

Town of Swanzey, New Hampshire  
**Swanzey Planning Board**  
Meeting Minutes – July 14, 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, Richard Sainsbury, Don Skiba, Jane Johnson, and Alternate Jim McConnell.

**Absent:** Selectmen's Representative W. William Hutwelker III, Scott Self, Joe Smith, and Alternate Liz Traynor.

The Chair took the roll and read aloud the agenda for the meeting. Page seated McConnell for Self.

**Others Present:**

Director of Planning and Community Development Sara Carbonneau, Paul Thomas, Nathan Chamberlain from Fieldstone Land Consultants, and Teresa Howard.

**Minutes:**

- Minutes from June 23, 2016 were considered. There was a **motion** by McConnell to approve the Minutes of June 23, 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 McConnell that there is no item on the agenda which can be construed to have potential for regional impact. There was a second by Sainsbury. All were in favor. **Motion passed.**

**PUBLIC HEARINGS**

- **Multi-Tenant Application**

Teresa Howard wishes to use a portion of the premises situated at 140 Monadnock Highway Unit #2 for a retail/service pottery business. The property is shown at Tax Map 18, Lot 69 situated in the Business District. The property is owned by Kenneth Bergeron.

**Free-standing & Attached Sign Permit Applications**

Theresa Howard wishes to install a 15 s.f. attached sign and a 16 s.f. free-standing sign on property located at 140 Monadnock Highway (Unit #2). The property is shown at Tax Map 18, Lot 69 situated in the Business District. The property is owned by Kenneth Bergeron.

**Public Hearing opened at 6:03 pm**

The Board agreed to consider both the application for use of the premises and installation of signs. Page noted that the Fire Inspector wants to inspect the premises once the kiln has been set up. He said that approval would be contingent on final approval from the Fire Inspector.

**Public Hearing closed at 6:04 pm**

**Motion** was made by Skiba to approve the application of Teresa Howard to use a portion of the premises situated at 140 Monadnock Highway Unit #2 for a retail/service pottery business on property shown at Tax Map 18, Lot 69 situated in the Business District and owned by Kenneth Bergeron subject to approval by Code Enforcement and Fire Department and also to approve the application of Teresa Howard to install a 15 square foot attached sign and a 16 square foot free-standing sign on the property. There was a second by McConnell. All were in favor. **Motion passed.**

- **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. The property is situated at 115 Homestead Highway and is shown at Tax Map 37, Lot 7 situated in the Business District.

**Public Hearing opened at 6:05 pm**

Nathan Chamberlain with Fieldstone Land Consultants, LLC was present to describe the project. He displayed the condominium plan layout and noted the driveways for the complex. He noted that the property drops off toward the rear of the property. He spoke briefly about the State subdivision approval process, needing building elevation and floor plan. Chamberlain said the buildings are ranch style, with no second story due to proximity to the airport. He noted the plan is designed to New Hampshire Department of Environmental Services (NH DES) Alteration of Terrain standards. He spoke about the landscaping plan. He said that water and sewer will be provided by public water and sewer. He showed the Board the lighting plan. He said the lighting is downcast LED lighting. Chamberlain said the Fire Department has requested that there be a fire lane with no parking. Parking for guests was briefly mentioned. He said the Federal Aviation Administration (FAA) has provided approval.

He went on to describe each unit which will be about 1,000 square feet. The units will have a patio in the back and will be two-bedroom units. No basements. Johnson asked about the exterior and Chamberlain said the exterior would be wood-frame construction with clapboard.

Carbonneau said she has received Declaration of By-Laws and that any approval would be subject to review by Town Counsel of the Declaration of By-Laws. She also noted that the application is such that the units could be apartment units, rather than condominiums; that will be a decision up to the owner, Paul Thomas. She also noted that the Zoning Board will be reviewing the request for Special Exception for multi-family development in a business zone.

**Public Hearing closed at 6:19 pm**

After a brief discussion where the Chair determined the Board had no issues with the plan, a motion was initiated.

**Motion** was made by McConnell to approve the application of Paul Thomas to construct four single story quad-plex buildings with associated parking and access, with an existing two story house on the property to remain, for a total housing of 17 housing units located on the property at 115 Homestead Highway and shown at Tax Map 37, Lot 7 situated in the Business District contingent upon copy of FAA approval, the NH DES sewer discharge permit, review by Town Counsel of condominium documents and

Attorney General's office approval for the condominium. There was a second by Skiba. All were in favor.  
**Motion passed.**

#### **OTHER APPLICATIONS**

##### **Attached Sign Application**

True North Networks, LLC requests permission to install 32 square foot attached sign on property situated at Tax Map 36, Lot 5 situated in the Business District. The property is owned by Furlone, LLC.

Skiba asked if this replaces the original sign, in the same location as the original sign. The response from Carbonneau is that it does and has the same square footage.

**Motion** was made by Skiba to approve the application of True North Networks, LLC for permission to install a 32 square foot attached sign on property situated at Tax Map 36, Lot 5 in the Business District and owned by Furlone, LLC. There was a second by McConnell. All were in favor. **Motion passed.**

#### **DISCUSSIONS/OTHER BUSINESS**

Carbonneau reminded the Board that Old Home Day is scheduled for Saturday, July 16, 2016 and the Town will have booths. She invited the members to participate in Old Home Day.

##### **Adjournment**

**Motion** to adjourn was made by Johnson. There was a second to the motion by McConnell, with all in favor.  
**Motion passed.** Adjournment occurred at 6:25 p.m.

Respectfully Submitted,



Beverly Bernard, Recording Secretary