Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – **April 9, 2026**
Whitcomb Hall, Main Street, Swanzey, NH

CALL TO ORDER:
The meeting of the Swanzey Planning Board was called to order at 6:00 pm by Chair Victoria Ames. The meeting was held at Whitcomb Hall and online for the public. Other members present: Vice Chair Scott Self, Michael York, Richard Lane, Brandon Self, Alternates Stacey Goodale, Jane Johnson, Charlie Harbeck, and Selectman's Representative Alan Gross. Also present was Town Planner Adam Paquette.

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

Absent:
Mark Scalera

SEATING ALTERNATES:
The chair seated Stacey Goodale for Mark Scalera

Others Present:
Kai Kraemer with FACT TV

MINUTES:
The meeting minutes of March 26, 2026, were considered. A motion was made by Brandon Self to approve the meeting minutes as presented. There was a second by Scott Self**.** All were in favor, with the exception of Alan Gross, who abstained. With no further discussion, the motion passed.

REGIONAL IMPACT
A Motion was made by Lane that there was no regional impact. There was a second by S. Self**.** All were in favor. With no further discussion, the motion passed.

APPLICATIONS AND PUBLIC HEARING(S):
PB 26-005 (CONTINUED FROM 3/26): ReVision Energy, on behalf of the City of Keene, have submitted a site plan review application for two ground mounted solar arrays on approximately 24 acres of undeveloped land at Dillant-Hopkins Airport. The project site spans both the rural/agricultural and residence districts at Tax Map 205 Lot 1

- Representatives from ReVision Energy have requested another continuance until the April 23 Planning Board meeting.
- Paquette gives an update on the status of the application. The applicant attended the Conservation Commission meeting on April 6 and is amending their landscaping plans.
- Lane moves to accept the continuance until the 23rd and B. Self seconds. All in favor, motion passed.

Discussions and Other Business:

- **85 Monadnock Highway New Tenant Application**
    - Jonathan Schimp has applied for a new tenant application at 85 Monadnock Highway, Tax Map 103 Lot 64.

- The board discusses if this use is similar to one that was previously on the property.
- York asks if oil will be stored on the property, Schimp clarifies that the trucks will be empty while they are parked on the property.
- S. Self makes a motion that the use is similar to a previous use and no public hearing is required, B. Self seconds. Further discussion follows.
- Lane states that the use differs enough from previous uses and should require site plan review.
- Ames askes where vehicles will be parked, applicant answers behind the garage.
- Lane asks if this proposal should go before the conservation commission. The general consensus is that if site plan review is needed, it will be sent to them.
- Ames asks Paquette if there would be a site plan on record showing the previous use, Paquette states that this has been used as a business for so long that records are sporadic. He will search the property files again.
- The Board discusses the merits of a site plan.
- Schimp reiterates that all trucks parked on site are empty. There is no fuel or septage in the trucks.
- The Board discusses the motion that the use is similar. S. self made the motion and B. self seconded. The board amends the motion that a site plan is needed. No further discussion. All in favor. Motion passed.
- Ames states the requirements for a site plan. The Board discusses site plan requirements with Schimp.

- **SWRPC – Ordinance Audit Initial Meeting**
  - Sarah Bollinger from Southwest Regional Planning Commission starts to speak about the audit for the Town of Swanzey Zoning Ordinance.
  - Bollinger refers to the scope of work for the audit.
  - Bollinger speaks about the need for a joint meeting between various different boards/committees/commissions.
  - Bollinger continues to touch on items that directly involve the Planning Board.
  - S. Self asks how other towns handled Town Meeting. Bollinger references another municipality and how their ordinance was reorganized. Any changes will need to be a separate warrant article.
  - Ames asks about organization and how information will be presented to the public. Paquette and Bollinger go over public outreach plans.
  - Ames asks about how information will be presented within the ordinance and makes recommendations with Paquette support.
  - Lane asks about the governance committee involvement and if roundtable sessions will still be happening. Paquette answers that roundtable sessions will start once this process gets started.
  - Paquette goes over various wants/needs, along with Ames.
  - Bollinger continues to go over benefits.
  - Bollinger finishes her presentation and thanks the Board for their time.

- **Conditional Use Permit Discussion**
  - The Wetlands Conditional Use Permit Application is discussed.
  - S. Self proposes changing No to N/A on the checklist. Board agrees. Paquette will make the change.

- The Board suggests a tiered fee system (residential, commercial with/without site plan)
- The Board suggests $25 for residential, $75 with site plan, $125 without site plan. Board agrees and Paquette will make the change.
- Motion to the above by B. Self, seconded by Lane. B. Self adds to accept current format to the motion, Lane seconds. All in favor. Motion carries.

- **Site Plan Review Regulation Discussion**
  - Paquette reads Cordell's Comments.
  - Lane asks if we discussed some of these last year, the board discusses further.
  - S. Self mentions that in 7.c, a compliance hearing should not be three years. The Board agrees.
  - B. Self makes a motion that 7.c should be one year, Lane seconds. All in favor, motion carries. Paquette will discuss further with Cordell.
  - Tentative May 14, 2026 Public Hearing.
  - Lane makes a motion to accept the proposed changes in 7.c, S. Self seconds. All in favor, Motion carries.

- **Board Member Code of Conduct Discussion**
  - Ames reads the memo provided by Paquette.
  - Ames addresses the Board and states her thanks to the Board for their service.
  - Ames asks how we review the property without a formal site visit, and Paquette clarifies that a formal site visit is permitted while adhering to the affidavits in some of our applications.
  - Gross makes a statement about Town liability.
  - S. Self states that the first two paragraphs of letter should be in rules of procedures, the Board agrees.
  - Ames wants to revisit conflict of interest and rules of procedure annually, the Board agrees.
  - The Board continues to discuss procedure of application review.
  - Ames notes that we should continue to make ordinance improvements

Other Discussion
- Ames states that the 2025 planners handbook is now available and the Town should look to print if feasible.
- Ames reviews an event she attended from Dartmouth called Stronger Towns, focusing on flooding.
- S. Self gives an update on the water and sewer advisory committee.
  - Keene wastewater has an open house on April 16, 2026
  - Sewer and water advisory committee is meeting at the wastewater treatment facility on April 23, 2026.

ADJOURNMENT
A motion to adjourn was made by Lane. There was a second to the motion by B. Self with no further discussion. All were in favor and the m*otion passed.* Adjournment occurred at 7:24pm.

Next Meeting: April 23, 2026

Respectfully Submitted by Adam Paquette
Approved on April 23, 2026