

**SWANZEY PLANNING BOARD MEETING MINUTES
MAY 26, 2011**

Note: Minutes are not final until reviewed and approved 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 Swanzeay Planning Board was called to order at 7:00 p.m. by Chair Glenn Page. Members present: Glenn Page, Scott Self, June Fuerderer, Joe Smith, Jeff Goller, Jeanne Thieme, Selectmen's Representative Nancy Carlson and alternates Paula Miller and Bob Audette. Town Planner Sara Carbonneau was also present. The agenda for the meeting was read and the following matters were discussed:

Regional Impact: Board members considered whether any items on the agenda could “reasonably be construed as having the potential for regional impact”. Motion by Fuerderer that no items on the agenda could reasonably be construed as having potential for regional impact. Seconded by Self. Vote: All in favor.

A. PUBLIC HEARINGS –

1. Modification to Previously Approved Site Plan - John & Nicole Willette wish to convert the existing structure situated at 87 Old Homestead Highway to 4 dwelling units. The property is shown at Tax Map 37, Lot 13 situated in the Business Zoning District. John and Nicole Willette appeared before the Board. No abutters were present. Public hearing opened. J. Willette stated that there would be no change to the footprint of the existing structure - the 4th unit will go into space that is currently used for storage. J. Willette stated that he would also like to include a swimming pool and a shed/carport as part of the project. Carbonneau stated that the location of the shed/carport must be at least 20 feet from the property line. Board members noted that the shed/carport did not appear to meet setback as shown on the plan.

It was noted that if the 4th unit will be connected to the N. Swanzeay Water & Fire Precinct then permission will need to be obtained from the precinct. Carbonneau informed the board that a driveway permit is also needed from DPW Director Lee Dunham; a building permit is required (including the review and approval by the Code Enforcement

Officer and the Fire Chief, as this is considered a commercial project); approval from the Sewer Commission; and approval from the N. Swanzey Water & Fire Precinct. Public hearing closed.

Motion by Self to approve the Modification to Previously Approved Site Plan subject to obtaining a driveway permit, written permission from NSW&FP to hook up to the water system, written permission by the Sewer Commission to hook up to the sewer system, obtaining a building permit and subject to the condition that the shed/carport meets the 20' setback. Seconded by Goller. Vote: All in favor.

2. Boundary Line Adjustment Application - between Tax Map 52, Lots 1 & 1-1. Tax Map 52, Lot 1 is owned by Cheshire Oil Company, Inc.; Tax Map 52, Lot 1-1 is owned by Catahoula, LLC. The boundary line adjustment seeks to add a total of 2,335 s.f. to Tax Map 52, Lot 1. The properties are situated off Base Hill Road and located in the Commercial/Industrial District. Public hearing opened. Russell J. Huntley, surveyor, from SVE Associates was present on behalf of Cheshire Oil and Catahoula, LLC. Huntley explained to the Board that the boundary adjustment is intended to remedy the fact that a portion of Cheshire Oil's driveway is located on Catahoula's property. When the boundary line adjustment takes place, Catahoula, LLC would then be granted a driveway easement over the parcel that it conveyed to Cheshire Oil. Carbonneau reminded the Board that the plan and the deed should be recorded at the same time at the Registry of Deeds. Public hearing closed. Motion by Self to approval Boundary Line Adjustment with the condition that the plan and deed be recorded at the same time. Seconded by Smith. Vote: All in favor.

B. OTHER APPLICATIONS - (The following applications are being reviewed for completeness only. Comments will be limited to the completeness of the applications only.)

1. Site Plan Review Application - Catahoula, LLC wishes to construct a 2,272 s.f. building to house a sign manufacturing business on property situated off Base Hill Road and shown at Tax Map 52, Lot 1-1 situated in the Commercial/Industrial District. Owner Peter Poanessa was present.

Audette inquired about drainage and asked if a storm water management plan was need. It was noted that the impact to the lot is minimal; however, it was also noted that the Town's regulations mandate that no increase in off-site drainage takes place. It was suggested to the applicant that he get a statement from a qualified professional regarding the impact on storm water levels.

Board members discussed the access to the property (via a proposed easement over Cheshire Oil's property). Carbonneau stated that DPW Director Dunham has not provided written feedback regarding

the project or on the issue of an easement over Cheshire Oil's property.

Board members examined setbacks and determined that the front setback is required to be at least 75 feet pursuant to the zoning ordinance. Poanessa stated that he may want to expand the structure in the future and re-orienting the building would be advantageous. However, Poanessa stated that to do so would require an encroachment in the 75 foot front setback. Self explained to him that he would need to apply for a variance in the event that the structure encroaches upon the setbacks.

Goller asked that Poanessa show landscaping on the site plan.

Carbonneau informed the Board that she had not received any feedback from the Fire Chief. Poanessa explained that he had spoken with the Fire Dept. and explained the explosion proof cabinets.

Carbonneau drew the Board's attention to a letter from Tom Forest, licensed septic designer, stating that the soils were excellent for the design and installation of an onsite sewage disposal system.

Motion by Smith to approve the Site Plan Review Application as complete and move forward to public hearing on June 9, 2011. Seconded by Fuerderer. Vote: All in favor.

C. DISCUSSIONS/OTHER BUSINESS –

1. Excavation Permit - Renewal of excavation permit for Tax Map 24, Lot 58 (owned by South Branch Group) situated off South Road. Steve Bedaw was present. Board members reviewed the updated plan provided by Bedaw. Carbonneau informed the Board that the State is on a 5 year renewal schedule (for alteration of terrain permits for this operation, as well as for the Old Swanzey Road/Kempton Road operation). Audette inquired about the pond on the property. Bedaw noted that there would be no additional pumping. Fuerderer asked how much more gravel they planned on removing. Bedaw replied there would be 10,000 – 15,000 cubic yards out of South Road (approximately 7% left in the pit). The Board reviewed a letter from the Swanzey Conservation Commission expressing concern that the project is close to the river and other wetlands and that they want to make sure the project has the smallest amount of impact on the natural resources. Bedaw explained that he is going to meet with the Conservation Commission and explained to them that he is just renewing the previously approved plan and not expanding the operation. See motion below.

2. Excavation Permit - Renewal of excavation permit for Tax Map 86, Lot 2 (owned by South Branch Group) situated off Old Swanzey Road/Kempton Road). Steve Bedaw of South Branch Group was present. Board members reviewed the updated plan provided by Bedaw. Motion

by Self that the excavation permits for Tax Map 24, Lot 58 and Tax Map 86, Lot 2 be approved. Seconded by Goller. Vote: All in favor.

3. Request for Mobile Food Cart - Daniel Rouleau seeks permission to operate mobile food card on property situated at 679 West Swanzey Road (Tax Map 73, Lot 13) owned by Scott & Jay MacPhail. Rouleau was present and explained that this would be in the same spot as the food cart that was on site last year. He would take it away at night and bring it back in the morning. He is awaiting the State license and will contact State regarding a health inspection. Motion by Self to approve Request for Mobile Food Cart with condition that the State license is issued. Seconded by Thieme. Vote: All in favor.

4. Other business as may be required.

The Board reviewed the minutes of May 12, 2011. Carlson had noted several changes, but didn't have information with her. Will give it to Recording Secretary to note changes. Motion by Goller to approve minutes of May 12, 2011 as written with the corrections noted by Carlson. Seconded by Fuerderer.

Carbonneau informed that the Board she and Recording Secretary Munson would not be at the June 9, 2011 meeting, however, Town Administrator, Beth Fox would be present.

Carbonneau noted that the driveway permits would be discussed at the June 23, 2011 meeting.

Motion by Fuerderer to adjourn. Seconded by Goller. Vote: All in favor.

Meeting adjourned at 7:45 p.m.

Submitted by,

Donna Munson
Recording Secretary