

Town of Swanzey, New Hampshire  
**Swanzey Planning Board**  
Meeting Minutes – December 8, 2016

*Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.*

The regular meeting of the Swanzey Planning Board was called to order at 6:00 p.m. by Chair Glenn Page. Members present: Glenn Page, Scott Self, Don Skiba, Richard Sainsbury, Jane Johnson, Joe Smith, Alternate Jim McConnell and Selectmen’s Representative Sylvester Karasinski. The Chair took the roll and read aloud the agenda for the meeting. Alternate Liz Traynor joined the meeting at 6:04 p.m.

**Absent:** None

**Others Present:** Planning and Community Development Director Sara Carbonneau, Dave Bergeron from Brickstone Land Consultants, LLC.

**Minutes:**

- Minutes from November 10, 2016 were considered. There was a **motion** by Skiba to approve the Minutes of November 10, 2016 with change on page 2 to note that the **Site Plan Review Application** - Brickstone Land Use Consultants, agent on behalf of Eunice Pappas that the property is in the Residence District, not the Business District. There was a second by Self. Bernard agreed to make the appropriate changes. All were in favor except Smith who abstained. **Motion passed.**

**Regional Impact:** Board members considered whether any items on the agenda could be construed as having potential for regional impact. **Motion** was made by Smith that there is no item on the agenda which can be construed to have potential for regional impact. There was a second by Skiba with no further discussion. All were in favor. **Motion passed.**

**A. DISCUSSIONS/OTHER BUSINESS**

**Request for Minor Amendment to Site Plan** – Fast Friends requests an administrative approval for a minor amendment to its previously approved site plan. The property is located at 14 West Swanzey Road and is shown at Tax Map 38, Lot 18 situated in the Commercial/Industrial District.

Bergeron referred to the existing plan showing the dog pen area that was originally grass but now is dirt. He said Fast Friends would like to make a concrete pad there so that dogs are not tracking mud and dirt into the building. He said the concrete pad will be in area that is already fenced in. Bergeron referred to drainage to a retention pond. He said the retention pond was oversized in the original design to accommodate further development. Bergeron also said the pond is large enough to handle the increase in asphalt.

Chair Page asked for concerns or questions from the Board. There were none.

Smith **moved** to approve the modification to an existing site plan to include a concrete pad in a penned in area that was formerly dirt, second by Johnson, all were in favor. **Motion passed.**

**B. OTHER APPLICATIONS** – The following application was considered for completeness only.

**Site Plan Review - Nickate Property, LLC** - seeks to construct a 2000 s.f. addition to the existing building. The property is situated at 147 South Winchester Street and is shown at Tax Map 72, Lot 50 situated in the Business District.

Carbonneau said that this matter is scheduled for the Zoning Board of Adjustment because of a need for a variance from setbacks. Page asked about feedback from the Conservation Commission which has a concern regarding impact on wetlands. Page asked Carbonneau if a "Intent to Cut" had been filed with the Town for the cutting of trees that was done on the property. Carbonneau said she was not aware as to whether that had been done so or not.

Johnson **moved** that the matter being continued until next meeting on December 22, 2016 since no representative of the applicant was present to answer the Board's questions. There was a second by Skiba. All were in favor. **Motion passed.**

**Feedback Request - Feedback Request pursuant to RSA 41:14-a. Potential acquisition of South Road property.**

Carbonneau noted the Board members received a packet with a memo from Town Administrator Branley with the real estate listing, and correspondence from resident Richard Scaramelli who expressed his support for the acquisition of the property. She also noted that the parcel being considered, lot 45, is adjacent to a parcel that the Town already owns, lot 47. Skiba mentioned that the present condition of the property under consideration is an eyesore. Page also noted that a potential buyer could not get permission from the Zoning Board of Adjustment to build a septic system on the property. There was a discussion about the building on the site, which is in very poor condition. Page noted that the site was used as a snowmobile camp and in order to have a home on the site it would have to go through all the permit process for a new home, which would not be able to comply with current regulations. Carbonneau suggested that having a brownfield assessment from Southwest Region Planning Commission (SWRP) might be in order. Page agreed that with the Town owning the adjacent property which is downstream from where a trailer was parked, it might be useful to have a brownfield assessment.

Page suggested a two-part motion.

**Motion** was made by Skiba to encourage Board of Selectmen to contact JB Mack for a brownfields assessment and if the property is found to be clean, to proceed to acquire the property.

Discussion: Page noted that Branley reported that taking down the building and cleaning up is estimated at \$15,000. Carbonneau said there are possibly funds for remediation through the Brownfields Program administered by the Southwest Region Planning Commission. The money comes from the EPA, and SWRPC has been allocated funds for brownfield cleanup. There would be no cost to the Town. She said the Town could ask for a Phase 1 site assessment and if accepted, it would be paid for out of the Brownfields Program Fund. There has to be an intent to re-purpose the property, but not necessary for the Town to own it.

Self spoke about Town properties being taken off the tax rolls and the Town should try to sell those to put them back on the tax rolls. Page said that many of the pieces of land that the Town owns are not attractive to buyers. Carbonneau noted that the parcels that are attractive get sold through auction.

There was a second to Skiba's motion by Self. All were in favor. **Motion passed.**

### C. PUBLIC HEARINGS

Public Hearing opened at 6:31 p.m.

**Proposed Zoning Amendment: Delete Section III-AA Accessory Dwelling Unit Ordinance in its entirety and replace with a new section.** The new section would permit attached accessory dwelling units as an accessory use in all zoning districts that permit single-family dwellings, subject to certain restrictions and conditions. The new section would also permit detached accessory dwelling units by special exception only in all zoning districts that permit single-family dwellings, subject to certain restrictions and conditions. The full text can be found on the Town's website [www.town.swanzey.nh.us](http://www.town.swanzey.nh.us) and may be viewed at the Swanzey Town Hall during regular business hours.

Discussion: Carbonneau noted that this will be the only public hearing unless the Board has substantive changes. Page noted that there were no members of the public present. Page asked for comment from the Board. There was no further comment.

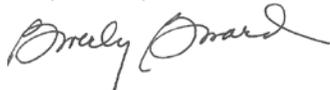
**Motion** was made by Self to approve the amendment as presented and send it to the Town Warrant for voter approval, second by Smith. All were in favor. **Motion passed.**

Public Hearing closed at 6:33 p.m.

### ADJOURNMENT

**Motion** to adjourn was made by Skiba. There was a second to the motion by Smith with all in favor. **Motion passed.** Adjournment occurred at 6:35 p.m.

Respectfully Submitted,



Beverly Bernard, Recording Secretary