Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – March 27, 2025
Whitcomb Hall, Main Street, Swanzey, NH

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.

CALL TO ORDER:
The meeting of the Swanzey Planning Board was called to order at 6:00 p.m. by Chair Scott Self. The meeting was held at Whitcomb Hall and via Zoom software for the public. Members present: Scott Self, Mark Scalera, Richard Lane, Victoria Ames, Brandon Self, Michael York, alternate Kristen Reynolds, Selectman's Rep Charlie Harbeck. Also present was Town Planner Adam Paquette. The Chair called the roll and read the agenda for the evening. A quorum was present.

Absent:
Alternate Michael Scungio, Alternate Jane Johnson

Others Present:

MINUTES:
- The meeting minutes of February 27, 2025 were considered. **Motion** was made by York to approve the meeting minutes. There was no second. No approval can be given because only 2 members from the last meeting were present. No vote can be made. Consideration of these minutes will continue at the next scheduled meeting.
- The meeting minutes of March 13, 2025 were considered. **Motion** was made by Lane to approve the meeting minutes. There was a second by B. Self. No further discussion. ***Motion passed.***

APPLICATIONS AND PUBLIC HEARING(S):

PB 25-002 – Site Plan Review (*Continued from 3/13/2025)* - Black Belt LLC has submitted an application for the construction of a drive-through restaurant at the southern corner of Marcy Hill Road and Route 12. The subject property is shown at Tax Map 220, Lot 5 and located in the Business District.

- Self states he would be in favor of extending the deadline to an additional 65 days to June 23.
- **Motion** by York to extend the deadline another 65 days. Second by B. Self. Scalera asks why the Board should extend the deadline 65 days, instead of a different deadline. Self states it gives the applicant ample time to complete their traffic study and site work. All in favor. ***Motion passed.***
- Amanda Gunseth asks why there is a push to extend the application deadline. She wants to understand the process. Self says there is not a push to extend the application deadline. The board cannot conceive a good reason why not to extend the deadline, and the board can extend to a time it chooses. Self says both parties need to agree, which happened.
- Gunseth explains that the wetlands on the property have extended with recent snowmelt and rain. Self explains that the wetlands will be discussed once the applicant is ready to present again.
- Self suggests we continue the public meeting to a date certain, instead of the next scheduled meeting.

- **Motion** by B.Self to continue the public hearing to May 8. Second by York. No further discussion. ***Motion passed.***
- Self explains to Gunseth the reasoning behind the extension.

Conditional Use Permits

- York asks why all special exceptions cannot be conditional uses.
- The board discusses the difference between special exceptions and conditional uses.
- Lane asks when we should start working with the Conservation Commission.
- B.Self asks if the cost to the applicant should be considered when reviewing a conditional use. The Board agrees it should.
- The board discusses driveway permits and what happens if they cross a wetland.
- The board discusses the new Zoning Ordinance and the Wetland Ordinance.
- Scalera asks for a joint meeting between the Conservation Commission and Planning Board.
- The Board further discusses working with the Conservation Commission on future applications.

Previous application discussion

- The Board discusses the status of previous applications.

Impact Fee Discussion

- York asks when we will start discussing impact fees.
- York discusses potential projects that would be subject to impact fees.
- The board and staff need to agree on who to charge fees to and when.
- York explains how impact fees could work.

Potential Legislation Discussion

- The Board discusses potential RSA changes.

ADJOURNMENT

Motion to adjourn was made by Scalera**.** There was a second to the motion by B.Self with no further discussion. All were in favor. ***Motion passed.*** Adjournment occurred at 6:52 p.m.

Next Meeting: April 10, 2025

Respectfully Submitted,
Adam Paquette, Town Planner

DRAFT