TOWN OF SWANZEY

OFFICE OF PLANNING AND ECONOMIC DEVELOPMENT

Phone: 603-352-7411 ext. 108
Email: planner@swanzeynh.gov
Web: www.swanzeynh.gov
Address: 620 Old Homestead Hwy

Swanzey Planning Board Agenda
November 6, 2025
6:00 PM

A regular meeting of the Swanzey Planning Board will be held on **Thursday, November 6, 2025, at 6:00 p.m. The meeting is upstairs at Whitcomb Hall (17 Main Street, Swanzey).** The meeting will also be live streamed on the Town of Swanzey's YouTube page. 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. October 23, 2025

3) Public Hearings

A. **PB 25-015 – Patten Oil Site Plan:** Mark Patten proposes the construction of a 1,350-square-foot parking area to accommodate two oil trucks and one box truck for use by Patten Oil. The property is in the Business District at Tax Map 102, Lot 13.

B. **PB 25-016 – Patten Oil Home Based Business:** This application supports Patten Oil's office operations and includes parking for two oil trucks and one box truck, in coordination with the site plan application.

4) Discussions/Other Business

A. Chad Brennon – Rezone Proposal

B. Warrant Article Discussion – Rough Draft of Amendments and Discussion

C. Planning priorities – Strategic Discussion on Ordinance Revisions

5) Adjournment

Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – **October 23, 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 6pm by Chair Scott Self. The meeting was held at Whitcomb Hall and via Zoom software for the public. Other members present: Victoria Ames, Richard Lane, Mark Scalera, Alternate Stacey Goodale, and Selectman's Representative Mark LaBelle. Also present was Town Planner Adam Paquette and Recording Secretary Susan Ells.

The Chair called the roll and read the agenda for the evening. A quorum was present.

Absent: Vice Chair Mike York, Brandon Self, Alternate Jane Johnson

SEATING ALTERNATES:
The chair seated Stacey Goodale for Michael York

Others Present:
Kai Kraemer with FACT TV, Charlie Harbeck

MINUTES:
The meeting minutes of **October 9, 2025** were considered. A motion was made by Lane to approve the meeting minutes as presented. There was a second by LaBelle**.** Lane pointed out corrections to two future meeting dates. There was no further discussion. Scalera abstained, and the others voted for the motion; the motion passed.

APPLICATIONS AND PUBLIC HEARING(S):
None

Discussions and Other Business:
A. Chad Branon – Rezone Proposal – tabled to another meeting

B. Wetland Conservation District – Public Hearing Date and Brief Discussion
The group reviewed the document. There were 2 changes made by the attorney. Discussion about Item I Special Provisions #2 which was changed slightly.

C. Warrant Article Discussion – Rough Draft of Amendments and Discussion
Paquette reviewed the amendments he is proposing for the ballot. Most are mandated by the State.

- Amendment 4 – remove the language requiring 2 family dwellings to obtain special exceptions. There was discussion regarding the purpose. *The board will take time to consider this.*
- Amendment 6 – changing number of units from 3 to 12 units per acre to match the business zone and removing the reference to 2 family dwellings. *The board will take time to consider this.*

- Scalera asked if they could learn what the vacancies are for the new apartments in town. Paquette said he could investigate that.
- Amendment 7 – Add 2 family dwellings to permitted uses
- Amendment 8 – would like to change the number of units in the Business district from five to three. Chair Self explained that the higher number of units required was to preserve the business land for business use. Paquette proposed changing the wording in the ordinance to state more than 2, rather than 3 or more. The consensus was to keep the number at 5.
- Amendment 9 – Changing the wording as required by SB 284 regarding off-street parking.

Paquette believes that the State will mandate a change to lot sizes next year and suggested getting ahead of it and change from 1 acre to ½ acre. This is something to consider in the next year.

Paquette is budgeting for a consultant to look over the ordinance. He'd hire someone to review and make suggestions for a rewrite. Ames suggested the board rewrite it and someone review it. Paquette emphasized how much time this would take for the board to take on the project. It could take several years. *Since the whole board is not present, this subject will be reviewed at another meeting.*

ADJOURNMENT
A motion to adjourn was made by Lane. There was a second to the motion by Goodale with no further discussion. All were in favor and the m*otion passed.* Adjournment occurred at 6:59pm.

Next Meeting: November 6, 2025

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on

DRAFT

TOWN OF SWANZEY

OFFICE OF PLANNING AND ECONOMIC DEVELOPMENT

Phone: 603-352-7411 ext. 108
Email: planner@swanzeynh.gov
Web: www.swanzeynh.gov
Address: 620 Old Homestead Hwy

Memorandum – Office of Planning and Economic Development

TO: Planning Board

FROM: Adam Paquette, Town Planner

DATE: October 30, 2025

RE: Site Plan and Home-Based Business Applications – PB 25-015 & PB 25-016 – Patten Oil – 42 Monadnock Highway

Summary:

Mark Patten has submitted a Site Plan Review application for the construction of a 1,350 square foot parking area to accommodate two oil trucks and one box truck for use by Patten Oil. This application is being submitted in conjunction with a Home-Based Business application, as Mr. Patten will also reside at 42 Monadnock Highway and will require space to support the office operations of Patten Oil. The subject property is identified as Tax Map 102 Lot 13, and is in the Business District.

Mr. Patten has completed the required checklist and indicated that items 14–25 are not applicable to the proposed project.

Notice of the public hearing was mailed to abutting property owners on October 21. The notice was also posted in three public locations, on the Town's website on October 21, and published in the *Keene Sentinel* on November 1.

Department Heads were notified of the application on October 21. As of the date of this memorandum, no concerns have been raised. Any comments received prior to the Planning Board meeting will be reported at the public hearing.

Development overview:

The subject property is 0.64 acres in size and is located on the east side of NH Route 12 at its intersection with Young Court. The lot has approximately 180 feet of frontage along NH Route 12 and 160 feet of frontage along Young Court. There are two existing curb cuts, one on each roadway. The site is currently developed with a single-family dwelling and a large, detached garage.

The proposed 1,350 square foot parking area would be located on the southeastern portion of the property and would utilize the existing driveway layout. No new curb cuts are proposed. Mr. Patten is not proposing to pave the parking area; instead, it will consist of paving stones with crushed rock surrounding the site. The submitted site plan does not include further construction or design details at this time.

Applicable Ordinances and Regulations:

B. BUSINESS DISTRICT.

1. USES PERMITTED. In the Business District, no buildings or premises shall be erected, altered or used and no land shall be used for any purpose except:

l. Home occupation and home-based business; (Amended March 12, 2019)

Applicable Site Plan Review Regulations:

SECTION VIII. GENERAL STANDARDS

1. Design of development should conform to the existing natural and manmade environments with as little disturbance as possible.

a. Site preparation is to be conducted with minimal disturbance to existing vegetation. Stripped topsoil is to be piled and reused on the site where needed. A minimum of four (4) inches of topsoil is to be placed on the disturbed area. The site shall be adequately landscaped, in accordance with a landscape plan approved by the Planning Board. The Planning Board may, in its discretion, require a separate landscaping plan.

b. Grading and filling must be conducted so that there is no net increase in surface and subsurface drainage toward or across abutting properties unless an easement is obtained from the abutting landowner and recorded in the Cheshire County Registry of Deeds.

2. Off-street parking and loading requirements.

a. Sufficient off-street loading and/or unloading space must be provided, including off-street areas for maneuvering of anticipated trucks or other vehicles. Maneuvering for parking and/or loading areas must not take place on a public street.

c. Access, parking and loading areas shall have a surface of rolled or compacted cinders, gravel, paving or other suitable materials to prevent dust, erosion and runoff conditions that would have detrimental effect(s) on abutting or neighboring properties. Permeable pavement may be used which might reduce the need for installation of drainage facilities to accommodate runoff; however, the Board may require that access, parking and loading areas be conventionally paved, if deemed appropriate.

d. Access, parking and loading areas shall be graded to prevent drainage across sidewalks, curb cuts, adjacent properties, or onto public streets and shall have a maximum grade of five per cent (5%) and a minimum grade of not less than one-half per cent (0.5%).

g. Landscaping in Parking Areas:

i. Parking areas shall be landscaped with trees and shrubs to effectively reduce the visual impact of glare, headlights and parking lot lights from the public right-of-way and from adjacent properties.

ii. A minimum of one (1) tree 3" in diameter required for every thirty (30) feet along the perimeter of the parking area where parking spaces are provided.

5. Landscaping and Screening

b. GENERAL STANDARDS

ii. Landscaping and screening shall be provided at the discretion of the Planning Board with proper regard to adjacent properties, the public highway and within the site, including interior landscaping and parking areas.

c. SPECIFIC STANDARDS

i. Landscaped buffers between different uses of land

1. Landscaping shall be used to form a buffer between nonresidential and residential uses. Landscaping shall be used to form a buffer between single-family and multi-family projects, especially when multi-family units are different in height, form, and/or material than adjacent single-family units. The Planning Board may specify the appropriate size and nature of the landscaped buffer.

2. A non-residential use shall be screened from the abutting residential dwelling by a fence, hedge, berm, vegetative planting or other screening material. The Planning Board may request a combination of these screening materials.

Staff Comments:

1. The Planning Board should review the Site Plan Review Regulations stated above to see if this development should meet those standards.
2. The Home-Based Business application is reliant on the Site Plan application. Without site plan approval, the home-based business cannot exist.

Attachments:

a. Site Plan Review Application
b. Site Plan
c. Tax Map

SWANZEY PLANNING BOARD
P. O. Box 10009 Swanzey, NH 03446
Email: planner@swanzeynh.gov

RECEIVED
OCT 15 2025
TOWN OF SWANZEY

SITE PLAN REVIEW APPLICATION FORM AND CHECKLIST

Date Received_____ By_____

APPLICATION PROCEDURE

1. This form and all required information must be filed with the Planning Office at least 21 days prior to the date at which it will be submitted to the Planning Board. Unless otherwise noticed, the Planning Board meets on the second and fourth Thursdays of every month.

2. Four (4) paper copies of the application shall be submitted, in addition to an electronic submittal in Portable Document Format (*pdf), either by email or on a CD or flash drive.

3. All projects must comply with the Town's Zoning Ordinance and other applicable regulations before being considered by the Planning Board. Any necessary approvals from the Zoning Board of Adjustment must be received prior to application to the Planning Board.

4. Included herein is the checklist of plat requirements that are part of a completed application. Please check the documentation that has been submitted, or items for which waivers are being requested. All requests for waivers must be submitted in writing at the time of application, and include the justification for the request.

5. Within 30 days after filing, or the next meeting for which notice can be given, the application will be placed on the Planning Board's agenda. At this meeting the Board will vote to accept or not accept the application as complete. Following a vote to accept, the Board will either move into public hearing or schedule a public hearing for a time and date certain. The Board will vote to approve or disapprove the application no later than 65 days from the vote of acceptance.

6. The required public notices and certified mailings are prepared and sent by the Planning Office. The applicant is responsible for all fees associated with filing and notification.

7. Within five (5) business days of the vote to approve or disapprove the application, the applicant will receive a written Notice of Decision. In the event of disapproval, the notice will include the reasons for the decision and state what corrective action needs to be taken by the applicant.

1. Name and address of owner(s) of record:
James Devine 697 Centre Street, Sullivan NH 03445

Preferred Telephone: 603-847-9636 Email:

2. Name and address of applicant (if different):
Mark Patten ~~42 Homestead HWY~~, North Swanzey, NH 03431 Mailing: P O Box 968, Keene NH 03431
42 Monadnock HWY

Preferred Telephone: 603-352-7444 Email: mpatten146@gmail.com

3. Name and address of surveyor or other professional whose name and seal appear on the plat:

Preferred Telephone: Email:

4. Street Address of Proposed Project: ~~42 Homestead HWY~~, North Swanzey

5. Zoning District(s): Business 42 Monadnock HWY Tax Map# 102 Lot#(s) 13

6. Proposed Permitted Use (Per Zoning): Service Establishment/Accessory Use Home-Based Business

7. Project Name: Patten Energy

8. Area of Lot in Square Feet and Acres: .0.64 Acres

9. Traffic Volume on Adjacent Major Streets: 2 times per day

10. Projected Number of Vehicle Movements On and Off the Property Per Day: 4

11. Gross Floor Area of Existing Buildings (Square Feet): 60 x 30

12. Gross Floor Area of Additions (Square Feet):

13. Gross Floor Area of New Buildings (Square Feet):

14. Total Number of Employees: 3

15. Hours of Operation: M - F 8am - 4pm

The following items must be submitted with the application:

1. Attach a separate sheet listing Town of Swanzey Tax Map and Lot #, name and mailing address of all abutters, including those across a street, brook or stream; any professional whose name and stamp appears on the plat; and any holders of conservation preservation, or agricultural preservation restrictions. Abutter names should be those of current owners as recorded in the tax records five (5) days prior to the submission of the application.
2. A completed checklist (see attached).
3. Payment of all applicable fees. Applicants will be billed prior to the hearing. The application will not be considered by the Planning Board until such time as all fees are paid. Please refer to the Swanzey Site Plan Review Regulations for the complete list of applicable fees.

The following affidavits must be signed and dated:

The Applicant and/or owner or agent certifies that this application is correctly completed with all required attachments and requirements and that any additional costs for engineering or professional services incurred by the Planning Board or the Town of Swanzey in the final review process of the property shall be borne by the Applicant and/or owner.

15 OCT 2025 _____
Date

_____
Signature

I hereby authorize the Swanzey Planning Board and its agents to access my land for the purpose of reviewing the proposed site plan, performing road inspections and any other inspections deemed necessary by the Board or its agents, to ensure conformance of the on-site improvements with the approved plan and all Town of Swanzey ordinances and regulations.

Oct 15, 2025 _____
Date

Mark Fetten _____
Signature

I hereby authorize_____ to act as my agent and represent me before the Swanzey Planning Board.

Signed (Owner):_____ Date:_____

Signed (Agent):_____ Date:_____

FEE SCHEDULE

1. Filing Fee (See Attached Fee Schedule): $_____
2. Public Notice Fee: Current rates for Keene Sentinel. $_____
3. Certified Mail: Current rate for mail. $_____

Total Application Filing Fees: $_____

FOR PLANNING BOARD USE ONLY

Comments:

The above application was ☐ approved ☐ denied by the Swanzey Planning Board.

Date:_____

PLAT SUBMISSION CHECKLIST

Please note that this checklist is for administrative efficiency. Please refer to the Swanzey Site Plan Review Regulations to ensure that all requirements are being met.

Item #	Submission Requirement:	Submitted		
		Yes	No	Waiver
1.	Name and address of owner.	☑	☐	
2.	Tax map and lot number.	☑	☐	
3.	North arrow, written and graphic scale of 1" = 30'.	☑	☐	
4.	Name and address of plat preparer.	☑	☐	
5.	Vicinity sketch.	☑	☐	
6.	Names and addresses of all abutting landowners.	☑	☐	
7.	Physical features and uses of land within 200 feet of the site.	☑	☐	
8.	Perimeter boundary lines and the lot area is square feet and acres.	☑	☐	
9.	The shape, size, height, location and use of existing structures on the site, and those that are proposed.	☑	☐	
10.	Location, name and widths of any existing and proposed roads on the property.	☑	☐	
11.	Identification of access from the site to public streets, sight distances from the access points, curb cuts and proposed changes (if any) to existing streets.	☑	☐	
12.	Location and number of parking and loading spaces.	☑	☐	
13.	Landscape Plan.	☑	☐	
14.	Location, type and nature of all existing and proposed lighting.	☐	☑	
15.	Natural features such as waterbodies, ledge outcropping, wetlands, etc.	☐	☑	
16.	Existing and proposed grades and topographic contours at 5-foot intervals.	☐	☑	
17.	The size and accurate location of all existing and proposed water mains, culverts, fire hydrants and fire ponds.	☐	☑	
18.	Means of providing water supply.	☐	☑	
19.	Surface drainage patterns.	☐	☑	
20.	Copy of certification by a licensed septic designer that the existing system is sufficient for existing and proposed use.	☐	☑	
21.	Location and type of proposed sewage disposal system.	☐	☑	
22.	Location of existing and proposed on-site well showing 75-foot radius.	☐	☑	
23.	Soil survey data from Cheshire County Soil Survey.	☐	☑	
24.	Location of any existing or proposed easements, deed restrictions and/or covenants.	☐	☑	
25.	Architectural Plans.	☐	☑	

Town of Swanzey, NH

October 15, 2025

1 inch = 30 Feet

0 30' 30 60 90

CAI Technologies
Precision Mapping Geospatial Solutions

www.cai-tech.com

YOUNG C

143.04'

68'

60'

0.25 AcC

11

0.25 AcC

180.69'

3

0.52 AcC

75'

180.44'

160'

12

0.31 AcC

160'

DRIVEWAY

180'

7

Young Ct

HOUSE

GARAGE

75'

To be Taken Down

13

0.64 AcC

64'

264'

30'

Oil Truck

Oil Truck

Box Truck

160'

45'

19'

46'

180'

12

14

1.0 AcC

MONDADNOC

21.12'

64.62'

165'

2

1.6 AcC

68.68'

38.32'

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

70 feet Abutters List Report

Swanzey, NH
October 15, 2025

Subject Property:

Parcel Number:	102-013-000	Mailing Address:	DEVINE II, JAMES H
CAMA Number:	102-013-000-000		697 CENTER ST
Property Address:	42 MONADNOCK HWY		SULLIVAN, NH 03445

Abutters:

Parcel Number:	101-060-000	Mailing Address:	GLOBAL MONTELLO GROUP CORP
CAMA Number:	101-060-000-000		C/O TAX DEPT. 800 SOUTH ST, SUITE
Property Address:	37 MONADNOCK HWY		500, PO BO
			WALTHAM, MA 02454
Parcel Number:	102-002-000	Mailing Address:	S S BAKER'S REALTY CO LLC
CAMA Number:	102-002-000-000		428 MAIN ST
Property Address:	47 MONADNOCK HWY		KEENE, NH 03431
Parcel Number:	102-003-000	Mailing Address:	BUNKER, VICTORIA L
CAMA Number:	102-003-000-000		2 YOUNG CT
Property Address:	2 YOUNG CT		NORTH SWANZEY, NH 03431
Parcel Number:	102-004-000	Mailing Address:	GORDON, TAMMY J
CAMA Number:	102-004-000-000		6 YOUNG CT
Property Address:	6 YOUNG CT		N. SWANZEY, NH 03431
Parcel Number:	102-012-000	Mailing Address:	BENSON-MCCARTHY, MARGARET LOU
CAMA Number:	102-012-000-000		7 YOUNG CT
Property Address:	7 YOUNG CT		N. SWANZEY, NH 03431
Parcel Number:	102-013-000	Mailing Address:	DEVINE II, JAMES H
CAMA Number:	102-013-000-000		697 CENTER ST
Property Address:	42 MONADNOCK HWY		SULLIVAN, NH 03445
Parcel Number:	102-014-000	Mailing Address:	LAMPINEN, SHANE
CAMA Number:	102-014-000-000		PO BOX 10084
Property Address:	50 MONADNOCK HWY		SWANZEY, NH 03446

Revised April 23, 2019

TOWN OF SWANZEY

HOME-BASED BUSINESS APPLICATION PACKET

PLEASE READ INSTRUCTIONS CAREFULLY

Applications for Home-Based Businesses will be processed through the Planning Board as follows:

(1) The application must first be submitted to the Town of Swanzey Selectmen for approval/disapproval for use as a Home-Based Business; and

(2) After being qualified as a Home-Based Business, the Application for Home-Based Business and an abutter list must be submitted to the Planning Board three weeks prior to the next regularly scheduled meeting.

(3) A public hearing will be scheduled and abutters will be notified by certified mail.

Fees:

Application Fee - $25.00

Legal Notice (Keene Sentinel) and Certified Mail Notice to abutters will be billed at current rates.

The Applicant will be billed prior to hearing. THE APPLICATION WILL NOT BE CONSIDERED BY THE PLANNING BOARD UNTIL SUCH TIME AS ALL FEES ARE PAID.

Section III.U. of the Swanzey Zoning Ordinance

U. HOME OCCUPATIONS AND HOME-BASED BUSINESSES (Amended March 12, 2019)

2. Home-Based Businesses may be allowed in all districts provided that the criteria below are met:

a. No home-based business shall be conducted at any dwelling unless and until it has undergone Site Plan Review by the Planning Board to determine that the proposed use complies in all respects with the provisions of this ordinance and the standards set forth in the Site Plan Review regulations;

b. The use does not result in the alteration of the residential appearance of the dwelling unit or the lot on which it is located and is clearly incidental to its use as a residence;

c. The use does not result in the production of any offensive noise, vibration, light, odor, dust, smoke or other pollution external to the property and will not cause any pollutants to enter the sewer system;

d. The maximum number of vehicle trips permitted per day to the premises related to the home-based business shall be determined by the Planning Board on a case-by-case basis and imposed as a condition of site plan review approval. No on-street parking associated with the home-based business shall be permitted;

e. It is not identified by any external on-premises advertising other than a small sign not exceeding four (4) square feet. Off premises signage identifying the location of the property or home-based business shall not be permitted;

f. Home-based businesses may occur within the dwelling unit and/or within an accessory structure subject to the condition that the home-based business does not result in the use of any area greater than 500 square feet;

g. There shall be no more than 3 people (whether full or part time), at least one of whom shall be an inhabitant of the dwelling, engaged or employed in the home-based business;

h. The following uses may qualify as home-based businesses: Hairdressing, dressmaking, tutoring, offices for lawyers, engineers, architects, real estate brokers, accountants, mobile veterinarians, shoe

repair, light machine work and woodworking, and excluding doctors, dentists, and veterinarians.

i. The maximum number of vehicles permitted to be stored outside shall be determined by the Planning Board on a case-by-case basis and imposed as a condition of site plan review approval;

j. Any applicant proposing a Home-Based Business shall clearly and fully state the type and amount of equipment required to conduct the use and the Planning Board may limit the number of hours that any machines or equipment may be used. Expansion of the number and kinds of equipment used in the Home-Based Business will require subsequent approval from the Planning Board.

Definition of Home-Based Business as set forth in the Swanzey Zoning Ordinance:

Home-Based Business: A commercial use not otherwise permitted in the zone conducted by not more than three people (at least one of whom is an inhabitant of the dwelling), which is clearly incidental and secondary to the use of the premises for dwelling purposes and does not change the residential character thereof. See Section III.U. for additional requirements. (Adopted March 12, 2019)

HOME-BASED BUSINESS APPLICATION
TOWN OF SWANZEY (REV. 4/23/19)

"HOME-BASED BUSINESS: A commercial use not otherwise permitted in the zone conducted by not more than three people (at least one of whom is an inhabitant of the dwelling), which is clearly incidental and secondary to the use of the premises for dwelling purposes and does not change the residential character thereof."

Date Received Stamp

Name, mailing address & telephone # of Applicant
Mark Patten PO Box 968, Keene, NH 03431
(603) 352-7444

Tax Map and Lot #	**Zoning District**
102/13/0/0/0	Business/North Swanzey Fire District

Type of Business (describe briefly)
Home heating oil. Business office located onsite and 2 oil delivery trucks. The trucks are new with latest safety features.

Location of Business on property (in home, garage, attached building, etc. Attach a photograph of the area in which the home occupation is located and a site plan of property.)
Office is front room facing road. Truck parking is outside

Proposed Hours and Days of Operation	**Number of Full-Time Employees** 2
M - F 8 am to 4 pm	**Number of Part-Time Employees**_____
Estimated Customers Per Day 0-1	**Parking Spaces Planned** 2

Deliveries and/or Pickups (How many per day or week? And by what means? UPS, Pick-up, truck, large van, etc.)
0-1 Fed Ex, UPS, etc.

Outside Lighting (describe briefly	**Special Licenses/Permits Required**
Existing lighting on front and back door	None

Sign – <u>not to exceed 4 s.f.</u> (describe briefly & attach copy of completed sign application)
Already approved by Planning Board

HOME-BASED BUSINESS APPLICATION – PAGE TWO
TOWN OF SWANZEY (REV. 3/31/09)

Fees:

Application Fee - $25.00

Legal Notice (Keene Sentinel) and Certified Mail Notice to abutters will be billed at current rates. Applicant will be billed prior to hearing. THE APPLICATION WILL NOT BE CONSIDERED BY THE PLANNING BOARD UNTIL SUCH TIME AS ALL FEES ARE PAID.

NEED APPLICANT SIGNATURE BEFORE REVIEW

Date: 10/31/2025

Mark Patten
Signature of Applicant

Signature of Property Owner

FOR BOARD OF SELECTMEN USE ONLY
Comments:

The above application was ☐ approved ☐ denied for use as a home-based business by the Swanzey Board of Selectmen.

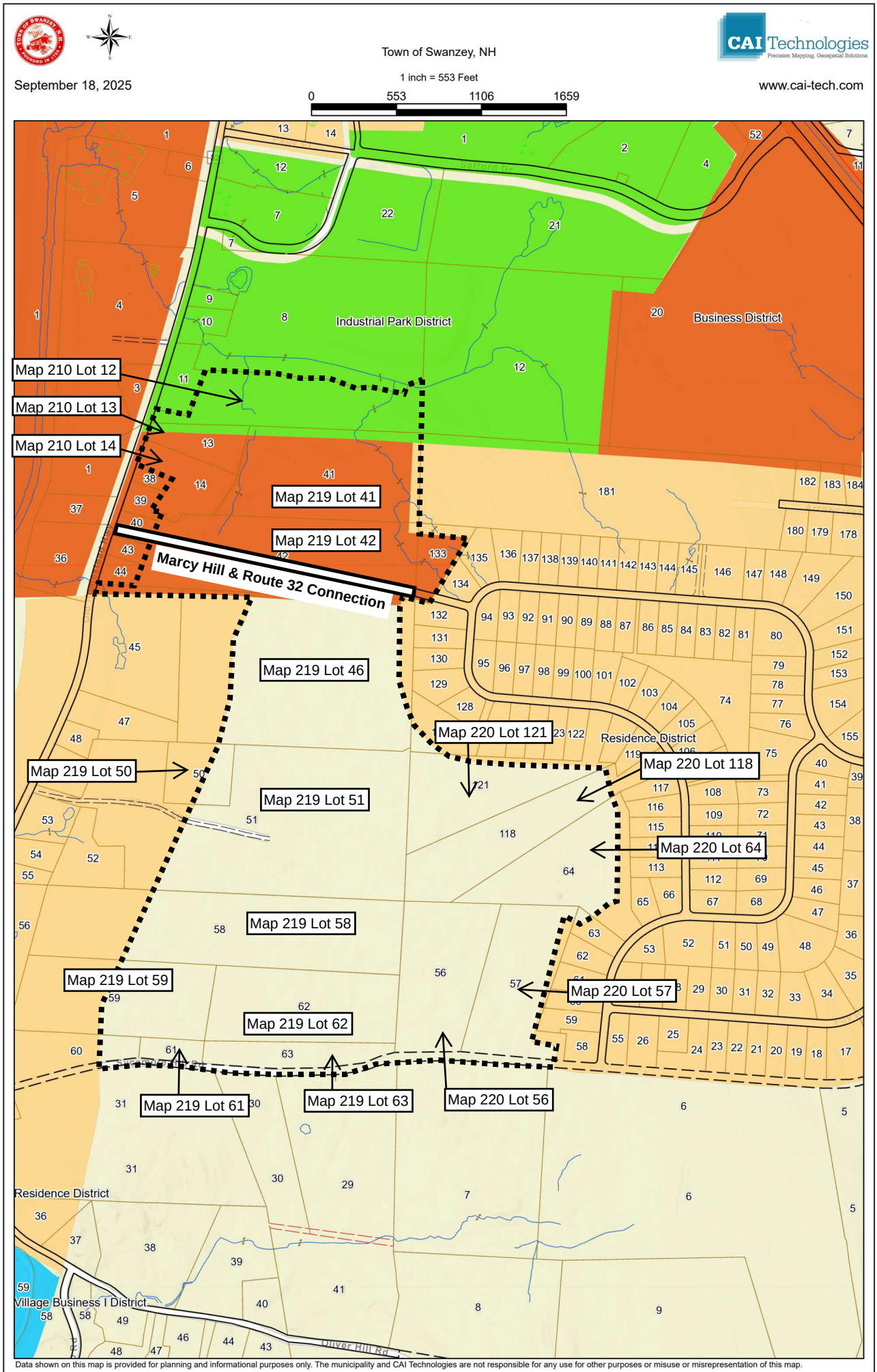
Date:_____

Chair Board of Selectmen

FOR PLANNING BOARD USE ONLY
Comments:

The above application was ☐ approved ☐ denied for use as a home-based business by the Swanzey Planning Board.

Date:_____



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

Article 2 To vote by ballot on the following amendments proposed by the Swanzey Planning Board to the Town of Swanzey Zoning Ordinance (new text in *italics*, deleted text in ~~strikethrough~~):

Amendment No. 1 Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board to replace Section VII of the Town of Swanzey Zoning Ordinance with a new Section VII, in order to amend the definition of the Wetlands Conservation District, establish revised provisions for permitted uses, and adopt a procedure for conditional uses?

The full language of this amendment is available for inspection at the Town Clerk's office.

Amendment No. 2 Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board, to amend the Swanzey Zoning Ordinance as follows:

Amend Section III-AA, Article A.3 and A.6 to read as follows:

> **A. Attached** accessory dwelling units (AADU) shall be permitted as an accessory use in all zoning districts that permit single-family dwellings. One attached accessory dwelling unit shall be allowed without additional requirements for lot size, frontage, space limitations, or other controls beyond what would be required for a single-family dwelling without an attached accessory dwelling unit.
>
> ~~3. An interior door shall be provided between the principal dwelling unit and the attached accessory dwelling unit. A second means of egress from the AADU shall be provided.~~
>
> 6. Adequate off-street parking shall be provided to serve the combined needs of the principal dwelling unit and the AADU. The principal dwelling unit shall provide two parking spaces; the AADU shall provide one parking space. ~~for each bedroom contained in the AADU.~~
>
> **Required by HB 577. If this fails, we need to insert technical note into ordinance.**

Amendment No. 3 Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board, to amend the Swanzey Zoning Ordinance as follows:

Amend Section III-AA, Article B and B.6 to read as follows:

> **B. Detached** Accessory Dwelling Units (DADU) shall be permitted ~~by Special Exception only~~ in all zoning districts that permit single-family dwellings. Only one DADU shall be allowed without additional requirements for lot size, frontage, space limitations, or other controls beyond what would be required for a single-family dwelling without a ~~detached accessory dwelling unit~~ *DADU.*
>
> ~~Requirements/Limitations~~
> ~~In granting a Special Exception for a DADU, the Zoning Board of Adjustment must find that:~~
> 6. Adequate off-street parking shall be provided to serve the combined needs of the principal dwelling unit and the DADU. The principal dwelling unit shall provide two parking spaces; the DADU shall provide one parking space. ~~for each bedroom contained in the DADU.~~
>
> **Required by HB 577. If this fails, we need to insert technical note into ordinance.**

Amendment No. 4 Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board, to amend the Swanzey Zoning Ordinance as follows:

Amend Section IV, Article A.1.b to read as follows:

1. ~~PERMITTED USES~~ USES PERMITTED. In the Rural/Agricultural District, no buildings or premises shall be erected, altered or used and no land shall be used for any purposes except:

> b. ~~(Item moved to Section IV.A.2.j. Amended March 10, 1998)~~ *Two-family dwelling;*

Amendment No. 5 Are you in favor of the adoption of Amendment No. 5 as proposed by the Planning Board, to amend the Swanzey Zoning Ordinance as follows:

Amend Section IV, Article A.2.g to read as follows:

2. In addition to the aforementioned permitted uses, the following are permitted after the issuance of a Special Exception by the Board of Adjustment:

> ~~g. Two-family dwelling. The Density requirement for a two-family dwelling shall be three and one-half (3-1/2) acres, unless connected to public sewer;~~

Amendment No. 6 Are you in favor of the adoption of Amendment No. 6 as proposed by the Planning Board, to amend the Swanzey Zoning Ordinance as follows:

Amend Section IV, Article B.1.b and h to read as follows:

1. USES PERMITTED. In the Residence District, no building or premises shall be erected, altered or used and no land shall be used for any purpose except:

b. ~~Customary agricultural uses including gardens, nurseries and greenhouses~~ *Two-family dwelling;*

h. Customary agricultural uses including gardens, nurseries and greenhouses.

Amendment No.7 Are you in favor of the adoption of Amendment No. 7 as proposed by the Planning Board, to amend the Swanzey Zoning Ordinance as follows:

Amend Section IV, Article B.2.a and b to read as follows:

2. In addition to the aforementioned permitted uses, the following are permitted after the issuance of a Special Exception by the Board of Adjustment:

~~b. Two-family dwelling. The density requirement for a two-family dwelling shall be one and one-half (1-1/2) acres, unless connected to public sewer;~~

Amendment No. 8 Are you in favor of the adoption of Amendment No. 8 as proposed by the Planning Board, to amend the Swanzey Zoning Ordinance as follows:

Amend Section V, Article A.1.b and m to read as follows:

1. USES PERMITTED. In the Village Business District I no building or premises shall be erected, altered or used and no land shall be used for any purposes except:

b. ~~Restaurant~~ *Two-family dwelling;*

m. Restaurant.

Amendment No. 9 Are you in favor of the adoption of Amendment No. 9 as proposed by the Planning Board, to amend the Swanzey Zoning Ordinance as follows:

Amend Section V, Article A.2.c to read as follows:

2. In addition to the aforementioned permitted uses, the following are permitted after the issuance of a Special Exception by the Board of Adjustment: (Section V.A.2. Amended on March 9, 1999)

~~c. Two-family dwelling: The density requirement for a two-family dwelling shall be one and one half (1-1/2) acres, unless connected to public sewer.~~

Amendment No. 10 Are you in favor of the adoption of Amendment No. 10 as proposed by the Planning Board, to amend the Swanzey Zoning Ordinance as follows:

Amend Section III, Article Q.1 to read as follows:

1. Off-street parking shall be provided as shown in the following table:

One-family dwelling & two-family dwelling	~~2 spaces per unit~~ *1 space per unit*
Multi-family dwelling	~~1.5 spaces for 1st bedroom plus 0.5 spaces for each additional bedroom~~ *1 space per unit*

Required by SB 284. If this fails, we need to insert technical note into ordinance.

Amendment No. 11 Are you in favor of the adoption of Amendment No. 11 as proposed by the Planning Board, to amend the Swanzey Zoning Map as follows:

Rezone the following parcels to Residence District:

Map 210, Lots 12, 13, 14.

Map 219, Lots 41, 42, 46, 50, 51, 58, 59, 61, 62, 63.

Map 220, Lots 56, 57, 64, 118, 121.