



FREMONT PLANNING BOARD
May 7, 2014
Meeting Minutes

Present: Chairman Roger Barham, Vice-Chairman John (Jack) Karcz, Members Jack Downing and Andy Kohlhofer, Alts. Phillip Coombs and Tom O'Brien, Selectman Brett Hunter, Building Official Bob Meade, RPC Circuit Rider Jenn Rowden and Land Use AA/Recording Secretary Meredith Bolduc.

Mr. Barham opened the meeting at 7:00 pm.

At the August 7, 2013 meeting Mr. Barham designated Alt. Coombs to fill a vacancy on the Board until the Board of Selectmen fills the vacancy, as allowed by RSA 673:12, III. This designation remains in effect.

MINUTES

Mr. Karcz made the motion to approve the minutes of the April 16, 2014 meeting as written. Motion seconded by Mr. Downing with unanimous favorable vote except for Mr. Kohlhofer who abstained as he was not present at that meeting.

BEEDE SPAULDING Map 3 Lot 053

The Board received:

- An April 23, 2014 correspondence from Dan Tatem of Stantec requesting that the developer of the Beede Spaulding subdivision provide an additional \$6,500 to complete the remaining 40% of the roadway work items as outlined in the letter and in the attached construction monitoring estimate.
- A copy of a Beede Spaulding check in the amount of \$6,500 for additional escrow.
- A copy of a May 2, 2014 correspondence from Town Administrator Heidi Carlson to Treasurer Kimberly Dunbar instructing that the check be deposited into the established escrow for this account.

DAN PERRY/SCRIBNER ESTATES Map 2 Lot 001

At the last meeting there was some discussion relative to whether the amount of the March 20, 2014 replacement Irrevocable Standby Letter of Credit issued by TD Bank for Thunder Road (Scribner Estates) is adequate since the bond estimate is not recent.

Road Agent Mark Pitkin was asked to review the bond amount to see if he agrees with the figures of the July 21, 2010 Town Engineer estimate of \$137,340 for 600' of roadway, a 1" pavement wear course over the entire road, loam & seed along some of the right-of-way, treatment swale and miscellaneous other items. Mr. Pitkin told Mrs. Bolduc via phone that pavement and material costs have increased over the 4 years since Lou Caron of Caron Engineering did the estimate. His recommendation is that Mr. Caron should be contacted for review and possible update to his road bond estimate. If the estimate is increased the Board should have the estimate updated and the Irrevocable Standby Letter of Credit should be amended accordingly. The Board agreed.

BUILDING INSPECTOR

Mr. Meade submitted his end-of-month report for April which included permits for 3 new duplexes, 1 addition, 2 pools, 1 deck, 14 renovation permits, and 23 trade permits.

Mr. Meade reported:

Katie Scholes, 927 Main Street: Issued a letter to Mrs. Scholes relative to a complaint about the bus and banner parked in front of the house in violation of Article XIX of the Fremont Zoning Ordinance. Mrs. Scholes has since responded that the banner has been taken down. Mr. Barham reported that the bus is also gone.

Mr. Barham reported to him that on Easter Sunday there was a noise disturbance from the Scholes property. Mr. Scholes has apologized for the disturbance and asked to be notified if it happens again.

Pine Street, Pigeon Lane and Bean Road: Received anonymous complaints about sheds on a property on Shady Lane and tanks that are on Town property. The code says propane tanks need to be 10' off the property line. This prompted a conversation relative to setbacks for small lots.

Kirstie Whittall, corner of Abbott and Sandown Roads - relative to junked and unregistered vehicles on the property: Received correspondence from Ms. Whittall, relating that 3 of the cars have been registered, some have been removed from the property and the plan is to get rid of one car per month so hopefully by the end of the year they will be down to just a couple of cars left on the property.

Living in camper: This issue is on the list of zoning ordinance changes.

CIP

Mr. Barham had no update at this time.

ALBERT WITHAM/COUNTRYSIDE ESTATES

Map 3 Lot 001

Present: Owner Albert Witham

At 8:05 Mr. Witham met with the Board to discuss activity within Countryside Estates, Map 3 Lot 001 and at his abutting property at Map 5 Lot 070.

Mr. Witham said he has senior citizens in his park. He has had some pass away recently and he would like to help out the spouses. He allows the residents to have their campers and motor homes in the front area of the park. He also allows them to sometimes put them in front with for sale signs.

Map 5 Lot 70: Mr. Meade said this lot is taxed as a vacant lot, but there are some structures on it. In January 2014 he issued a stop work order for a garage being built on the property without a permit. He said there are other sheds that have been constructed on this parcel and at least 1 of those is large enough so it should have a permit. Items also found on the property included 3 bucket loaders, a backhoe, a septic trailer and other debris.

Mr. Witham said his worker thought it was alright to add to the canvas structure that was put on the lot, but he will take it down and put up something else. Mr. Meade said he cannot issue a permit for another structure because that would be a Planning Board issue (non-residential). Mr. Meade said it looks like the use for this lot is a commercial use for maintaining the manufactured home park. Mr. Witham said he guesses that it is. In answer to a question by Mr. Meade, Mr. Witham said he will get rid of the several piles of white goods.

Map 3 Lot 1: Mr. Meade reported that on this lot he found 3 "Witham Septic Service" trucks, 5 smashed vehicles, moving vans & trailers. Mr. Witham said he only has one septic truck and he uses it to service the residents of the park. There was a discussion about a septic truck, dump truck and trailers lettered "Witham Septic Service". There was a conversation relative to the 3 septic trucks found on the property this winter and Mr. Coombs said he knows they are not used solely for the park because he had them pump his own tank.

Mr. Meade asked about the Witham Septic signs that are all over Town that are not supposed to be there. (The sign ordinance prohibits signs that advertise goods, products, merchandise, business, or any other sort of enterprise or adventure not actually available at the premises where the sign is located.) Mr. Witham said his son wanted the work, but he agreed to remove the signs.

Map 3 Lot 1-1-1; Countryside Estates office building: Mr. Meade reported that someone was living in the office building within the mobile home park and someone on the other side (creating a duplex situation). There is an addition that was constructed with a building permit and was being used without an occupancy permit.

It was also noted that there is not "a living fence of a 50' buffer of trees adjacent to the property perimeter" as per note #10 on the June 10, 1987 approved development plan. Mr. Meade has minutes from a 1987 Planning Board meeting that state a 50' living fence around the entire park.

Mr. Witham stated that he wants to combine the lot in the front of the park with the lot he owns that abuts the park and put up an 8-unit rental building. The 2 lots include:

1. Map 3 Lot 1: A 1.57-acre 3-sided lot in the front of the mobile home park. It was noted that the mobile home park was approved under the 1987 Zoning Ordinance which required a 400 foot setback from Rt 107 and Lot 3-1 in the front of the mobile home park was created and reserved as that 400 foot setback area.
2. Map 5 Lot 70: A 6.5-acre lot that abuts the mobile home park.

Mr. Barham noted that if lot 3-1 is part of the park, and not a separate lot, a merger with the abutting lot 5 Lot 70 would mean that lot becomes part of the park.

In summary, Mr. Barham said that Mr. Witham wants to use the lot that is currently designated as the 400-foot buffer in the front of the park to construct an 8-unit apartment building. He added that under the current approval the 400-foot buffer (Map 3 Lot 1) needs to stay as a buffer so he suggested that the 8-unit apartment building could possibly be put on the other lot (Map 5 Lot 70).

Mr. Coombs said there seem to be issues with the septic truck, and vehicles both unregistered and registered, kept in the front of the property and he does not see how adding more units to the existing 54 units, 400' setback buffer and maintenance actives to support the park will fix the problem. Mr. Witham offered that the other parcel (Map 5 Lot 70) could be used for parking maintenance vehicles and the front piece could be turned back into the buffer.

There was a conversation relative to how the proposal to combine the two lots and construct a multi-unit apartment building would change the approved manufactured home park site plan. Mrs. Rowden said if there was a lot merger it would require a new plan and application for a new Site Plan Review. Mrs. Rowden suggested that when Mr. Witham has a plan he should come in for a design review with the Planning Board to get an idea of what the Board will go along with to eliminate any issues beforehand. Mr. Meade suggested that someone who knows our Ordinances draw that plan. Mr. Witham agreed to do so.

Mr. Witham thanked the Board and left the meeting at 8:15 pm.

GOVERNOR'S FOREST/MARTIN FERWERDA
Map 3 Lot 002
Present: Owner Martin Ferwerda

At 8:20 pm Mr. Ferwerda met with the Board to discuss the annual review of the Governor's Forest excavation operation. Mr. Ferwerda said that in the past year he has taken out only a few cu yds of material for his own use, and to keep the excavation project active, so he wants to request to forgo having the Town Engineer conduct a site visit for this year. He said he has not sold gravel off the site in a couple of years.

There was some discussion relative to whether the Board Members are willing to do the annual site visit at the Governor's Forest gravel operation site instead of requiring it done by the Town Engineer, in light of Mr. Ferwerda's statement of inactivity at the excavation site. Mr. Karcz said the Board did the annual site visit last year and agreed that the Engineer would be required to conduct it this year. Note #1 on the 2013 approval for permit renewal says "The 2014 annual site visit shall be conducted by the Town Engineer."

After some conversation the Members decided that they would visit the Governor's Forest excavation site this year and they could call in the Town Engineer if need be. The Board agreed that the Town Engineer would be required to conduct next year's annual site visit of the

Approved May 21, 2014

operation.

Mr. Downing made the motion that Members of the Planning Board will visit the Governors Forest excavation site on May 23, 2014 at 4:00 pm in lieu of the Town Engineer unless something is found that, in the opinion of those Members present, requires an Engineers review. Motion seconded by Mr. Hunter with favorable vote except for Mr. Karcz who said he was opposed.

Mr. Ferwerda thanked the Board and left the meeting at 8:35 pm.

MERRILL EXCAVATION

The Members agreed that the annual site visit will be scheduled with the Town Engineer for the George Merrill excavation site on Beede Hill Road (Map 4 Lot 015). The standard \$1,000 escrow needs to be maintained to cover engineering fees.

MASTER PLAN

Energy Chapter

Growth Control Chapter.

The Board will review the Energy and Growth Control chapters of the Master Plan soon.

INCOMING CORRESPONDENCE

The Board received an invitation from the Raymond Planning Board to attend a joint meeting to discuss projects, zoning amendments, regional planning issues, etc. at 7:00 pm on June 19, 2014 at the Raymond High School.

Mr. Kohlhofer made the motion to adjourn at 8:40 pm.

Motion seconded by Mr. Karcz with unanimous favorable vote.

Next regular meeting: May 21, 2014.

Respectfully submitted,

Meredith Bolduc, Land Use AA/Recording Secretary

ACTION ITEMS

From April 16; Bolduc:

- Contact the Road Agent to review the bond amount for Thunder Road. Completed.
- Record Highfield/Rowland LLADJ Mylar. Completed.
- Record Beede Spaulding SD Mylar, Conservation Restriction Deed and Drainage Easement. Completed.

From May 7; Bolduc:

- Contact Lou Caron for review of the Thunder Road bond estimate.
- Contact Dan Tatem relative to the annual Town Engineer's site visit for the Merrill excavation operation.

LEGISLATIVE BILLS

The following bills are among those introduced for the 2014 Legislative Session. Mrs. Bolduc will follow these bills and report any results to the Board.

House Bill 114: This bill would allow Planning Boards to use their discretion in requiring a landowner subdividing their property grant a right of way to their neighbor if the neighbor's property is landlocked.

PROJECTS PENDING/COMPLETED WITH RPC

- CIP Annual Process - Funded with the 2010 Targeted Block Grant (TGB); completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009. Pending as of this date.
- Provide one (1) final paper copy and one (1) electronic version of the updated MP. Provide one (1) final copy of all elements of the CIP annual update process- Funded with the 2010 Targeted Block Grant (TGB); completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009. Pending as of this date.
- Vision Chapter of MP - Funded with the 2012 Targeted Block Grant (TGB); completion date of June 30, 2012. Paid Towns share of **2,500** in November 2011. Completed.
- Energy Chapter of MP – Funded through the Energy Technical Assistance Program (ETAP) (no Town cost-share). Completion date of April 30, 2012. Pending as of this date.
- Growth Control Chapter of MP – Funded through the 2013 Targeted Block Grant (TGB); Completion date of June 30, 2014.

Updated project timeline table below. **RPC**

Projects Non-CTAP	Status	2010 30 June	2012 April 30	2012 June 30	2014 June 30
CIP Process Submittal Materials (2010 TBG)	Pending	Contracted Completion Date			
1 final copy of updated MP, CIP elements (2010 TBG)	Pending	Contracted Completion Date			
MP	Pending		Completion date		Contract Completion Date
Energy Chapter MP	Pending				Contract Completion Date
Growth Control Chapter					Contract Completion Date