

Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – June 23, 2016

Note: Draft Minutes are subject to review, correction and approval 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 Swanzey Planning Board was called to order at 6:00 p.m. by Chair Glenn Page. Members present: Glenn Page, Scott Self, Joe Smith, Richard Sainsbury, Don Skiba, and Jane Johnson.

Absent: Selectmen's Representative W. William Hutwelker III, Alternate Liz Traynor, Alternate Jim McConnell

The Chair took the roll and read aloud the agenda for the meeting.

Others Present: Director of Planning and Community Development Sara Carbonneau, Paul Thomas, and Bob and Christina Furlone.

Minutes:

- Minutes from June 9, 2016 were considered. There was a **motion** by Smith to approve the Minutes of June 9, 2016. There was a second by Johnson and no further discussion. All were in favor. **Motion passed.**

Regional Impact: Board members considered whether any items on the agenda could be construed as having the potential for regional impact. **Motion** was made by Smith that there is no item on the agenda which can be construed to have potential for regional impact. There was a second by Johnson. All were in favor. **Motion passed.**

PUBLIC HEARINGS

Multi-Tenant Application

William Chaffee, Jr. wishes to use a portion of the premises situated at 347 Monadnock Highway for an antiques consignment business. The property is shown at Tax Map 16, Lot 21 situated in the Business District. The property is owned by Paul Thomas.

Public Hearing opened at 6:03 pm

Carbonneau noted that any approval of the application should be subject to review and approval by Code Enforcement and the Fire Department.

Public Hearing closed at 6:04

Free-standing Sign Application – William Chaffee wishes to install a 32 s.f. free-standing sign on property situated at 347 Monadnock Highway. The property is shown at Tax Map 16, Lot 21 situated in the Business District. The property is owned by Paul Thomas.

Motion was made by Self to approve the application of William Chaffee, Jr. to use a portion of the premises situated at 347 Monadnock Highway for an antiques consignment business on property shown

at Tax Map 16, Lot 21 situated in the Business District and owned by Paul Thomas and to approve of installation of a 32 square feet free-standing sign at the same location, subject to Fire Department and Code Enforcement review and approval. There was a second by Sainsbury. All were in favor. **Motion passed.**

New Tenant Application

True North Networks wishes to use the premises situated at 15 Business Center Drive for offices for a computer networking business. The property is shown at Tax Map 36, Lot 5 situated in the Business District. The property is owned by Furlone, LLC.

Public Hearing opened at 6:05 pm

Bob Furlone was present to discuss the request with the Board. He said there will be no change to the building. Furlone said that the business is expected to start with 18 to 20 people at the outset. Carbonneau noted that any approval should be subject to review and approval by Code Enforcement and the Fire Department. She also noted that the applicant will be submitting a sign request in the near future to replace the existing sign with a 32 square foot sign.

Public Hearing closed at 6:07 pm

Motion was made by Skiba to approve the application of True North Networks to use the premises situated at 15 Business Center Drive for offices for a computer networking business on property shown at Tax Map 36, Lot 5 situated in the Business District and owned by Furlone, LLC subject to Fire Department and Code Enforcement review and approval. There was a second by Smith. All were in favor. **Motion passed.**

OTHER APPLICATIONS - The following application is being considered for completeness only. Comments will be limited to the completeness of the application.

Site Plan Review & Subdivision (Condominium) Applications

Paul Thomas wishes to construct four single story quad-plex buildings with associated parking and access; the existing two story house on the property will remain. A total housing of 17 housing units will be located on the property under condominium ownership. The property is situated at 115 Homestead Highway and is shown at Tax Map 37, Lot 7 situated in the Business District.

Discussion: Carbonneau said the Zoning Board of Adjustment (ZBA) has not yet acted on Thomas' application for a Special Exception. It is pending. Carbonneau said the Town does have a set of plans and a storm water management report, documentation that a curb cut permit has been issued, and a statement from water and sewer that those utilities will be provided to the complex. Carbonneau noted that the way that the application has been submitted the final buildings could be either condominiums or apartments. Mr. Thomas has the option of either. There will be a need for a Declaration of the Condominium and By-Laws and a plan showing what is common area and what are the individual units should Thomas decide on a Condominium complex.

Page reminded the Board that tonight the Board's role is to determine that the plan is complete enough to go to public hearing.

Carbonneau noted that the application was sent to the department heads, and as yet the only response has come in from water and sewer. Carbonneau said that she expects to have responses from the others in time for the public hearing.

Motion was made by Smith to approve the application of Paul Thomas as complete and ready to go to public hearing for his request to construct four single story quad-plex buildings with associated parking and access for a total of 17 housing units to be located on the property under condominium ownership on property located at 115 Homestead Highway, shown at Tax Map 37, Lot 7 and situated in the Business District. There was a second by Skiba. Discussion: There was a brief discussion about the number of parking space in the plan. All were in favor. **Motion passed.**

Carbonneau said that the application will be scheduled for public hearing on July 14, 2016.

OTHER APPLICATIONS –

Tim Cloutier and Ryan Kottke request permission to install 30 square foot free-standing sign on property situated at Tax Map 3, Lot 4 situated in the Business District. Carbonneau said there is permission from the owners of the land for use of the land for the sign.

There was a brief discussion regarding the sign being for businesses located at the end of Massey Hill Road. Carbonneau said that the sign will need to meet the 20 foot setback as required by ordinance.

Motion was made by Skiba to approve the application of Tim Cloutier and Ryan Kottke for permission to install 30 square foot free-standing sign on property situated at Tax Map 3, Lot 4 situated in the Business District subject to signature of approval from the owner of the property listed as Kate Donovan LLC (Bill Fenton) and compliance with the required setback. There was a second by Self. All were in favor. **Motion passed.**

There was a brief discussion about removing the smaller signs that now are present since they will no longer be needed once the larger sign is raised.

DISCUSSIONS/OTHER BUSINESS

Page noted notification of night work to be done at Mitchell Sand and Gravel

Carbonneau said that she expects that local residents will be calling the Town about potential smells and noises generated by the night work, but since the company is within the Town of Winchester that town needs to be contacted. She noted that one of the conditions that the business could operate at night was the need to notify abutting property owners and the Town of Swanzey as well as the Town of Winchester, and they have complied with that stipulation. It was noted that truck traffic may be occurring throughout the night. Self suggested noting the calls that do come in so that we have a record of neighborhood complaints.

Adjournment

Motion to adjourn was made by Skiba. There was a second to the motion by Smith, with all in favor. **Motion passed.** Adjournment occurred at 6:23 p.m.

Respectfully Submitted,



Beverly Bernard, Recording Secretary