

**SWANZEY PLANNING BOARD MINUTES
AUGUST 3, 2006**

[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 August 3, 2006 meeting of the Swanze Planning Board was called to order at 7:00 p.m. by Chair Glenn Page. Members present: Glenn Page, June Fuerderer, Charles Beauregard, Sr. and alternates Steve Russell, Jeanne Thieme and Dave Osgood. Russell was seated for Scott Self; Dave Osgood was seated for Victoria Barlow; and Jeanne Thieme was seated for Dick Lane. 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 tonight's agenda could "reasonably be construed as having the potential for regional impact." Motion by Beauregard that no items on tonight's agenda could be reasonably construed as having the potential for regional impact. Seconded by Osgood. Vote: All in favor.

A. PUBLIC HEARINGS –

1. Subdivision Application – John Martin Brown & Rebecca L. Brown wish to subdivide Tax Map 74, Lot 14 into 2 lots. The subject premises are located on Forest Avenue and situated in the Residence Zoning District. Tax Map 74, Lot 14 currently consists of 3.16 acres. The proposed lots will be 1.56 acres and 1.60 acres. John Brown appeared before the Board. No abutters were present. Public hearing opened.

J. Brown stated that there have been no changes to the plan since its acceptance as being complete on July 20, 2006. Carbonneau noted that State Subdivision Approval is required for the property. Page asked if Brown has been in contact with DPW Director Dunham regarding the curb cut. Brown stated that he had not spoken with Dunham yet.

Page noted that the lot met all zoning regulations. In addition, it appears from information provided by Licensed Septic Designer Tom Forest that the lot will be able to sustain a septic system that meets all Town and State regulations. Public hearing closed.

Motion by Russell to grant the subdivision application subject to the following conditions:

1. Receipt of State Subdivision Approval; and
2. Receipt of driveway permit from the Swanzey DPW Director.

Seconded by Beauregard. Vote: All in favor.

B. OTHER APPLICATIONS –

1. Free-Standing Sign Permit Application – Kathryn M. Wrona wishes to install a free-standing sign consisting of 3.5 s.f. on property situated at 4 Whitcomb Road, Tax Map 23, Lot 3-20 situated in the Residence Zoning District. Board members reviewed the application, noting that the sign met the maximum square footage permitted for a home occupation. Beauregard stated that the street number should either be on the sign or affixed to the sign.

Motion by Osgood to grant the sign permit application subject to the condition that the street number is put on the sign or affixed to the sign. Seconded by Fuerderer. Vote: All in favor.

2. Free-Standing Sign Permit Application – Bergevin's LLC wishes to install a free-standing sign consisting of 20 s.f. on property situated at 93 Base Hill Road, Tax Map 52, Lot 18 situated in the Business Zoning District. It was noted that the sign met all application zoning regulations. Concern was expressed about the lighting, with Board members wanting to ensure that the lights would not impact the traffic on Base Hill Road.

Motion by Osgood to grant the sign permit application subject to the condition that the lighting for the sign does not negatively impact the traffic on Base Hill Road. Seconded by Beauregard. Vote: All in favor.

The following application is being reviewed for completeness only. Comments will be limited to the completeness of the application only.

3. Subdivision Application – Robyn Lane Romano wishes to subdivide Tax Map 13, Lot 7 into 2 lots. The subject premises are located on CL Lane and situated in the Rural/Agricultural Zoning District. Tax Map 13, Lot 7 currently consists of 10.91 acres. The proposed lots will be 3.48 acres and 7.43 acres. R. Romano appeared before the Board. No abutters were present.

Romano stated that she wishes to subdivide her property and sell the existing house. Romano plans on constructing a house on the 3.48 acre parcel for her own use. It was noted that State Subdivision Approval will be required; Romano stated that the plans have already been submitted to the State for approval. It was also noted that there are no jurisdictional wetlands on the 3.48 acre parcel.

Board members reviewed a memorandum from Town Administrator Beth Fox, noting that the Board of Selectmen conducted site visits on August 2nd and would like to confer with DPW Director Lee Dunham regarding the driveway locations for these lots and plans on reporting back to the Planning Board on August 17, 2006.

Motion by Beauregard to accept the application as complete. Seconded by Fuerderer. Vote: All in favor.

C. DISCUSSIONS

1. Discussion regarding The Toy Club, LLC (Tax Map 18, Lot 69) and State Inspection Station (140 Monadnock Highway). Carbonneau stated that she had received information from the State of New Hampshire indicating that The Toy Club, LLC wishes to become a State Motorcycle Inspection facility. It was her understanding that the Planning Board's approval on December 1, 2005 and modified on April 13, 2006 did not allow for repairs to motorcycles. Carbonneau spoke with the business owner, Jon Plankey, earlier in the day and asked that he appear before the Planning Board this evening.

Plankey stated that it was his intent to conduct motorcycle inspections and minor repairs/service when he moved his business to another part of the building in April 2006. Plankey stated that he was informed by the property owner that he was "all set." Board members did not understand from the meeting in April 2006 that he wished to expand the business to include an inspection station and minor repairs/service.

Plankey stated that the property has been reviewed and approved by both the Code Enforcement Officer and the Fire Inspector. Code Enforcement Officer Jim Weston was present and stated that the space occupied by Plankey meets all applicable codes.

Plankey stated that minor repairs/service is part of being a motorcycle inspection station. Services include: tire changes; oil changes, accessory inspections and installation; light motor cycle repair, etc. Plankey stated this his waste oil is stored in 50 gallon containers and is brought to a person in Weare, NH. Russell reminded Plankey that he should be careful to maintain records regarding the disposition of his waste products.

Page stated that the property had previously obtained a special exception for automotive use and repair.

Motion by Russell to modify the previously granted Multi-Tenant Application to include motorcycle inspection and repair. Seconded by Osgood. Vote: All in favor.

2. Discussion regarding design review standards. Board members reviewed the proposed design review standards and made minor changes to the same. The "original" draft, together with the revised "draft" are

attached to these minutes. The Board advised Carbonneau to schedule a public hearing on the revised draft for September 7, 2006.

3. Other business. Carbonneau reminded Board members to contact her should they wish to attend the Municipal Law Lecture Series.

4. Minutes from July 20, 2006. Motion by Beauregard to approve the minutes from July 20, 2006 as submitted. Seconded by Fuerderer.
Vote: All in favor.

Motion by Beauregard to adjourn. Seconded by Russell. Vote: All in favor. Meeting adjourned at 8:10 p.m.

Submitted by,

Sara H. Carbonneau
Town Planner

Amend Section VIII.G. General Standards by adding new sub-section “m” as follows:

m. Architectural Plans.

No permit shall be granted for a commercial, industrial or multi-family building unless an architectural plan drawn to scale meets all of the requirements of the Planning Board. Specifications shall have been filed with and approved by the Planning Board.

The Architectural Plans shall, at a minimum, indicate the following:

- (1) Floor plan(s);
- (2) Building Elevations (all four sides);
- (3) The type of windows and doors to be installed on the building;
- (4) The type of building material to be used on the exterior of the building; and
- (5) The Board may request details, and other plans (axonometric, details, etc.) should they believe that it is in the best interests of the community in the review of the project.

The evaluation of the following appearance factors will govern the Planning Board’s decisions on whether the proposed building designs are acceptable:

- (1) Architectural character;
- (2) Building materials and subdued color considerations;
- (3) Harmony and compatibility of project compare to existing site and neighborhood;
- (4) Lighting design; and
- (5) Retention, alteration, or removal of existing structures and site features.

Amend Section XII. Submission Requirements by adding a new sub-section 20 as follows:

20. Architectural plans.

Amend Section VIII.G. General Standards by adding new sub-section “m” as follows:

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No permit shall be granted for a commercial, industrial or multi-family building unless an architectural plan drawn to scale meets all of the requirements of the Planning Board. Specifications shall have been filed with and approved by the Planning Board.

The Architectural Plans shall, at a minimum, indicate the following:

- (1) Floor plan(s);
- (2) Building Elevations (all four sides);
- (3) The style of windows and doors to be installed on the building;
- (4) The type of building material to be used on the exterior of the building, including color renderings; and
- (5) The Board may request details, and other plans (axonometric, details, etc.) should they believe that it is in the best interests of the community in the review of the project.

The evaluation of the following appearance factors will govern the Planning Board’s decisions on whether the proposed building designs are acceptable:

- (1) Building materials and color considerations;
- (2) Harmony and compatibility of project compared to existing site and neighborhood;
- (3) Lighting design (only lighting visible from the exterior of the building); and
- (4) Retention, alteration, or removal of existing structures and site features.

Amend Section XII. Submission Requirements by adding a new sub-section 20 as follows:

20. Architectural plans.