

TOWN OF FITZWILLIAM

PLANNING BOARD

Meeting Minutes

April 7, 2020

Note: Due to the COVID-19 pandemic, the Planning Board met remotely via phone/video conferencing, as allowed under NH Executive Order 2020-04, Emergency Order #12.

Members Present: Chairman Suzanne Gray, Vice Chair Terry Silverman, Secretary Robin Peard-Blais, Paul Haynes, Barbara Young, Karen Craig, and Charley Kenison, Selectman representative

Members Absent:

Staff Present: Land Use Coordinator Lori Nolan

Others Present: Paul Grasewicz (applicant representative); Dana Pinney (resident); Walter Blais; Susan Silverman; and Curt Felix.

Chairman Suzanne Gray opened the meeting at 7:03 by reviewing the NH Governor's Emergency Order guidelines during the COVID-19 pandemic authorizing public boards to conduct remote meetings as long as proper public notice is given and members of the public are given access to attend each meeting.

Preliminary Consultation: Richard Bullock – Major Subdivision at 77 Scott Pond Road [Map 16, Lot 13 – Rural District].

Paul Grasewicz was welcomed to the meeting as the representative for the case. Grasewicz explained that the property is located on both sides of Scott Pond Road south of the causeway. Property has about 900 feet of frontage on Jock Page Road and about 1,300 feet on Scott Pond Road. The property owner is looking to create four (4) lots in total. The idea is for each new lot to be approximately five (5) acres in size as anything under five (5) acres would require state subdivision approval, however the ultimate size depends on the locations of wetlands and uplands. The first lot would be on the left side of Jock Page Road. The second lot would be a corner lot with approximately 1,000 feet of frontage on Jock Page Road and Scott Pond Road combined. This lot is quite wet. Two more lots would be located towards Scott Pond. The land would be approximately 800 feet going back from Scott Pond Road. The northerly lot might contain frontage on the pond, but once the survey is complete, he will know more.

Secretary Robin Peard-Blais asked on the location in relation to driveways. Grasewicz explained that one driveway would be located on Jock Page Road and the three other driveways would be on Scott Pond Road, but will be dependent on wetlands and uplands.

Vice Chair Terry Silverman was not comfortable giving out any advice or ruling at this time due to the remote conferencing conditions and without any plans/maps. Peard-Blais agreed that the meeting set-up does pose a problem.

Silverman further added that a site walk should be conducted prior to any further discussions due to the location of the property to wetlands. The board agreed that a site walk was needed. Barbara Young asked if board can receive drawings and maps prior to next meeting. Grasewicz agreed to complete the land survey to show the locations of the wetlands before site walk. Gray asked if site walks were allowed under the current stay-at-home order. Peard-Blais gave example of how Dublin handled a site walk, saying it was done well. Gray asked board if site walk should happen before or after the public hearing. The board agreed that the public hearing should take place first. Selectman Charley Kenison and Karen Craig both expressed that the drawings/maps must be submitted before board can proceed with this case.

Preliminary Consultation: Todd Tousley – Boundary Line Adjustment at 16 Ice House Point [Map 25, Lot 3 – Rural District]

Paul Grasewicz also was representing the applicant for this case. Grasewicz opened his presentation stating that a preliminary consultation had already been completed in May 2019. He did not see a need to proceed further as a public hearing would be next step. Gray explained that board should be given time to ask any further questions they may have on case.

Grasewicz then explained the two properties are owned by Todd Tousley and Greg Johnson. Tousley is looking to sell his property but Johnson would like to obtain a portion of the Tousley land before the sale. The boundary line adjustment would make both lots almost the same size – 26,000 square feet from the Tousley property would be transferred to the Johnson property.

Gray asked what the purpose behind the boundary line was. Grasewicz explained that the lot line for Johnson is basically at his door and he already is using the Tousley land to store things.

Silverman asked for documentation for permits as the shoreline has been reconfigured, including using a backhoe, building stone steps, and adding stone by the water. He did not feel this case should continue until the board confirmed that the property is compliant. Grasewicz added that he is not sure about work completed as this is his first job on this property with this land owner. A number of years ago, he worked on the property with the previous owner. He can compare the shoreline conditions during that time to the conditions of today to see what work may have been completed.

Gray asked about the several buildings present on the lot. Grasewicz explained that there are two residences and a garage further to the north about 21 feet from the lot line on the Ice House

property. There is also a leech field on the north side. He will update the map to include the labels for the buildings.

Peard-Blais asked if there had previously been a site walk as this property has come before the Planning Board in the past. Grasewicz believed there may have been one when John Anderson built a deck.

Young asked if this plan submitted was the same plan presented in May 2019 as the driveway appears to be different. Grasewicz explained that it is the same concept as the preliminary consultation. The driveway would be across Ice House Point Road so Tousley can access land without having to cross and boundaries. He also added that the structures on the property were not located yet during the preliminary consultation. Young further inquired why the boundary lines were not drawn up to be located along the road. Grasewicz explained that he pulled the line point closer to the intersection of East Lake Road, which will allow a car the ability to turn around.

Gray would like to conduct a site walk as a lot has gone on at the property over the years. The board then agreed to hold the site walk on Friday, April 17 at 5:30pm.

Grasewicz then leaves the meeting.

Working Session to review wireless communication facility ordinance:

Gray suggested postponing the continuance of the Wireless Communication Facility ordinance review until the board can meet physically. Craig added that her impression from the last meeting was the board was to compare the Fitzwilliam ordinance to the Harrisville ordinance to see which version would be the best fit moving forward. Peard-Blais commented that she was not prepared to continue discussion at this meeting. Silverman felt there is more work involved in the review than just a simple signing off on changes. Craig further suggested that the board work in small teams to spur action. Young was concerned about the public not having sufficient input, but suggested the LUC break down the ordinances into sections that the board could then work on each meeting.

Peard-Blais would like to the board to figure out the plan for the future, in regards to how meetings will be held and the work the board needs to do. Craig suggested the board continue to meet once per month. The board then decided the next scheduled Planning Board meeting would be May 19, 2020 at 7:00pm, which will have at a minimum the Tousley Boundary Line public hearing. The meeting location – remote or physical – will be determined upon guidance from the governor.

Update on Solar Project:

Gray relayed that the board will not be going into non-public session at tonight's meeting and therefore cannot discuss anything in detail in relation to the solar project. However, the town's counsel has set up a conference call with David Coates on either April 9 or 11, in which two Planning Board members can attend. It was decided that Gray and Silverman would participate on the call, but board members were to send in any questions they would like answered.

Review of Minutes of March 3:

Peard-Blais motioned to approve the minutes as written. Craig seconded. Motion passed.

Yes: 6 [Silverman, Peard-Blais, Haynes, Craig, Young, and Kenison]; No: 0; Abstention: 1 [Gray]

Election of Officers:

Gray motioned to defer elections of officers until a physical meeting can be held. Kenison seconded. Motion passed.

Yes: 6 [Gray, Silverman, Haynes, Craig, Young, and Kenison]; No: 0; Abstention: 1 [Peard-Blais]

Correspondence:

- Draft FEMA Discovery Report for the Contoocook Watershed will be emailed to the board.
- The OSI Spring Training/Planning conference has been cancelled. OSI and NH Municipal will partner for the fall conference to be held October 30.

With no further business to discuss, Silverman motioned to adjourn meeting. Haynes seconded. Motion passed.

Yes: 7 [Gray, Silverman, Peard-Blais, Haynes, Craig, Young, and Kenison]; No: 0; Abstention: 0

Meeting was adjourned at 8:10pm.

Respectfully Submitted,

Lori Nolan
Land Use Coordinator

Minutes approved on May 19, 2020