

HOLLIS PLANNING BOARD MINUTES
October 19, 2021
Final

PLANNING BOARD MEMBERS PRESENT: Bill Moseley - Chairman; Doug Cleveland - Vice Chairman, Julie Mook, Virginia Mills, Chet Rogers, and David Petry (Ex-Officio for Selectman); Ben Ming
Alternates: Kevin Anderson

Absent: Rick Hardy, Jeff Peters

STAFF PRESENT: Mark Fougere - Town Planner; Evan Clements - Assistant Planner

Recuse: David Petry - Keyes Hill; Virginia Mills - Keyes Hill
Kevin will cover for Keyes Hill

1. **CALL TO ORDER - 7:00 PM.** Kevin Anderson led the group in the Pledge of Allegiance

2. **APPROVAL OF PLANNING BOARD MINUTES**

a. Approval of Planning Board Minutes - September 21, 2021.

Motion to accept minutes of 9-21-21 by D. Cleveland; seconded by C. Rogers. B. Ming abstained. Motion passed.

3. **DISCUSSION AND STAFF BRIEFING**

a. Agenda additions and deletions:

B. Moseley would like to add procedure, as discussed at last meeting, paragraph G:1 of "Rules and Procedures".

M. Fougere stated Case PB2021:022, Keyes Road, required to be tabled until November 16, 2021 as there was an issue with abutter notification.

Motion to table File PB2021:022 Federal Hill Estates (Keyes Road) Design Review by C. Rogers; seconded by K. Anderson. D. Petry & V. Mills abstained. Motion passed.

b. Committee Reports - none

c. Staff Report - none

d. Regional Impact - none

4. **SIGNATURE OF PLANS:**

File PB2021:015 - Minor subdivision Brian S. Zagorites, LLC Otherwise known as Dow Road Subdivision. Motion for signature by V. Mills; seconded by D. Petry. Motion passed.

File PB2021:019 - Cutter Place, lot consolidation. Motion for signature by D. Petry; seconded by D. Cleveland. Motion passed unanimously.

5. Cases:

File PB2021:021 - Proposed site plan for a ground mounted solar system with the installation of two 41 foot by 14 foot solar arrays on a 19.1 acre residential lot, 91 North Pepperell Road. Applicant: Revision Energy, Owner Laura Gargasz 2005 RevTrust, Map 7 Lot 48. Zoned R&A.

E. Clements:

This proposed site plan is seeking approval for a Conditional Use Permit to allow for the installation of two ground mount solar arrays. The proposed arrays are 41'; long and 14'; wide. Each array will be 574 SF with a total footprint of 1,148 SF. Each array is proposed at 9.95'; in height. The subject parcel was subdivided in 1985 and pre-dates the Wetland Protection Ordinance.

The subject parcel is a back lot and the proposed solar system is located approximately .26 mi from North Pepperell Road, northeast of the single family residence.

Issues:

- The proposed location of the system is close to the edge of the wetland located on the northeast of the property. The edge of the wetland should be flagged by a licensed wetland scientist prior to installation in order to prevent the system from encroaching into the wetland.
- The Board may want to consider an alternative placement of the proposed system to move it farther from the wetland.
- A Waiver from Section IV.4(A)2(a) of the Hollis Site Plan Regulations which stipulates that the Site Plan be drawn by a licensed engineer or surveyor will be required.
- Does this proposal require screening or landscaping?
- Does the Board wish to conduct a site walk?

Motion to accept application by K. Anderson; seconded by B. Ming. Motion passed unanimously.

John Burgess, spouse of Laura Gargasz, owner.
Heather Iworsky, from Revision Energy, Brentwood, NH representing the details of installation

J. Burgess states he is familiar with development & town requirements. Trying to avoid any unnecessary site engineering or screening. Only view of proposed project would be from back of his house. Abutters are in favor of project. Explained landscape and property. States he has exception on wetlands set-back from the date of this subdivision of 1983.

92 H. Iworsky

93 Revision Energy Design and installation. Explained why solar panels are planned to be
94 placed on the property as well as installation process. Proposed location is in a cow
95 pasture. Has measured and presented map to Board. Materials are non-toxic, 2 1/2-3"
96 diameter screws. No concrete, no earth removal for installation other than 2'x2' trench
97 from solar panels to electrical area for house. There is no glare from panels.

98
99 D. Petry questioned about abutter to SE. Will they be able to see the panels?

100
101 J. Burgess: SE abutter is Lanning household. They cannot see the project and have
102 provided a letter supporting it.

103
104 D. Petry stated will need to have site walk.

105
106 V. Mills asked staff about wetland ordinance clarification.

107 J. Burgess stated he has had conversation with Conservation Commission verifying
108 exemption.

109
110 E. Clements: How was wetland boundary determined?

111 H. Iworsky stated that the town GIS map overlaid with their measurements.

112
113 J. Burgess explained he has an interest in the eco system in the area and considers the
114 environment.

115
116 K. Anderson asked about history of the Planning Board regarding the need for a trench
117 & use of screws into the ground.

118 M. Fougere responded the Primary concern of Staff is if the site is wet.

119 H. Iworsky stated they have done their own testing for ground condition.

120 J. Burgess explained need to maximize power generated by the array and limit
121 exposure to shadows from trees without being in wetlands area.

122
123 D. Cleveland states need for site walk.

124
125 Public Hearing:

126
127 Abutters: - none-

128 Town Residents:

129 Tom Dufrense, 17 Pond Rd

130 Speaking for Conservation Commission. Requesting that more consideration be given
131 to buffer impacts. Also asking about life expectancy of the solar arrays. M. Fougere
132 stated according to Town Ordinance, it needs to be removed at end of usage.

133
134 Interested parties: - none -

135
136 H. Iworsky added she has done much research and assures the materials are non-toxic.
137 Goals are to reduce CO2, protect waters, air.

Public Hearing Closed.

K. Anderson inquired about future changes to the array. B. Moseley stated if there was a need for an alteration to the array, the Board would need to consider and approve.

Agreement for need of site-walk to view simple stake-out. Requesting copy of abutter's letter mentioned by J. Burgess.

Plan for site walk on 11-6-2021 9:00 am. Would like to see grading stakes showing position, one for height. Also to view a ground anchor sample.

Motion to continue/table by D. Petry; second by K. Anderson. Passed unanimously.

6. Master Plan update.

B. Moseley made a few general comments:

1. Sec. 3 tables. Staff is going to look at potentially finding more up to date information. Need to consider that the 2020 census is not finalized.
2. There are formatting issues with Bar graphs in back. Staff is trying to resolve.

M. Fougere stated there are a few typos and tweaks to add to the document, but overall the document should be ready for public hearing, perhaps at next meeting.

D. Cleveland commented that on page 30 there is a statement about changing minimum lot size from 2 acres to 3 acres on western side of Hollis.

Discussion ensued regarding using term "buildable". M. Fougere will edit to "minimum lot requirements for the rural district from 2 to 3 **buildable** acres".

D. Cleveland: 4th line down doesn't read correctly.

Discussion. Decision to edit to "The Planning Board should review the effectiveness of **the zones** established for multi-family housing and housing for older persons and update as necessary to ensure the zoning ordinance maintains the character..."

D. Petry: Questions last statements on page 30.

Discussion determined NRPC (Nashua Regional Planning Commission) wrote chapter. Decision made to strike entire section.

E. Clements: Asking Board about additions to Acknowledgements page.

Discussion determined to include names of people that submitted comments on behalf of their facility, or committee, or department, etc.

D. Cleveland: Page 43. Tables. Some data is out of date.

Discussion: Awaiting census information.

Page 51. Population and housing recommendations.

Data repeated. Staff will edit.

184 Page 56. Last line. Should be "Witches Spring Brook". Omit line? Discussion to update
185 name.
186 Page 74. Typo.
187 Page 80. Second paragraph, fourth line. Should read "motorized" vehicles.
188 Same paragraph, 2nd column. Small amount of town budget allotted to trail
189 maintenance. Edit to "town does incur nominal cost associated to trail maintenance".
190 Page 85. Third from bottom regarding street lights.
191 Page 86. Last line. Should be "rock salt".
192 Page 97. Re-word title on on table. Should be "SAU 41 enrollment projections". Also,
193 change to "Hollis Brookline".
194 Page 108. Staff to edit.
195 Page 119. Change survey question?
196
197
198 D. Petry commented that chapters presented by NRPC needs thorough review.
199
200 K. Anderson:
201 Page 95.
202 Discussion about EPA MS4 permit.
203
204 C. Rogers:
205 Page 7. Change font?
206
207 Discussion to keep Master Plan on Planning Board Agenda until all members are
208 satisfied.
209
210 Other Business:
211 M. Fougere stated discussion with Mike Vignale, Town Engineer today about drainage
212 regulations. Will be ready in approximately one week. Staff suggesting to schedule work
213 session on Tuesday, November 2, 2021 to discuss drainage requirements and zoning.
214 Also continue discussion about Master Plan. M. Vignale will be present to discuss
215 drainage regulations.
216
217
218 8:47 PM. Motion to adjourn by C. Rogers, seconded by K. Anderson.
219 Passed unanimously.
220
221 Respectfully submitted,
222 Cheryl Moreno
223