

**SWANZEY PLANNING BOARD MINUTES  
APRIL 3, 2008**

**[Note: Minutes are not final until reviewed and approved by the Board. Review and approval 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, Steve Russell, Charles Beauregard, Sr., Victoria Barlow, Selectmen's Representative Nancy Carlson and alternates David Belletete and Jeanne Thieme. Town Planner Sara Carbonneau was also present. The agenda for the evening's meeting was read and the following matters were addressed:

**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 be reasonably construed as having the potential for regional impact. Seconded by Beauregard. Vote: All in favor.

**A. PUBLIC HEARINGS –**

**1. Multi-Tenant Application** – Jeffrey Duffy wishes to use a portion of the premises situated at 209 Monadnock Highway for storage for personal property. The property is shown at Tax Map 19, Lot 65 situated in the Business Zoning District. The property is owned by Lisa and John W. St. Peter, Jr. Jeffrey Duffy and Lisa St. Peter appeared before the Board. No abutters were present. Public hearing opened.

Duffy stated that he wished to store plumbing and heating materials and personal property in the unit formerly occupied by Elm City Powder Coating. Duffy stated that he would also be storing old snowmobiles and parts in the unit. Upon questioning, it was noted that all fluids would be emptied before storage. St. Peter stated that was a condition of the rental of the unit. Board members determined that the proposed use would be classified as "warehousing." Public hearing closed.

Motion by Self to grant the multi-tenant application subject to review and approval by the Code Enforcement Officer and the Fire Inspector. Seconded by Beauregard. Vote: All in favor.

Page steps down from the table for consideration of the next item due to a potential conflict of interest. Self assumes the position of Chair. Belletete was seated for Page.

**2. Applications for Site Plan Review and Subdivision** – Southwestern Community Services (SCS) wishes to construct multi-family housing (38 dwelling units contained within 1 building) on a parcel of land situated off 183 Monadnock Highway. The proposed lot consists of 6.37 acres (as amended – the lot was originally proposed as 6.82 acres) and is a portion of a 15.98 acre parcel shown at Tax Map 19, Lot 66, currently owned by Sandra Page. The property is situated in the Business District. Rob Hitchcock from SVE Associates and Keith Thibault and Darren Duffy from SCS appeared before the Board. Interested citizens were present. Public hearing opened.

Hitchcock reviewed the subdivision plan, noting that each lot meets the minimum acreage and frontage requirements as set forth in the zoning ordinance.

Hitchcock reviewed the site plan, noting that the existing curb cut would be utilized to serve the Page home, as well as the proposed senior housing project. Hitchcock noted that the curb cut would need to be modified somewhat, including changes to the existing grades. The driveway for the project would be 20 feet wide, approximately 1,000 feet long and paved. Along a portion of the westerly side of the driveway a retaining wall is proposed, as well as guardrails along portions of the driveway. Hitchcock stated that a permit from NH DOT would be required for modifications to the curb cut.

The proposed building will be three stories. The building will be sprinklered. In addition, a hydrant is proposed near the building. The building will be served by public water and sewer. Utilities will be underground. It was noted that the off-site sewer costs will not be paid for by the applicant. Rather, a CDBG has been applied for – a decision is scheduled to be made on April 17, 2008 regarding the grant application.

Thibault informed the Board that Home Health Care has agreed to add the project to its “Friendly Bus” route schedule. Thibault noted that the Red Cross and other social service organizations also provide transportation to those needing assistance to get to doctor’s appointments, etc. Thibault also stated that the design of the project tends to foster a sense of community amongst the tenants who will often help each other out with meeting transportation needs.

The landscaping plans were reviewed, noting that Barlow had provided comments to Hitchcock about the proposed plantings. Barlow’s concerns involved the susceptibility of the plantings to infection and disease. Duffy stated that there will be funds held in reserve to replace landscaping as required. Duffy also noted that while landscape plans are in place/required, often when it is time to plant modifications to the

plans are made due to soil conditions, aesthetics, etc. Hitchcock stated that he had spoken with Maple Hill Nursery who informed him that the plantings proposed on the landscape plan were appropriate with the exception of Carol Mackie Daphne.

The lighting plan was reviewed. It was not yet determined if the sign (not yet proposed) will be lighted. Hitchcock noted that the lighting along the driveway would have full cut-off shoe box fixtures. Grace Lilly inquired if the lights would be energy efficient. Duffy stated that all lighting meets energy efficiency ratings. In addition, Duffy stated that the project would be built to LEEDS standards. However, Thibault stated that the project would not actually receive LEEDS certification due to the costs involved in getting certified.

Board members reviewed the e-mail correspondence submitted by Frank Underwood. Hitchcock stated that he will provide the pre and post drainage reports to Underwood, noting that the project will require a Site Specific Permit from the State of New Hampshire.

Board members determined that an evaluation by a hydro geologist was not necessary, noting that the soils in the area consisted of well-drained gravel (permitting good transmissivity) surrounded by wetland areas (providing filtering properties).

The Board stated that it would require stamped plans, with both Russell Huntley's LLS and CWS license numbers.

Board members determined that a site walk was not required, noting that many Board members viewed the site during the site walk conducted by the ZBA.

It was noted that copies of correspondence with NH-DOT is public record and copies can be provided.

Board members discussed Underwood's concerns regarding Note #6 on the subdivision plan. Board members felt that the 30 foot strip (owned by Underwood heirs, with a right of way granted to Page) was outside of the scope of the subject subdivision plan and that further information about this strip did not need to be included on this plan. The portion of Page's property situated to the north of the 30 foot strip is currently a landlocked parcel and would not change as a result of the subdivision proposed.

Hitchcock noted that a patio area, picnic tables and benches were added to the plans. Duffy stated that the final location of the benches and picnic tables will be determined in conjunction with feedback from the tenants. Duffy also noted that areas available for gardens are available at all of SCS's projects and will be available at this project. Board members discussed whether the patio should be covered. It was decided that the purpose of the patio is to provide an area for residents to be in the sunshine, as a three-season room will be part of the project for those residents who wish to remain under-cover.

Fire Inspector Fontaine stated that Knox box(s) would be required. Duffy stated that Knox boxes are provided at all of SCS's projects. It was

noted that the building will be locked 24/7. Fontaine questioned whether there will be some sort of shelter available in the event that the building needs to be evacuated. There are no plans for such shelter. Duffy stated that an evacuation plan will be developed for this project. Duffy also noted that if residents need to leave the building, they can seek shelter in their vehicles (or in the vehicles owned by other tenants). Duffy noted that the each floor of the building would have an area of refuge on each floor, with dedicated 911 phones.

Board members discussed pedestrian needs. Beauregard stated that if water and sewer lines need to be placed along Route 12, it would be an opportune time to request that the State install a wider shoulder. On the site itself, it was finally recommended that a gravel pathway be constructed along the tree line to the back side of the building, as well as providing a pathway over the grass to connect directly to the driveway. These modifications to the plan will be provided at the next meeting.

Motion by Barlow to continue the public hearing on this matter to April 17, 2008 without further notice in order for the Applicant to deliver final plans with the changes discussed this evening. Seconded by Russell. Vote: All in favor.

Page resumed his seat at the table.

**3. Public Hearing on Proposed Amendment to the Swanzey Subdivision Regulations.** The proposed amendment sets forth a new section entitled "Conservation Residential Subdivision (CRS)" and includes the following subsections: Background and Context; Purpose; Goals & Public Benefits; Completed CRS Application; CRS Design Process; Minimum Design Standards; and Conservation Land.

Numerous interested citizens were present. Public hearing opened.

Self led the discussion during the public hearing, as he had chaired the working group that developed the proposed regulations. The working group was comprised of Scott Self, Victoria Barlow, Deb Crowder, Tiffany Mannion and Sara Carbonneau.

The Board reviewed e-mail correspondence submitted by Steve Stepenuck, noting that some of the comments appeared to be concerns/comments set forth by the Conservation Commission while other concerns/comments appeared to be Stepenuck's personal thoughts.

Page noted that by statute the only entity that has the authority to approve subdivision plats is the Planning Board. It was noted that the Conservation Commission already has the opportunity to review and comment on plans submitted. Carbonneau noted that efforts to better inform department heads and other boards and committees of pending applications would be helpful all around. While not necessary part of the CRS regulations, procedures regarding the processing of applications need to be worked on. A suggestion was made that a list of newly

submitted applications be e-mailed to PB, Conservation Commission, department heads, etc. That list could attach the legal notices as PDF files.

In response to Stepenuck's comments regarding the "existing conditions plan" it was noted that much of what would be revealed by a "natural resources inventory of the specific parcel" is set forth in the proposed regulations by requiring primary and secondary conservation values to be shown on the plan. Crowder opined that some of the Conservation Commission/Stepenuck's concerns may have been addressed if they had an opportunity to review the proposed regulations.

With respect to the designation of the conservation land, it was noted that the proposed regulations set forth what can and cannot be done with the conservation land. Carbonneau noted that Town counsel has reviewed the proposed regulations already and felt that the proposed language was sufficient. Carbonneau also stated that she believed that there was a provision in the proposed regulations regarding language to be included on the subdivision plan to be recorded. *(Upon further review after the meeting, Carbonneau determined that she was mistaken on this point.)*

Board members discussed Stepenuck's concern about road length. It was noted that in the former "cluster zoning provisions" there was no maximum restriction on lot acreage or road frontage, which sometimes resulted in longer roads. The new regulations restrict lots sizes from ½ to 2 acres and road frontage from a minimum of 100 feet to a maximum of 150 feet. Crowder noted that some of the concerns expressed by Stepenuck may have been addressed if he had the opportunity to review the full set of the proposed regulations.

Board members discussed public access, again noting that Town Counsel has informed them in the past that this cannot be a requirement of subdivision.

Other minor changes were made, including the addition of another secondary conservation value as follows: "Natural or historical trails that have been used by hikers, equestrians, and hunters over the years."

Board members felt that the public hearing should be continued in order to provide interested parties the opportunity to review the regulations in detail. Motion by Self to continue the public hearing without further notice to April 17, 2008. Seconded by Russell. Vote: All in favor.

## **B. OTHER BUSINESS/DISCUSSIONS –**

**1. Minutes from March 20, 2008.** Motion by Beauregard to approve the minutes from March 20, 2008 as submitted. Seconded by Self. Vote: All in favor with Fuerderer and Carlson abstaining.

Motion by Beauregard to adjourn. Seconded by Self. Vote: All in favor.  
Meeting adjourned at 9:15 p.m.

Submitted by,

Sara H. Carbonneau  
Town Planner