

**SWANZEY PLANNING BOARD MEETING MINUTES
MAY 12, 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 alternate Paula Miller. Town Planner Sara Carbonneau was also present. The evening's agenda 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 there were no items on the agenda that could reasonably be construed as having potential for regional impact. Seconded by Smith. Vote: All in favor.

A. PUBLIC HEARINGS –

1. Multi-Tenant Application - Nancy Bishop & Stella Kolpaol wish to use a portion of the premises situated at 2 South Winchester Street for a business consisting life coaching and astrology services. The property is shown at Tax Map 72, Lot 31 situated in the Village Business District II. The property is owned by Homestead Woolen Mills, Inc. Nancy Bishop and Stella Kolpaol where present. No abutters were present. Public hearing opened. Page asked were in the Mill their business would be located. Bishop replied that it will be to the right of Tree Free Greetings. Operation would be 10-15 hours a week with 4-10 customers per day. Self asked about application stating there would be no employees. Bishop responded that it would be self-employed between herself and Kolpaol. Public hearing closed. Motion by Thieme to approve Multi-Tenant Application subject to inspection by Code Enforcement Officer and Fire Chief. Seconded by Smith. Vote: All in favor.

2. Multi-Tenant Applications - Baudelaire, Inc. and Powers Generator Service, LLC wish to switch occupancy of the buildings shown at Tax Map 36, Lot 5, situated in the Business District. The buildings are located at 265 Old Homestead Highway (currently occupied by Baudelaire) and at 12 Business Center Drive (currently occupied by Powers Generator Service, LLC). The property is owned by Furlone, LLC.

a. The first public hearing will be on Baudelaire, Inc. moving into the existing Powers Generator Service, LLC building. No abutters were present. Public hearing opened. Bob Furlone was present and explained to the board that Powers Generator Service, LLC needs more space and Baudelaire, Inc. needs less. There would be no changes to the buildings other than an air conditioning unit being installed on the “new” Baudelaire building. Page stated that basically they are just switching sites. Public hearing closed. Motion by Goller to approve Multi-Tenant Application. Seconded by Fuerderer. Vote: All in favor.

b. The second public hearing will be on Powers Generator Service, LLC moving into the existing Baudelaire, Inc. building. No abutters were present. Public hearing opened. Bob Furlone was present. Carbonneau informed the board that the address number would be changing for Powers Generator Service, LLC to reflect the correct addressing off of Business Center Drive. There were no further comments. Public hearing closed. Motion by Self to approve Multi-Tenant Application. Seconded by Smith. Vote: All in favor.

B. OTHER APPLICATIONS -

1. a. Attached Sign Application - Valley Tractor wishes to install a 6' x 6' sign on the building that will house Valley Tractor. The property is located at 439 West Swanzey Road, Tax Map 55, Lot 6 situated in the Commercial/Industrial District. Owner David Gaudet was present explaining the sign would be put on the center gable on the front of the building. Motion by Self to approve sign application. Seconded by Thieme. Vote: All in favor.

b. Temporary Office – Owner David Gaudet wishes to install a temporary 10' x 20' office while the remodeling of the building is being done. Smith asked what the time frame is for the completion of renovations. Gaudet replied July 1, 2011. There was discussion by the board that a time limit be set to have the temporary office removed. It was agreed that it would be two weeks after

completion of work. Goller asked if there would be bathroom facilities. Gaudet replied that if the contractor didn't have any, he would. Motion by Goller to approve installation of temporary office with the provision that it be removed two weeks after Certificate of Occupancy has been issued. Seconded by Self. Vote: All in favor.

2. Free-Standing Sign Application - K & P Properties, LLC wishes to install a 31.66 s.f. free-standing sign on property situated at 362-366 Flat Roof Mill Road. Owner not present. The Board reviewed the photos of the intended sign which will be replacing the existing one. Carbonneau informed the board that the number on the sign would be changed to read 362. Motion by Smith to approve Free-Standing Sign Application. Seconded by Self. Vote: All in favor.

3. Attached Sign Application - Holton Farms wishes to install a 30 s.f. banner sign on property situated at 1076 West Swanzey Road, shown at Tax Map 88, Lot 38-1 located in the Business District. Page reminded the board that this operation would be the same as the farm stand in Brattleboro. Carbonneau informed the board that they have been cleaning up the site. Motion by Smith to approve the Attached Sign Application. Seconded by Fuerderer. Vote: All in favor.

4. Attached Sign Application – Hillside Pizza requests to attach a 4' x 6' sign to the existing building to the left of the most southerly window on the front of the building. Carbonneau explained to the board there would be a small counter on the outside of the window and the sign would be to the left of that window. Motion by Smith to approve Attached Sign Application. Seconded by Thieme. Vote: All in favor.

C. DISCUSSIONS/OTHER BUSINESS -

1. Request for Mobile Food Cart - Ben Olson/Asher Construction wishes to operate a mobile food cart on property located at 173-175 Monadnock Highway, shown at Tax Map 19, Lot 67 located in the Business District. Chairman Page stepped down as he is an abutter to the property. Olson was present. Vice Chairman Self took over. Self reviewed a letter from Southwestern Community Services addressing their concerns. Self reviewed Olson's reply stating that this operation would be six month seasonal. Carbonneau affirmed that the hours would be 9:00 – 5:00 Monday through Friday and asked if he thought he might want additional hours. Olson felt there might be times when it would run into 9:00 p.m. Self then stated that the hours would be 9:00 – 9:00. Carbonneau informed Olson that he would also need to have specific dates. Olson said he would like to open May 1st and close September 30th. Carlson asked if a driveway permit is required and would there be any sign. Olson said he would notify the State and said it would be added on the existing sign for Zee

Industries. Carbonneau referenced the copy of the May 4, 2011 letter referring to the estimated number of customers per day being 50 and change it to 100. Carbonneau also stated that abutters don't need to be notified as this is a "mobile" food cart. Perhaps in the future the board may want to have a formal review and at that time the abutters would be notified. Motion by Goller to approve Request for Mobile Food Cart subject to driveway permit from State DOT and upon inspection of the food cart by the State and changing number of customers per day to between 50 and 100. Seconded by Smith. Vote: All in favor.

Scott handed Chair back to Page.

3. Discussion - Driveway Regulations. These are still being reviewed by Dunham.

4. Discussion - Site Plan Review Regulations. Carbonneau researched the regulations and read to the board the definition of a New Tenant Application vs. Multi-Tenant Application. Depending upon the building and the applicant, the appropriate application will be utilized.

5. Other business as may be required.

a. Carbonneau informed the Board that Holton Farms, Millwork Masters and Valley Tractor should be receiving their driveway permits soon as the individual at the State is back from vacation. Holton Farms is opening in the next week or two. Page noted that there was a crew working today at the new Millwork Masters site.

b. The Board reviewed minutes of the April 28, 2011 meeting. Motion by Self to approve minutes of April 28, 2011 as written. Seconded by Smith. Vote: All in favor. Thieme and Fuerderer abstained.

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

Meeting adjourned at 7:45 p.m.

Submitted by,

Donna Munson
Recording Secretary