TOWN OF SWANZEY

OFFICE OF PLANNING AND ECONOMIC DEVELOPMENT

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Swanzey Planning Board Meeting Agenda
April 10, 2025
6:00 PM

The regular meeting of the Swanzey Planning Board will be held on **Thursday, April 10, 2025, at 6:00 p.m. The meeting is upstairs at Whitcomb Hall (17 Main Street, Swanzey).** The public may access the meeting via Zoom by going to www.zoom.us, using the Zoom App, or by calling (929) 205-6099 and entering Meeting ID number 235 370 4380. More information on public access to the meeting is available on the Town's website at: www.swanzeynh.gov.

1) Call to Order

2) Approval of Minutes

   A. February 27, 2025

   B. March 27, 2025

3) Public Hearings

4) Discussions/Other Business

   A. Other business as required

5) Adjournment

Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – February 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, Michael York, alternate Jane Johnson, and Board of Selectmen's Representative 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 Bryan Verdegaal, Alternate Steve Malone, Richard Lane (on zoom), Victoria Ames, Brandon Self, Mark Scalera

Others Present:
Ivy Robichaud with ReVision Energy, Dan Barowski with Fieldstone Land Consultants

MINUTES:
- The meeting Minutes of February 13, 2025 were considered. **Motion** was made by York to approve the meeting Minutes of February 13, 2025. There was a second by Johnson. All were in favor. ***Motion passed.***
- Amendments to be made:
    - After recusal, make a note of when Richard Lane rejoined the meeting.
    - On page 5 under items to be addressed, it should read trash fence, not trash vents.

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

PUBLIC HEARING(S)
PB #25-002 – Siter Plan Review (Continued from 2/13/2025):
Public hearing opened at 6:05
- Mark Beaudry presents for CivilWorks and updates the Board on the status of the project.
- Beaudry states that VHB has received a comprehensive scope of the traffic study but has not yet received a schedule or fee. Thus, a study has not yet been completed.
- Beaudry lists all items that VHB will be considering during their traffic study.
- Beaudry comments that the last minutes misrepresented what he said about the traffic study. This should be amended in the final minutes.
- Loading/unloading and emergency access will be shown with graphics during the next meeting.
- Beaudry states that the variance for the septic system was denied, and the special exception will be heard on March 3 by the ZBA.

- Beaudry formally requests a continuance until the next Planning Board meeting on March 13, 2025.
- York asks if the applicant has explored installing a slip lane along Marcy Hill Road. Beaudry states that he believes the drive through should be able to accommodate all traffic. He asks if the Board can clarify where the slip lane would go. Self states that the slip lane is only advisory because Beaudry is meeting Ordinance requirements with the current configuration. A slip lane would not be a requirement by the Board because the applicant is meeting requirements as is.
- Self asks where the septic system will go due to the denied variance.
- Beaudry shows where a new septic system would go, which would be on dryer parts of the property due west of the proposed structure.
- Self and Beaudry discuss potential zoning amendments and how that would affect the location of septic.
- Johnson asks about where the snow storage would be located, and Beaudry says they will show that and trash fences on the next iteration.
- Self states that the 65-day time period is running out and advises the applicant to be aware of that.
- Ellen Driscol asks about a potential tenant. Beaudry states that he has not heard any discussion on a fast-food restaurant because they have been more focused on coffee shops.
- Driscol and Self speak about when the applicant would have to come back in for a modification.
- Driscol asks about different driveway locations and why it has been altered from the original plan. Self states that Route 12 and Marcy Hill Road have different traffic volumes.
- Beaudry says that the traffic study will be very comprehensive and done to DOT standards.
- Beaudry clarifies entrance and exit locations for Marcy Hill Road residents.
- Johnson makes a **motion** to continue the public hearing to March 13. There was a second by York. All were in favor. ***Motion passed.***

PB 25-003 – Site Plan Review (Public Hearing Required):

- The Board goes over waivers being requested. All waivers are requested because many of the checklist items do not apply to the proposed use.
- York **moves** to approve all waivers. There was a second by Harbeck. All were in favor. ***Motion passed.***
- York **moves** that the application is complete. There was a second by Harbeck. All were in favor. ***Motion passed.***
- **Public Hearing opens at 6:33pm**
- Robichaud starts going over the application
- York asks where the electricity will be going and Robichaud states that the electricity will be tied behind the meter at the treatment plant. The Town will receive credits for other municipal utility accounts.
- York asks if it will help the rates of people close by the plant.
- Robichaud says that the utility company won't need to upgrade lines as quickly, which is one of the benefits.
- Self asks if the transformers will be upgraded and Robichaud confirms they will be.
- Self asks if the upgrade is for the outflow of electricity and Robichaud confirms.
- Robichaud says the meter will be at the pole by the gate. Utility will replace the meter with a net meter to show in/out flow.
- Lane asks who will be maintaining the system. Robichaud states that the Town will maintain, and ReVision is available to guide if needed. She states the lifespan is roughly 40 years.
- Lane asks if the array will be fenced in. Robichaud states the whole lot is already fenced in so there is no need to fence in just the array.
- Self asks if there are credits awarded to the town. Robichaud states the Town will get renewable energy credits which the Town can sell every year. 100kw system might generate 2 – 3 thousand dollars of worth.
- Self asks if everything is underground, Robichaud confirms. Robichaud says where things will be routed.
- Self asks about the plant losing power. Robichaud says the system will be separated from the generator. Self and

Robichaud talk about the system hooking into the main panel.

- Ken Greatbatch asks about ownership of the meters. Robichaud says the utility company owns the meter and it will be net metering.
- Ken asks if the array can meet 100% of the power requirements for the treatment plant. Robichaud states the array will produce more than what the site requires.
- The group discusses how many amps each panel will produce.
- Harbeck asks about the number of panels, and Robichaud answers 208.
- Harback asks about the area being used for the panels and the group reviews the presented site plan.
- Lane asks if the treatment plant will be expanded, and Self answers that it would expand at some point, but maybe not in size. Self and Lane discuss how the plant could possibly expand in the future.
- Greatbatch asks if this is grant funded, and the consensus was yes.
- The public hearing closed at 6:51pm.
- York makes a **motion** to approve the application as presented. There was a second by Harbeck. All were in favor. ***Motion passed.***

PB 25-004 – Subdivision (public hearing required)

- Barowski goes through the application checklist and explains waivers being requested.
- York **moves** to grant all waivers. There was a second by Johnson. All were in favor. ***Motion passed.***
- Harbeck **moves** that application is complete. There was a second by Johnson. All were in favor. ***Motion passed.***
- **Public hearing opens at 6:58pm**
- Barowski shows the Board where wetlands are located.
- Barowski states that the subdivision will not create any nonconforming lots.
- Self about stud locations and Barowski answers.
- Public hearing closes at 7:01pm
- York makes a motion to approve. There was a second by Harbeck. All were in favor. ***Motion passed.***

Other Business

- Paquette states that the group will be discussing conditional use permits in March.
- York states the group will be discussing impact fees in March.
- Paquette states that he wants to start recruiting alternates.
- Lane and Self discuss site plan review regulations and when the Board can waive requirements.
- Self explains there may be training available soon. Paquette will keep the Boards updated on dates.

ADJOURNMENT

Motion to adjourn was made by Johnson. There was a second to the motion by Harbeck with no further discussion. All were in favor. ***Motion passed.*** Adjournment occurred at 7:10 pm.

Next Meeting: March 13, 2025

Respectfully Submitted,

Adam Paquette, Town Planner

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

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