

TOWN OF FITZWILLIAM

PLANNING BOARD

Minutes

August 4, 2026

Planning Board Present: Suzanne Gray, Chair; Casey Head, Vice Chair; Kevin Woolley, Secretary; Mike Piquette; and Chip Yensan.

Planning Board Absent: Josh Joslyn Tyler Faulkner, Alternate; and Jenn Cesaitis, Selectmen's Representative.

Staff Present: Lori Nolan, Land Use Coordinator; and Carol Ann Rocheleau, Health Officer (remote).

Guests Present: Chuck Tidman (remote).

Chair Suzanne Gray called the meeting to order at 7:00pm and held roll call.

Preliminary Consultation

E. Charles Tidman III – Conditional Use Permit – to discuss construction of a 263 square foot rear deck within the WPOD at 45 Pine Road. [Map 35, Lot 27 – Rural District]

Gray welcomed Chuck Tidman to the meeting. Tidman explained that they purchased the property in the fall of 2025 and have since been making improvements to it. They would like to add a 10x15 foot rear deck that will wrap around to connect to the stairs for a total of 263 square feet. This will allow them to have a second form of egress. The deck would be 70 feet to the pond at its closest corner. They have obtained a NHDES shoreland permit. They plan to have a gravel apron with plant landscaping.

Piquette asked what the side setback is on the north side. Tidman estimated 15 feet. Piquette advised Tidman to confirm as the required setback is 20 feet; anything less than that would require a variance.

Carol Ann Rocheleau asked about the well and septic locations. Tidman explained that the septic was installed last year. It is a 1500 gallon holding tank located by the road. They also have a drilled well located between the garden and firepit.

Yensan asked about runoff. Tidman explained that the front drains under the house, while the back drains to the area where the deck will be built. Yensan suggested adding gutters as the roof sheds onto the deck and towards the pond.

The Planning Board advised Tidman to obtain a variance from the ZBA and have a consultation before the Conservation Commission prior to returning to the Planning Board for a Conditional Use permit public hearing.

REVIEW OF MINUTES

After a brief discussion and one addition, **Head motioned to approve the minutes of July 21, 2026 as amended. Yensan seconded. Motion passed unanimously.**

Yes: 5 [Gray; Head; Woolley; Piquette; Yensan]; No: 0; Abstained: 0

L42: The Planning Board discussed the ZBA's interpretation and decided to move forward with the public hearing without further ZBA review.

NEW BUSINESS

SWRPC Citizen Planner Roundtable – SWRPC has asked if Fitzwilliam will host the next citizen planner roundtable at the end of September. The Planning Board agreed to host the roundtable on September 29 and requested if the topic could be Class 6/private roads.

Budget – The LUC updated the Planning Board that the 2027 proposed budget is due August 24. Piquette suggested a separate legal trust fund/account for Land Use as it is an independent board. He felt this is best practice. Currently the Planning Board must get legal expenditures approved by the Board of Selectmen.

Code Enforcement Report – The Planning Board requested that the reports contain more detail. Piquette had concerns that a Gmail account is being used as emails must be retained and available to the public.

WORKING SESSION

The Planning Board reviewed Chapter 127-9, 10, 11, and 12 - Permitted Use Definitions

- Should "family" be changed to "household" (single-family, multi-family, etc)?
- Made definitions updates to:

- Temporary Dwellings
- Day-Care, Home-Based
- Hospital
- Public or Private Utility Facility
- Religious
- Bed & Breakfast
- Cultural Facility
- Drive-thru Facility
- Event Venue
- Made updates to where the use is allowed to:
 - Multi-family dwelling
 - Hospital
 - Residential Care Facility
 - Car Wash
 - Commercial Kennel
 - Event Venue
 - General Services
 - Heavy Vehicular Sales and Repair Garage
- Deleted Home Business and Home Occupation as they are not principal uses.

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

Yes: 5 [Gray; Head; Woolley; Piquette; Yensan]; No: 0; Abstained: 0

The meeting was adjourned at 9:01 pm.

Respectfully Submitted,
Lori Nolan
Land Use Coordinator

Minutes approved as written on August 18, 2026.