

**SWANZEY PLANNING BOARD MINUTES  
JULY 6, 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 July 6, 2006 meeting of the Swanze Planning Board was called to order at 7:00 p.m. by Chair Glenn Page. Members present: Glenn Page, Scott Self, June Fuerderer, Richard Lane (Lane left the meeting at 8:45 p.m.) Victoria Barlow, ex-officio Selectmen's Representative Francis Faulkner, Jr. and alternates Jeanne Thieme and Steve Russell. Town Planner Sara Carbonneau was also present. Thieme was seated for Charles Beauregard, Sr. Russell was seated for Scott Self (until Self arrived at 7:20 p.m.). The agenda for the evening's meeting was read and the following items 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 Barlow that no items on tonight's agenda could be reasonably construed as having the potential for regional impact. Seconded by Faulkner. Vote: All in favor.

**A. PUBLIC HEARINGS –**

**1. Subdivision Application –** Ronald P. Bemis wishes to subdivide Tax Map 21, Lot 11 into 2 lots. The subject premises are located on Oliver Hill Road and situated in the Rural/Agricultural Zoning District. Tax Map 21, Lot 11 currently consists of 16.08 acres. The proposed lots will be 12.88 acres and 3.20 acres. This item was addressed at the end of the meeting, as no one appeared before the Board on behalf of the applicant. Seated were: Page, Self, Fuerderer, Barlow, Faulkner, Thieme and Russell (for Lane). Public hearing opened.

Board members reviewed the plan, noting that the lot meets all zoning requirements as far as frontage and acreage. It was also noted that the lots now proposed at 12.88 acres and 3.20 acres meet the Town's requirements for 3 "dry and flat" acres. Carbonneau reminded the Board that State Subdivision Approval is required. Public hearing closed.

Motion by Self to grant the subdivision application subject to receipt and approval of State Subdivision Approval. Seconded by Russell. Vote: All in favor.

**2. Site Plan Review Application** – Edward N. Scott wishes to construct additions to two buildings. One addition will consist of 984 s.f. for additional service & storage space and the other addition will consist of 1104 s.f. providing additional sales space. The property is situated at 487 West Swanzey Road and shown at Tax Map 55, Lot 5 situated in the Commercial/Industrial Zoning District. Ed Scott appeared before the Board. No abutters were present. Seated were: Page, Self, Fuerderer, Barlow, Faulkner, Thieme and Russell (for Self). Public hearing opened.

Scott stated that there have been no changes to the plan since the June 15<sup>th</sup> meeting other than the addition of screening around the dumpster. Scott currently plans on building the stockade fencing enclosure around the dumpster in its present location. However, there is a possibility that the dumpster may be moved to the back of the buildings at a future date. Public hearing closed.

Motion by Lane to grant the site plan review application. Seconded by Barlow. Vote: All in favor.

**3. Site Plan Review Application** – SSW Carlisle Properties, LLC wishes to construct a 15,165 s.f. addition to the existing building to be constructed in phases. Phase 1 will add 11,165 s.f. to the building and Phase 2 will add 4,000 s.f. to the building. The property is situated at 234 Old Homestead Highway and shown at Tax Map 19, Lot 97-4 situated in the Business Zoning District. Jim Phippard from Brickstone Masons and Mark Glover from Carlisle appeared before the Board. No abutters were present. Seated were: Page, Fuerderer, Barlow, Lane, Faulkner, Thieme and Russell (for Self). Public hearing opened.

Phippard briefly reviewed the plans before the Boards. It was noted that the space is desired in order to store additional materials in order to run a second shift. Phippard stated that full build-out will bring the total vehicle trips per day to approximately 120. The current vehicle trips per day are approximately 50.

Phippard noted that the addition will be similar in appearance to the existing structure, using similar siding materials. Also, Phippard noted that materials will continue to be stored outside, as they currently are.

Phippard stated that Carlisle wishes to relocate the existing sign to the edge of the new driveway serving the property. Glover noted that the sign would be lighted. Public hearing closed.

Self arrives at 7:20 p.m. but was not seated until the conclusion of this public hearing.

Motion by Fuerderer to grant the site plan review application, including the relocation of the existing sign to the end of the new driveway. Seconded by Russell. Vote: All in favor.

**4. Home Occupation Application** – Gordon B. Davis wishes to utilize the property situated at 839 West Swanzey Road for a home occupation consisting of a mail order business for antique car parts. The property is situated in the Business Zoning District, shown at Tax Map 71, Lot 15. Gordon Davis appeared before the Board. No abutters were present. Seated

were: Page, Self, Fuerderer, Barlow, Lane, Faulkner and Thieme. Public hearing opened.

Carbonneau noted that the Selectmen approved the proposed use as a home occupation on June 14, 2006. Davis stated the most of the on-site activity consists of internet and telephone contact. Davis noted that vast majority of parts are stored in Keene. If any parts are located on the subject premises, they will be stored inside. Davis also noted that if parts are to be delivered, he generally brings them to UPS, FedEx, etc. Davis stated that his business does not require any permits or licenses from the State Department of Safety.

Board members noted that should Davis wish to install a sign, he will need to submit a sign permit application. Public hearing closed.

Motion by Faulkner to grant the home occupation application. Seconded by Self. Vote: All in favor.

**5. Multi-Tenant Application** – Lisa Patnode wishes to use a portion of the premises situated at 919 West Swanzey Road for office space. The property is shown at Tax Map 71, Lot 11 situated in the Business Zoning District. The property is owned by Robert & Shelley Secord. Robert Secord appeared before the Board on behalf of the Applicants. No abutters were present. Seated were: Page, Self, Fuerderer, Barlow, Lane, Faulkner and Thieme. Public hearing opened.

Patnodes wish to rent approximately 20' x 30' of space situated at the northerly end of the building for use as an office for Swanzey Oil. Carbonneau noted that both Code Enforcement Officer Jim Weston and Fire Inspector Ron Fontaine have inspected the building. Minor modifications (notably exit signs and emergency lighting) have been made.

Board members noted that the applicants would like to install a sign on the roof and stated that this would be considered an attached sign. Board members stated that a sign permit application would need to be submitted. Public hearing closed.

Motion by Self to grant the multi-tenant application. Seconded by Lane. Vote: All in favor.

## **B. OTHER APPLICATIONS –**

**1. Free-Standing Sign Permit Application** – Keene Congregation of Jehovah's Witnesses wishes to install a free-standing sign consists on 16.02 square feet. The property is situated at 109 Old Homestead Highway, situated at Tax Map 37, Lot 8 situated in the Business Zoning District. Ralph Randall, on behalf of the applicant, requested that the Board consider this sign application in absence of anyone appearing before the Board.

Carbonneau stated that she had received information from Randall that the sign would be no greater that 16.02 s.f.

Motion by Faulkner to approve the free-standing sign permit application. Seconded by Fuerderer. Vote: All in favor.

## **C. DISCUSSIONS –**

**1.** Discussion with Rymes Propane & Oils, Inc. regarding site plan review conditional approval. John St. Pierre from SFC Engineering, Tom Rymes and Jim Rymes, Jr. appeared before the Board. Abutting property owner Mike Murphy and interested citizen Martha Henry were present. St. Pierre reviewed updated plans before the Board. St. Pierre reviewed the conditions of approval established on June 15, 2006, stating that it was his option that the revised plans meet conditions 1, 2 & 3. Carbonneau stated that she had spoken with Attorney Miller regarding condition 4. Carbonneau noted that deed restrictions contemplated by condition 4 could not be drafted until the Board approves the landscaping plans. Once the landscaping plans are approved, Miller will be able to draft the deed restriction.

Barlow stated that she felt that the applicant has not complied with the first condition imposed on June 15<sup>th</sup>. Barlow stated that the trees to the north side of the building are planted too close to the building to survive. In addition, Barlow stated that the screening on the westerly side of the property was not included, as requested at the last meeting. T. Rymes stated that the Fire Chief has stated that he does not want additional landscaping on the Route 10 side for fire-safety purposes. Page stated that he felt that any additional landscaping to the westerly side of the property should be "sign-off on" by the Fire Chief. Self stated that he felt that additional landscaping on the westerly side would not provide screening of the parking area, as the parking area was below the grade of Route 10. J. Rymes stated that they would agree to move the landscaping away from the northerly side of the building at least 20 feet.

Motion by Self that all of the conditions set forth on June 15<sup>th</sup> have been met, subject to the condition that revised plans are submitted showing the landscaping on northerly side of the building to be at least 20 feet away from the building and that within two weeks after final landscaping plans are approved, deed restrictions are established as set forth by condition #4. Seconded by Lane. Vote: All in favor with the exception of Barlow.

**2.** Discussion with Larry Koch. Lane recused himself from this discussion as a family member may be involved with the sale of the condominium units and left the meeting. Koch appeared before the Board with his attorney, Michael Bentley. Revised site plans and floor plans for the project were presented. Carbonneau noted that Attorney Fernald had reviewed the plans and provided the Board with a copy of a letter containing Attorney Fernald's comments.

Code Enforcement Officer Weston stated his concerns regarding the potential for converting the units to 3 bedrooms. Bentley stated that there is a restriction in the Declaration of Condominium preventing the units from being converted to 3 bedrooms. In addition, Koch stated that out of the three rooms that could potentially be utilized as a bedroom, only two of the rooms would have closets.

Board members reviewed the proposed phasing plan and discussed at what point Code Enforcement could issue building permits. Board members felt that the issuance of building permits could occur at any time, but

combustibles could not be stored on site until the fire pond is completed. Board members noted that a certificate of occupancy could not be issued until Items 1, 2 and 3 are completed and signed off on by the appropriate entity. Board members felt that the conditions set by the Planning Board on February 16, 2006 have been met. Self noted that if there are any changes to the site plan, the applicant must come back to the Planning Board for re-approval.

**3.** Discussion regarding design review standards. Board members reviewed design standards from other communities. Initially, the Board felt that adoption of standard 5.15 and 5.16B from the Town of Greenland would be a good start. These standards provide a statement as to what the Board wishes to see for architectural drawings, as well as “factors” for evaluating the plans. Carbonneau will put together a draft for the Board to review.

Board members felt that eventually more detailed standards could be adopted, but felt that at the present time adopting language similar to that contained in Greenland’s provision 5.15 and 5.16B would be prudent.

**4. Minutes from June 15, 2006.** Motion by Faulkner to approve the minutes from June 15, 2006 as submitted. Seconded by Fuerderer. Vote: All in favor.

**5. October 5, 2006 Meeting.** Board members agreed to reschedule the October 5, 2006 meeting to October 12, 2006.

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

Submitted by,

Sara H. Carbonneau  
Town Planner