



# SWANZEY PLANNING BOARD MEETING

March 12, 2020

## AGENDA

The regular meeting of the Swansey Planning Board will be held on Thursday, March 12, 2020 at 6:00 p.m. at **Whitcomb Hall, 17 Main Street, Swansey**. The agenda is as follows:

- A. MINUTES of February 27, 2020
- B. APPOINTMENT OF OFFICERS
- C. APPLICATIONS. Upon a finding by the Planning Board that an application listed below meets the submission requirements of the Site Plan Review or Subdivision regulations, the Board will vote to accept the application as complete. A public hearing on the merits of the proposals may follow immediately; if not, a public hearing will be scheduled for a time and date certain.
  1. Site Plan Review Application – Green2Green Energy, LLC requests a Site Plan Review for the construction of a gas station, convenience store with a fast food drive-through, and car wash at 163-165 Monadnock Highway. The subject property is shown at Tax Map 19, Lot 68 and is located in the Business District. (*Continued from February 27, 2020*)
- D. DISCUSSIONS/OTHER BUSINESS
  1. Other business as may be required

Town of Swanzey, New Hampshire  
**Swanzey Planning Board**  
Meeting Minutes – February 27, 2020

*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.*

The regular meeting of the Swanzey Planning Board was called to order at 6:00 p.m. by Chair Glenn Page at Whitcomb Hall, Main Street, West Swanzey, NH. Members present: Glenn Page, Scott Self, Richard Sainsbury, Michael York, Ruth Snyder, Jane Johnson, Alternate Steve Malone and Selectmen's representative Sylvester Karasinski. The Chair took the roll and read aloud the agenda for the meeting.

**Absent:** None

**Others Present:** Director of Planning and Economic Development Matthew Bachler, Chad Branon, P.E. from Fieldstone Land Consultants, PLLC and a few members of the public including Wally Smith.

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

**Minutes:**

Minutes from February 13, 2020 were considered. **Motion** was made by Sainsbury to approve the minutes of February 13, 2020. There was a second to the motion by York. All were in favor except Johnson who abstained. **Motion passed.**

**Site Plan Review Application**

Branon was present to discuss with the Board the request of Green2Green Energy, LLC for a Site Plan Review for the construction of a gas station, convenience store with a fast food drive-through, and car wash at 163-165 Monadnock Highway. The subject property is shown at Tax Map 19, Lot 68 and is located in the Business District. Bachler spoke about potential deficiencies which were listed in the packet provided to the Board. He noted that the list was provided to Fieldstone Land Consultants and the applicant. Bachler said there were 16 items, which were not all deficiencies. Bachler said Branon is here tonight with an update.

The Chair asked the Board members whether or not to proceed given there appear to be items missing. Page then asked Branon how many of the 16 items are addressed in his presentation. Branon said most of them have been addressed and the checklist provided by the Planning Department has been completed. Branon asked that the Board consider the application as complete and will work with the Planning Department to address the additional items.

Self said he thought the Board should proceed. Bachler advised the Board to keep the discussion on the completeness of the application.

**Motion** was made by York to have Branon make his presentation now as to the completeness of the application. There was a second by Snyder and no further discussion. All were in favor. **Motion passed.**

Discussion: Branon provided a plan for development. He said the project will be on 1.87 acres of land on Monadnock Highway, State Route 12. The site is currently occupied by two cabins and the land slopes toward the west away from the highway. There are some wetlands to the west. Branon explained the space utilization as a gas station. He said the height of the building is planned for 14 feet 6 inches. He said this is an Irving gas station and restaurant components are gourmet donuts and a family-owned pizza shop. There would be no sit-down components for the restaurant.

Six gas pumps will be located between Route 12 and the main building. There is a car wash and propane fueling station at the north side of the property. Site improvements include drive-through lanes, landscaping, and lighting. Food service and car wash each have separate drive-through lanes. Stacking capacity of 10 cars and the car wash capacity is 10 cars as well. He referred to dedicated staff parking to the north so no traffic would be moving to interfere with traffic lanes to car wash and food service.

The project will have municipal sewer and water. A lighting plan has been submitted. Along the rear boundary too much light was being planned for so the lighting will be modified. He said that unfortunately the client has not had an opportunity to address it in the plan as yet but will do so promptly. He noted some light pollution onto the highway, so one pole will be eliminated at the entrance to the site.

Closed drainage will be routed to dry wells or infiltration basins. Some are in the parking area and some at the rear of the building, to the west. Storm water analysis is needed and they need soils data and SVE has done some work in the past but may need additional testing. Branon said client has built similar projects in Massachusetts.

This project includes two curb cuts. Branon said they are working with New Hampshire Department of Transportation (NH DOT) to design a right turn lane headed south and a turn lane headed north. About ¼ mile from the site is a speed change. Branon said NH DOT wants to taper the lanes to match a 40 MPH speed lane versus a 30 MPH speed land since a speed change takes place near to the project's location. Branon said he anticipates a permit from NH DOT within next 30 days with the redesign. Traffic study was completed in 2019 and that has been submitted with the site plan application.

Branon said all items have been completed in the checklist.

Page noted there was blasting necessary when water and sewer was provided to that section of the highway and he indicated that the client might anticipate some necessary blasting to occur. Branon said if the situation arises it could be addressed by hammering.

Branon addressed the Feb. 14, 2020 letter from the Planning Department with 16 comments:

1. Existing drainage issues – detailed storm water analysis – Branon said they are in midst of completing this analysis and it wasn't on the original checklist. It will be submitted within a week or two. Bachler said the checklist tries to cover all items but is meant for administrative purposes. He said based on the site plan review regulations he believed that more details for the drainage plans were needed.
2. Moving the parking stalls in NW corner further east to avoid potential conflicts with traffic movement. Branon said the response was to make the stalls dedicated employee parking.

3. Signage plan – free-standing, building, and canopy signage. Branon said there is signage in the updated plan set. What has been added is signage for employee parking, for drive-thru lanes and stop signs and standard Irving signs and color scheme with signage on the building.
4. Light fixtures location – not to cause glare on abutting properties. Branon provided the lighting plan for removing rear pole light on portion of the property that is elevated. Lights will be on side of building instead of at the rear. In the front at entrance, a light pole has been removed light and another moved back away from the highway. The company they utilize will be providing a revised plan.
5. Use of propane tank on north side of site. Branon said it is a propane fueling station (L&G) for small propane tanks for home use.
6. Business names – Branon said it will be an Irving, Gourmet Donut, and a family pizza shop.
7. Access parking and loading areas have maximum grade of 5%. Branon said the plans are modified to maintain 4 and 4.5% grade.
8. Internal fire lanes not less than 22 feet width for 90 degree parking. Branon said the 20 feet is to the canopy. He said they have added another dimension on the plan showing there is 22 feet to the concrete pad where cars will be fueling.
9. Barrier fencing on top of retaining wall. Branon said it is a timber guardrail and goes around the backside of the property and terminates at the car wash building. He said they have added traffic directional arrow and added a dumpster enclosure detail to screen it.
10. Stop signs with marked stop line shall be provided. Branon said that has been added.
11. Landscaping shall be maintained in good condition. Branon said they agree to that and Bachler said it could be a condition of approval.
12. Trash receptacles shall be screened to prevent visibility from Route 12, parking areas, and neighboring properties. Branon said screening will be provided as requested.
13. Maintain existing vegetation screening adjacent residential areas. Branon said it has been included to maintain the 20 foot buffer along the perimeter. Bachler said this also could be a condition of approval making sure the screening is provided in the future.
14. Directional arrows at the curb cuts need to be added. Branon said they have been added.
15. Securing DOT driveway permit – Branon said the client is hoping to have this soon.
16. Underground fuel storage tanks must be permitted by NH DES. Branon said the storage tanks will have triple containment walls as required, with alarms and monitors, also required by the State Department of Environmental Services (NH DES). He said there is an automatic shutoff if something happens to the first wall. He said the details are regulated on the State level.

Branon noted headlights of employee cars facing neighboring properties and client is willing to put up a stockade fence. He noted the site is designed to get fuel trucks into the property for deliveries. Branon showed colored renderings of the buildings from the north, south, and head on. He added that the canopy is about 18 feet in height.

Snyder said she does not consider the application to be complete because of the missing items. Page said the missing items are the design for State Route 12 lanes and the drainage plan. Snyder said close attention must be paid to drainage. Self said he agrees but the client did give the Board what was asked for. Self said he felt the application was complete enough to go to public hearing. Johnson said the plan for this magnitude of a project and with it close to Wilson Pond and aquifer the Board needs to be aware of environmental issues. Self said those kinds of things are brought up at a public hearing. He said the application may not be complete in detail, but complete as far as what was asked for on the checklist.

Branon said he would ask the Board to continue the application to another date so that he doesn't have to fill out all the paperwork again with a new application. Branon said the design for State Route 12 is already completed and they have a meeting with NH DOT next week to review the design. He said his client thought completing the checklist was making the application complete. He said the client agrees about the staff concerns and revised the plan.

Page said even if the application is complete, there will not be a public hearing until there is additional information provided. March 12 is next scheduled meeting date. Bachler said according to regulations, the Planning Board has 65 days to take action once the application is accepted as complete.

**Motion** was made by Self that the application of Green2Green Energy for construction of a gas station, convenience store with a fast food drive-through, and car wash at 163-165 Monadnock Highway on property shown at Tax Map 19, Lot 68 and located in the Business District is complete and ready for public hearing. There was a second to the motion by York and no further discussion. Vote: Self, York, Sainsbury "yes"; Johnson, Snyder, Karasinski, and Page "no". **Motion failed to pass 4 to 3.**

Bachler said the Planning Board needs to provide written comments as to why the plan is incomplete and what is acceptable to be complete. Branon asked for a continuance so they don't have to re-apply.

**Motion** was made by Self to continue the agenda item application of Green2Green LLC for the construction of a gas station, convenience store with a fast food drive-through, and car wash at 163-165 Monadnock Highway to March 12, 2020. There was a second by Snyder. All were in favor. **Motion passed.**

Review of what the applicant needs to provide for completeness: corrected lighting plan, updated drainage plan and signage plan.

Resident Wally Smith suggested the applicant provide information about liability insurance for the site to protect the town and to get documentation on prior experience with other gas stations.

Branon thanked the Board for their time and left the meeting.

#### **DISCUSSION/OTHER BUSINESS**

There was no further business.

**Next Meeting:** March 12, 2020

#### **ADJOURNMENT**

**Motion** to adjourn was made by Snyder. There was a second to the motion by Sainsbury with all in favor. **Motion passed.** Adjournment occurred at 7:00 p.m.

Respectfully Submitted,



Beverly Bernard, Recording Secretary



# TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY

P.O. BOX 10009

SWANZEY, NH 03446-0009

TOWN HALL (603) 352-7411 FAX (603) 352-6250

WWW.SWANZEYNH.GOV

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## Memorandum – Office of Planning & Economic Development

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TO: Planning Board  
FROM: Matthew Bachler, Director of Planning & Economic Development  
DATE: March 6, 2020  
RE: Site Plan Review Application #20-001  
Green2Green Energy, LLC – 163-165 Monadnock Highway (Tax Map 19, Lot 68)

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### **Background:**

Green2Green Energy, LLC has submitted a Site Plan Review application to redevelop the property at 163-165 Monadnock Highway for a gas station, convenience store with a fast food restaurant and donut shop, and car wash. The property is shown at Tax Map 19, Lot 68 and is located in the Business District.

The Planning Board reviewed the Site Plan Review application at their meeting on February 27, 2020 and determined that the application was incomplete. The Planning Board requested the applicant provide the following materials and continued their review to March 12, 2020:

1. Revised storm water drainage plan including analysis of pre- and post-development drainage calculations.
2. Signage plan including any proposed freestanding signage, building signage, or canopy signage.
3. Revised lighting plan including additional information on the types of proposed light fixtures and the location of each fixture on the site.

On March 6, 2020, the Town received a request from Fieldstone Land Consultants, on behalf of Green2Green Energy, LLC, to continue the Planning Board's review to their meeting on April 9, 2020 in order to give the applicant additional time to provide the requested materials (see attached).

**From:** [Chad Branon](#)  
**To:** [Matthew Bachler](#)  
**Subject:** RE: Commercial Site Plan Submission - Tax Map Parcel 19-68 - 163-165 Monadnock Highway  
**Date:** Friday, March 06, 2020 12:08:39 PM

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Hi Matthew,

Unfortunately we were unable to obtain the finalized site lighting and signage details so we are respectfully requesting that the application be continued to your April 9<sup>th</sup> meeting. We look forward to presenting final material to the Town as soon as it is completed. Please do not hesitate to contact me should you have any questions.

Thank you, Chad

***Chad E. Branon, P.E.***

Civil Engineer / Principal



206 Elm Street – Milford NH 03055

Tel: 603.672.5456 - Fax: 603.413.5456

Cell: 603.499.5799

[CEBranon@FieldstoneLandConsultants.com](mailto:CEBranon@FieldstoneLandConsultants.com)

[www.FieldstoneLandConsultants.com](http://www.FieldstoneLandConsultants.com)



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