Roper
- Unidentified Zoom Attendees: 0**

**NEW BUSINESS:**

**X-Country Ski Trails – Relocation / Golden Heights Road**

John Recine stated the Public Hearing for the relocation of the x-country ski trails was not properly noticed.

Tara Bamford explained when the plan was submitted it was evident that a formal application and public hearing for an amended site plan was necessary rather than just an informational meeting.

Tara Bamford confirmed with Jonathan Miller that the deadline for the application to be submitted is August 24, 2023. Tara Bamford requested that the amended site plan submitted highlight the changes being made to the original plan.

Tara Bamford recommended that the Planning Board receive the public comment regarding the x-county ski trail as members of the public are in attendance in response to the notice posted.

David Daly reviewed the history of the project and explained that the x-country ski trail as it exists now is not in the easement area indicated on the plan which was approved in February 2022.

David Daley explained that the purpose of the amendment to the site plan is to remedy this issue.

John Recine stated that public comment will be received and requested people use the microphone.

Tim Smith stated he thinks the changes to the plan are positive.

Ian Cullison, Nordic Center Director, explained a grooming width of 15ft. is adequate and the site has been staked as of August 9, 2023, to show the proposed location of the easement.

Barry Fish, President of Moose Run Association, asked that at the September meeting the following issues can be addressed in detail: snow plowing, safety aspects of entry/exit to new parking spaces, safety concerns related to proximity of the trail to the parking spaces, the potential cutting of trees along the trail and landscaping.

David Daly responded that a fence will be put up to improve the safety issues with the trail being close to the parking spaces.

David Daley stated the landscaping plan will provide more detail at the September meeting.

Henry Risman, abutter, disagreed that legal liability for the x-country trail easement is the driving factor for the changes to the plan. He also stated that adding 6 guest parking spaces will not enhance the plan.

Paul Bardaro, abutter, stated that a fence is not a natural buffer and would like a visual representation of the proposed changes. He also stated concern regarding the relocation of the culvert having a direct effect on his property.

Paul Saulnier, resident, stated his concern that the integrity of the trail be maintained.

John Recine suggested the amended site plan submitted clearly identify the proposed changes. David Daly agreed that the changes to the plan will be clearly identified.

Mike Koppel asked what potential new owners are being told regarding the x-country trail easement.

David Daly stated potential buyers are shown the 2022 approved plan and informed of current discussions with the Planning Board.

Henry Risman asked if the landscaping could mimic the original plan and solve the x-country trail issue without the additional 6 parking spaces.

David Daly stated they are still waiting for their landscaping architect to return and finalize the amended plans, but the goal is to mimic the 2022 approved landscape plan as much as possible.

Paul Bardaro, abutter, stated his concern that the new parking spaces will detract from the natural beauty of the property and wanted assurance that no curb cut is planned for Valley Road.

Charles Hastings, Conservation Commission, expressed his concern that the trail continue to be accessible as a key connection between the north and south ends of the x-country trail network. He also echoed the need for a detailed landscaping plan.

Tom Myrick, resident, stated the corner of Golden Height Road would be a good place for some trees to buffer the façade of the building.

Bill Spence stated clarification is needed on the plan for snow removal.

Rob Wilson stated a conceptual presentation of what the trail will look like from different viewpoints would be helpful to have at the September meeting.

Nancy Knight asked if the parking spaces are to be used only during peak times why is there the need to pave them. She suggested gravel or grass.

David Daly stated that gravel areas are difficult to plow and may scatter some gravel into the trail area and the grass would prove difficult in the spring.

Nancy Knight suggested signs could be posted for people to park in the main lot after unloading and added that she does not think the additional parking spaces are necessary.

Paul Bardaro stated that if the parking spaces are there it is very likely that they will be used all the time and asked why the parking issue is coming up now.

Rich Rita stated that although it is helpful for the developers to hear the concerns of the public it is unrealistic to expect answers to all the concerns prior to the submission of the amended plan.

Dave Noyes, Director of Public Safety, stated that lack of parking is a town wide issue and welcomes the additional 6 spaces.

Payson Swaffield stated he is pleased with the trail access and stated that extensive landscaping should be done.

James Sununu, Tyrell Development, stated they have been working together with the developers and Tim Smith to come up with a suitable solution.

John Recine thanked the public for their input and stated that the next Planning Board meeting will be held on Thursday, September 14, 2023.

Rich Rita left the meeting and Alan Berko was seated in his place.

#### **REVIEW and ACCEPTANCE of MINUTES:**

The minutes of the July 13, 2023 meeting were not available for review/approval.

It is expected that the July 13 and August 10 minutes will be available for review/approval at the September 14, 2023 meeting.

#### **HOP / Tara Bamford**

Zoning audit summary and survey draft documents were reviewed.

Tara Bamford stated the Zoning Audit was done to take a look and see how the town could encourage the development of work force housing in Waterville Valley.

Tara Bamford stated the next step is to send and collect a town survey to obtain an understanding of what the voters want to do.

The Board reviewed the following 10 proposed questions for the survey:

1. Limit new residential development in the Village Commercial (VC) Zoning District to multi-family dwellings to maximize use of remaining undeveloped land and reduce the per unit construction cost. (The Zoning ordinance currently permits one and two-family homes in the VC Zoning District as well as multi-family dwellings.)
2. To maximize use of the remaining undeveloped land and reduce the per unit construction cost in the Commercial 1 (C1) and Village Commercial (VC), require that dwelling units constructed in these Zoning Districts be built at a minimum density, i.e., at least a certain number of units per acre.

The Board agreed to include the question on the survey.

3. Limit new residential development in the Commercial 1 (C1) Zoning district to smaller year-round dwelling units, developed in upper stories in mixed-use structures.

The Board agreed to include the question on the survey.

4. Allow greater density (bonus units) for residential developments that set aside a certain number of units to remain affordable to area residents and the workforce.

The Board agreed to include the question on the survey.

5. Allow greater density for residential developments that have a cluster of smaller homes, while incorporating design and layout guidelines to ensure aesthetically pleasing developments.

The Board agreed to include the question on the survey.

6. Allow single family homes in the Higher Density and Lower Density Residential Zoning Districts (HDR and LDR) to have detached accessory dwelling units, with design, siting and screening guidelines to ensure aesthetically pleasing neighborhoods.

The Board agreed to not include the question on the survey.

7. Reduce parking requirements for accessory dwelling units (ADUs). Currently 2 spaces are required for the single-family home plus 2 additional spaces for an ADU.

The Board agreed to revisit this concept in October for a possible zoning amendment.

8. Allow a minor portion of the land in the Recreation (REC) Zone to be used for workforce housing.

The Board agreed to not include the question on the survey.

9. To ensure adequate indoor storage can be provided with dwelling units, allow small unoccupied accessory buildings in the High Density Residential (HDR) and Village Commercial (VC) Districts to be located 10 feet from any side and rear lot lines. Currently an additional 25 feet is required if these accessory buildings are on a lot in the HDR or VC that abuts the LDR, even though the setback for accessory buildings within the LDR itself is only 10 feet.

The Board agreed to not include the question on the survey.

10. Allow one and two family homes in the Higher Density Residential (HDR) District to be located 20 feet from any side and rear lot line. Currently an additional 15 feet is required if these homes are on a lot in the HDR that abuts the LDR, even though the setback required in the LDR itself is just 20 feet.

The Board agreed to not include the question on the survey.

John Recine agreed to work with a couple other members of the Board to develop the final wording for the questions to be included on the survey and send the draft to Tara Bamford. John Recine noted that Rich Rita and Mark Decoteau were not in attendance to update the Planning Board on the July Select Board meeting.

## **OLD BUSINESS:**

### **Work Groups:**

- EV Charging Stations:

Tara Bamford stated the group has a draft document on EV Charging which she can provide to Board members for review at the September meeting. Tara Bamford stated the group will need to meet again to discuss Solar and Wind.

- Special Events / Concerts:

Tara Bamford stated the group is clarifying the original intent of the current zoning ordinance language regarding special events and recommended that the Board of Selectmen have a permitting process for special events. Tara Bamford stated that the group is scheduled to meet again.

Tara Bamford stated she is working with Rich Rita to clarify the definition of “unoccupied” and may propose a zoning amendment for the Board’s consideration.

Tara Bamford asked that Planning Board members be prepared to consider scheduling additional meetings to finalize the zoning amendments the Board wants to propose for 2024.

- Dark Sky Compliance:

Morgan Diehm stated the group has met twice. She stated the group has talked to the compliance officer to review the process of how complaints regarding lighting are handled. Morgan Diehm stated the group has contacted two businesses in town regarding lighting, and the group have discussed the application of the term “grandfathered” to lighting – specifically what changes are big enough to remove the grandfathered status.

Morgan Diehm stated that a major concern in requesting updates/changes to lighting is who is responsible for the cost. Morgan Diehm stated the town may need to consider contracting with a lighting compliance person to identify what changes need to be made.

**MOTION: “To authorize the Dark Sky Committee to meet with the Board of Selectmen to request that funds be allocated to the Planning Board to hire a lighting consultant.”**

Motion: Mike Koppel

Second: Bill Spence

Discussion: The Board discussed the need for someone to identify the specific changes to lighting that need to be made to bring all of the lighting in town into compliance with the Dark Sky guidelines.

Vote: Yes – 8 No - 0

**Correspondence:** None

### **Committee Reports:**

- Town Core Group: Jenny Lucas stated the group is continuing to discuss what to do with the pathway that comes down from the Golden Eagle to Town Square with regard to winter maintenance. Jenny Lucas stated the group is also discussing the issue of location of restrooms (north end and/or near the beach).
- Conservation Commission: Jenny Lucas updated the Board on the issue of the dams by wellhead #4. Jenny Lucas stated the Select Board has determined they will take down

portions of the dams with its own rented equipment. Jenny Lucas stated the Commission is aware of drainage concerns relative to the amended site plan being submitted for the Golden Heights project. Jenny Lucas stated that the current Golden Heights project is not following the drainage and erosion provisions as the nearby stream is catching a lot of sediment.

John Recine suggested the compliance officer be notified to review the issue.

**Calendar Review:**

John Recine stated the next Planning Board meeting is scheduled for September 14, 2023.

**MOTION: “To adjourn the meeting at 11:09am.”**

Motion: Mike Koppel

Second: Bill Spence

Discussion: None

Vote: 8 – YES 0- NO

Respectfully submitted,

Nancy Decoteau for Alisha Harrington