

TOWN OF FITZWILLIAM

PLANNING BOARD

Minutes

November 7, 2023

Planning Board Present: Suzanne Gray, Chair; Tom Rothermel, Vice Chair; Barbara Young, Secretary; Ed Goodell; Kevin Woolley; Richard Mays; Martin Nolan, Selectmen's Representative; and Josh Joslyn, Alternate.

Planning Board Absent: Robin Peard Blais, Alternate.

Staff Present: Lori Nolan, Land Use Coordinator.

Guests Present: Mike Piquette.

Chair Suzanne Gray called the public meeting to order at 7:03pm and held roll call.

The Planning Board received an update from M. Nolan in regards to enforcement actions within town that are pending. Barbara Young asked for an update about Fitzwilliam LLC (Turnkey Lumber).

Gray recused herself and Josh Joslyn was seated as a voting member. Tom Rothermel chaired the meeting.

Young asked why Turnkey was not present at tonight's meeting as the Planning Board requested they appear. Rothermel explained that the BoS are still requesting more information from the Planning Board. Once the BoS completes the enforcement aspect, then the Planning Board will continue with the Site Plan Review. Mike Piquette stated that he is still waiting for a response from the BoS in regards to his written complaint. He stated that the Planning Board has the ability to cancel the Site Plan Review (RSA 676:4a). Gray stated that Chapter 127 (zoning ordinance) is clear in showing what specific use is permitted in what zoning district. M. Nolan explained that the BoS are gathering information from various sources, in addition to the Planning Board.

Young felt that the problems and issues keep getting bigger. If the complaints were handled right away, a solution could have been easier to obtain. M. Nolan commented that the zoning districts have been set for a while and no one complained about the lumber piles. Young stated that all the problems were known at the first site walk in December 2022. She disagreed on approving the construction permit for the accessory building as the Planning Board had no knowledge of the permit being issued or requested. Rothermel commented that the use of the building was to be storage but it is being used as a mechanic repair shop.

Ed Goodell asked how to move forward from this. Young did not feel this is a Planning Board topic, but nothing is being done and the Planning Board must handle. Rothermel explained that the Planning Board has no enforcement authority. He would suggest a joint meeting with the BoS but is not sure it would be beneficial. M. Nolan suggested seeing how things go at the next BoS meeting. Rothermel agreed with M. Nolan and asked for the case to play out with the BoS but to tentatively schedule Turnkey for the next meeting for a preliminary consultation.

M. Nolan commented that at the site walk, Turnkey stated that their doors are always open and to speak to them if there are issues. To date, no one has spoken to them. Piquette felt it is unreasonable for residents to visit an unfamiliar business.

Gray rejoined the meeting as chair; Joslyn returned to the audience.

Working Session – ordinance review

The Planning Board reviewed Carol Ogilvie's draft update on [Accessory Dwelling Units](#).

- Purpose Built – The Planning Board was agreeable with allowing them; definition needs to be updated to reflect that change.
- Item 3c – Needs clearer language so that applicants know what that means. It is a wording issue.
- Item 3i – Can “manufactured houses” be removed?
- Item 3k – Remove “turning of vehicles within site”; update language to say “Adequate parking” rather than a specific number.
- Procedures – add in the requirement for a preliminary consultation and that the application can be found on town's website.

CUP Appeal Language – WPOD and Wireless Communication

The Planning Board was agreeable to insert the updated language detailing the appeal process.

Temporary Dwellings

The Planning Board asked for the following:

- Delete “Preponderance”
- Add “one item”
- Add “Yurt”
- The LUC to research state laws and how other communities regulate temporary dwellings.

The Planning Board will meet with Ogilvie next to discuss short-term rentals.

REVIEW OF MINUTES

After a brief discussion and several minor edits, **Rothermel motioned to approve the minutes of October 17, 2023 as amended. Gray seconded. Motion passed unanimously.**

Yes: 7 [Gray; Rothermel; Young; Goodell; Mays; Woolley; M. Nolan]; No: 0; Abstained: 0

With no further business to discuss, **Rothermel motioned to adjourn the meeting. Mays seconded. Motion passed unanimously.**

Yes: 7 [Gray; Rothermel; Young; Goodell, Woolley; Mays; M. Nolan]; No: 0; Abstained: 0

The meeting was adjourned at 9:15 pm.

Respectfully Submitted,
Lori Nolan
Land Use Coordinator

Minutes approved as written on November 21, 2023.