Town of Swanzey, New Hampshire
**Swanzey Planning Board**
Meeting Minutes – **July 23, 2026**
Whitcomb Hall, Main Street, Swanzey, NH

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

**Others Present:**
Kai Kraemer with FACT TV, John Noonan - Fieldstone Land Consultants, Sarah Bollinger – Southwest Region Planning Commission

**MINUTES:**
The meeting minutes of July 9, 2026, were considered. An amendment was recommended by Scott Self. A motion was made by Richard Lane to approve the meeting minutes as amended. There was a second by Scott Self**.** All were in favor. With no further discussion, the motion passed.

**PUBLIC COMMENT:**
John Noonan from Fieldstone Land Consultants represents EAI who is planning an expansion to their building; he is requesting a recommendation from the Board whether a new site plan application, a site plan modification, or a conditional use permit would be needed. Adam Paquette commented that he believes this expansion exceeds the scope of a site plan modification but noted that the Board could decide and added that he doesn't expect a need for a conditional use permit. Scott Self read the pertinent section of the Site Plan Regulations. The consensus of the Board would be to recommend a site plan modification.

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

Chair Ames opened the public hearing at 6:16

**PUBLIC HEARING:**
A. **Site Plan Review Regulation Changes**
The Board considered amending Section VII, Article 6.d of the Site Plan Review Regulations to clarify that a plat must be signed by a registered engineer or surveyor only if one was used to create it.

There was no public comment.

Chair Ames closed the public hearing at 6:18pm

**A motion was made by Brandon Self to approve the proposed change to the Site Plan Regulation. Mark Scalera seconded the motion; all were in favor and the motion passed unanimously.**

**Discussions and Other Business:**

**A. Home-Based Childcare Zoning: Discussion on SWRPC Memo**

Adam Paquette reviewed the memo provided by Sarah Bollinger regarding recent changes to the RSA; the Board discussed the content of the memo with Sarah. **Family Day Care homes** and **Group Family Day Care homes** are permitted by right as accessory use in residential homes. Regarding the third category, **Child Care Centers**, the Board needs to consider whether they would be allowed in Commercial/Industrial, Commercial, and Industrial Park Districts. Currently, they are allowed in Village Business District 1 and 2 and the Business District. A decision is also needed for rural/ag districts. Sarah strongly recommended consolidating the language used for the facilities since currently the terms **daycare facility**, **daycare or kindergarten facility**, and **childcare facility** are used in different zoning districts.

Adam reviewed the next steps and decisions needed. Sarah will revise the memo and send it to Adam.

Chair Ames mentioned that a citizen pointed out to her that the legal meeting postings such as in the Sentinel don't always have the full address of the property being discussed; Adam replied that it is generally because there hasn't been one assigned yet, or to save on the size of the posting to save money. He said that the Map and Lot numbers are posted and that is all that is legally required.

**ADJOURNMENT**

A motion to adjourn was made by Brandon Self. There was a second to the motion by Richard Lane with no further discussion. All were in favor and the m*otion passed.* Adjournment occurred at 7:20pm.

**Next Meeting: August 13, 2026**

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on August 13, 2026