



Town of Hopkinton

Planning Department

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HOPKINTON PLANNING BOARD

MINUTES

NOVEMBER 10, 2020

Members present: Chairman Bruce Ellsworth, Vice Chairman Michael Wilkey, Ex-Officio Anna Wells, James Fredyma, Jane Bradstreet, Celeste Hemingson, and Alternates Clarke Kidder and Greg Sagris. Members absent: Rich Steele and Timothy Britain. Staff present: Planning Director Karen Robertson.

- I. Call to Order.** Chairman Ellsworth called the meeting to order at 6:00 PM. He explained that due to the COVID-19/Coronavirus crisis and per Governor Sununu's Emergency Order #12, under Executive Order 2020-04, the Planning Board is authorized to meet electronically.

A roll call was taken with all members announcing that there was no one else in the room with them at the time.

II. Review of Meeting Minutes of September 15 and October 20, 2020, and Notice of Decision of October 20, 2020.

James Fredyma, seconded by Jane Bradstreet, moved to ACCEPT the Minutes of September 15, 2020. Motion carried unanimously by Roll Call: Wilkey - yes, Wells - yes, Fredyma – yes, Bradstreet – yes, Hemingson – yes, Kidder – yes, and Sagris – yes.

Jane Bradstreet, seconded by James Fredyma, moved to ACCEPT the Minutes and Notice of Decision of October 20, 2020. Motion carried unanimously by Roll Call: Wilkey - yes, Wells - yes, Fredyma – yes, Bradstreet – yes, Hemingson – yes, Kidder – yes, and Sagris – yes.

III. Conceptual Consultations. There were no conceptual consultations.

IV. Applications.

#2020-17, T.F. Bernier, Inc. for a lot line adjustment involving properties owned by Herrick Millwork, Inc. at 290 Burnham Intervale Road and Excalibur Shelving Systems, Inc. at 292 Burnham Intervale Road, M-1 district, Tax Map 220, Lots 23.1 and 23.2.

As a result of the lot line adjustment, Lot 23.1 will consist of 6.805 acres with 298.31 feet of frontage. Lot 23.2 will consist of 128 acres with 481.61 feet of frontage. There will be no changes to the existing uses of both lots.

Subject to review and approval.

Mr. Bernier commented on the need to remove the storage building and ramp/sawdust bin as they both encroach into the new lot line setback. Furthermore, as part of the application before the Board, Mr. Bernier requested waivers of submission data involving 3.3.1(c) topography, 3.3.1(d) surveyed exterior property lines and 3.3.2(a) drainage features. It was noted that the lot line adjustment is of large parcels and that all existing property lines and existing conditions are shown. The perimeter lines of Lot 23.2 is shown on a plan recorded at the Merrimack County Registry of Deeds.

Mr. Wilkey, seconded by Mrs. Hemingson, moved to ACCEPT application #2020-17 as complete and for consideration. Motion carried unanimously by Roll Call: Wells – yes, Hemingson – yes, Wilkey – yes, Bradstreet – yes, Kidder – yes, Sagris – yes, and Fredyma – yes.

Chairman Ellsworth opened and closed the public portion of the meeting as no one from the public wished to give testimony.

Following brief discussion concerning the encroachment of the accessory structures, Mrs. Bradstreet, seconded by Mr. Wilkey, moved to APPROVE application #2020-17 with waivers to the submittal requirements of 3.3.1(c), 3.3.1(d), and 3.3.2(a), and with the condition that before recording of the mylar that the accessory structures be removed or relocated so to conform with the setback requirements. Motion carried unanimously by Roll Call: Wells – yes, Hemingson – yes, Wilkey – yes, Bradstreet – yes, Kidder – yes, Sagris – yes, and Fredyma – yes.

V. Other Business.

- (a) Zoning Amendments (2021) Update: The Planning Board will hold a work session at 6:00 PM on Tuesday, November 17, 2020, via Zoom to work on proposed amendments to the Zoning Ordinance.
- (b) Economic Development Director: Senior Planner Matt Monahan of the Central NH Regional Planning Commission will work as the Town's Economic Development Director. Mr. Monahan's services are contracted through the Planning Commission.

VI. Adjournment. The meeting adjourned at 6:38 PM. The next regular scheduled meeting of the Planning Board will be at 6:00 PM on Tuesday, December 8, 2020.

Karen Robertson
Planning Director

Note: Due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12, pursuant to Executive Order 2020-04, the Board was authorized to meet electronically. There was no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. In accordance with the Emergency Order, public access to the

meeting by video and telephone was provided. All members of the Board had the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public had access to contemporaneously listen and, if interested, participate in the meeting through the website: <https://zoom.us/j/99940428058> or by dialing the following phone # 1-646-558-8656 and using Meeting ID: 999 4042 8058. A mechanism for the public to alert the Board during the meeting if there were problems with access was provided.