



FREMONT PLANNING BOARD  
June 18, 2014  
Meeting Minutes

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

Mr. Barham opened the meeting at 7:05 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 June 4, 2014 meeting as written. Motion seconded by Mr. Downing with unanimous favorable.

#### MERRILL EXCAVATION

Map 4 Lot 015, Beede Hill Road

On May 22, 2014 Town Engineer Dan Tatem, Mr. Meade and Mr. Karcz conducted the annual site visit at the Merrill excavation site.

Mr. Tatem's report in *italics*: (see file)

- 1. The disturbed, unstabilized portion of the site appeared to be less than the maximum 5-acre allowable area.*
- 2. There were two exterior side slopes around Excavation Area #8 that appears to be final graded and should be stabilized with loam and seed. (see photo #1)*
- 3. There was one location where a small stockpile of fill was higher than the top of the back slope, allowing stormwater to leave the site. This stockpile must be removed so all stormwater is contained within the excavation area. (see photo #2)*
- 4. We noted a significant volume of imported loam that was stock piled in the center of the site, at the base of the existing large stockpile of loam that was striped form the on-site areas of excavation. This loam must be stabilized with vegetation. (see photo #3)*

*The owner agreed to complete the work to address the three deficiencies noted within 30 days. As done in the past, the owner will submit photographic documentation of the work to the Planning Board of the project file.*

The checklist for the site visit mirrored Mr. Tatem's report. Mr. Meade took a number of pictures and in his written report of the site visit he stated that *Grass and clover were established*

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*in areas we had been concerned with last year. There was one low spot out front (not requiring immediate attention) and another out back (that is eroding and needing attention). Some material was processed and moved from the rear of the pit to the front. There needs to have some stabilization on one side of the road going through the pit (or material moved.)” Mr. Merrill agreed that the areas of concern would be taken care of within thirty days.*

Mr. Meade noted that Mr. Tatum’s report did not say anything about material on the side of the road that goes through the middle of the pit that he said he wanted removed or stabilized.

Following some discussion, Mr. Barham made the motion to extend the existing Excavation Permit for the Merrill Excavation operation from July 1, 2014 to July 15, 2014 to allow time for Mr. Merrill to complete the work to address the three deficiencies noted by Mr. Tatem and submit photographic documentation of the work.

Motion seconded by Mr. Karcz with unanimous favorable vote.

#### DAN PERRY/SCRIBNER ESTATES

Map 2 Lot 001

The Board received and reviewed an updated road bond estimate for Thunder Road from Lou Caron of Caron Engineering. In his cover letter Mr. Caron stated that the road is constructed to a paved binder course except for 600’ which is constructed to subgrade. Items to be completed include the remaining 600’ of roadway, a 1” pavement wear course over the entire road, loam & seed along some of the ROW, treatment swales and miscellaneous other items. The date of the previous bond was July 21, 2010. Since that date there has been no new roadwork constructed at the site. This bond reflects current NHDOT Average Unit Prices for the year 2013 for the various construction items. The increase in the bond amount reflects the increase in most of the construction items since 2010.

Mr. Caron recommended the bond be increased to the following amount:

<u>Street Name</u>	<u>Station</u>	<u>Length</u>	<u>Previous Bond</u>	<u>This Bond</u>
Thunder Road	0+11 – 35+31	3,520 feet	\$130,800	\$144,900

It was previously decided that if the estimate is increased the Board should require the Irrevocable Standby Letter of Credit to be amended accordingly. Mr. Barham directed Mrs. Bolduc to draft a letter to the developer Dan Perry advising of this decision and of the amount of the Bond estimate increase.

The Board received a copy of a May 9, 2014 invoice #798683 from L. C. Engineering Co., LLC in the amount of \$579.20 for Thunder Road engineering services and a correspondence from Town Administrator Heidi Carlson to Treasurer Kimberly Dunbar relative to withdrawal of \$579.20 from the Beede Spaulding escrow account to cover the invoice.

#### BEEDE SPAULDING

Map 3 Lot 053

The Board received a copy of a May 9, 2014 invoice #798683 from Stantec in the amount of \$2,206.00 for Spaulding Road construction engineering services and a correspondence from Town Administrator Heidi Carlson to Treasurer Kimberly Dunbar relative to withdrawal of \$2,206.00 from the Beede Spaulding escrow account to cover the invoice.

**RPC CIRCUIT RIDER/PLANNER CONTRACT**

The Board received and discussed the annual contract for the Circuit Rider Planner submitted by the Rockingham Planning Commission. The contract project period covers July 1, 2014 – June 30, 2015 with the core services the same as the last four year’s contracts, but with a \$3.00 per hour increase in the hourly rate (from \$55.00 to \$58.00). This amounts to a \$474.00 increase for the year (total from \$8,690 to \$9,164). Mrs. Rowden said the increase is because costs have gone up.

Night Meetings	24 meeting x 3.5 Hrs	84 Hours
General Assistance	52 Weeks x 0.5 Hrs	26 Hours
	12 Months x 4.0 Hrs	48 Hours
<b>Contract Total</b>		<b>158 Hours x \$58.00/Hr = \$9,164</b>

There was a discussion relative to the fact that the Circuit Rider line in the current P/Z budget is \$8,700 and Mr. Barham noted that there could be a line transfer from the Professional Services line to cover the \$474 increase.

Mr. Kohlhofer made the motion that the Board recommend approval and authorized Mr. Barham to sign the July 1, 2013– June 30, 2014 RPC Circuit Rider contract, and forward it to the Board of Selectmen for their Chairman’s signature.

Motion seconded by Mr. Karcz with unanimous favorable vote.

**CHRISTINE WALKER**

**Preliminary for possible Site Plan Review**

15 Rogers Road  
Map 6 Lot 003-004

Present: Christine Walker, Douglas Andrew, Cheryl Farwell, Dan Strong, Matthew Blocker, Dennis Cardwell.

At 7:35 pm Ms. Walker met with the Planning Board relative to a proposed hair salon at 15 Rogers Road. The property is owned by Robert Andrew. The property is in the Flexible Use Residential Zone and is not in the Aquifer Protection District.

In answer to questions by the Board Ms. Walker said she is looking to open a space for her hair salon, she would begin with just herself and no other employees. She said the building is 850 sf. of space and there are already six parking spaces.

Mr. Barham said this was a commercial operation on a red road (Flexible Use Residential); the property has frontage on Beede Hill Road. There was a conversation relative to this being a change in use from the pet grooming business previously occupying the space. Mrs. Rowden said that this would be a change of use so Ms. Walker would need to come to the Board for a Minor Site Plan Review. The Board agreed.

At 7:45 pm Ms. Walker thanked the Board and she and Mr. Andrew and left the meeting.

MATTHEW BLOCKER/DENNIS CARDWELL  
Map 3 Lots 087 & Map 4 Lot 039

Voluntary Lot Merger

Present: Matthew Blocker

The Board received and reviewed a Voluntary Lot Merger form for property owned by Matthew Blocker and Dennis Cardwell and located at Map 3 Lots 087 & Map 4 Lot 039, 54 Rowe Drive, as per NH RSA 674:39-a Voluntary Merger.

Mr. Blocker said there is a home on lot 4-39. He said there is a shed on lot 3-87 and there are no further improvements planned for that lot.

As per the document, which is signed by owners Matthew Blocker and Dennis Cardwell, the applicants request that the Town of Fremont, New Hampshire hereby merge Map 3 Lots 087 & Map 4 Lot 039 for the purpose of being assessed and treated for regulatory purposes as a single tract or parcel of land.

By their signature on the form Matthew Blocker and Dennis Cardwell have certified that the parcels (i) are not subject to separate liens or mortgages, or (ii) any such liens apply equally to all parcels merged; and that all real estate taxes on all parcels are current.

The Board consulted the Fremont Tax Map that shows the dimensions of each lot. Following a discussion a request for a consensus from Mr. Barham, it was the unanimous consensus of the Board that this lot merger would not create a violation of the current Fremont Zoning Ordinance or Subdivision Regulations.

Mr. Karcz made the motion to approve the voluntary merging of the parcels located at Map 3 Lots 087 & Map 4 Lot 039, owned by Matthew Blocker and Dennis Cardwell, and direct Mr. Barham to sign the Voluntary Lot Merger form.

Motion seconded by Mr. Downing with unanimous favorable vote.

This form will be forwarded to the Board of Selectmen for their approval and signature and then recorded at the Rockingham Registry of Deeds at the applicant's expense.

#### BUILDING INSPECTOR

Mr. Meade reported:

Christopher Fuhs - 16 Beede Hill Road: He sent a letter to Mr. Fuhs relative to ongoing yard sales at the property, items for sale placed in the street right of way, and yard sale signs placed in the street right-of-way and not on his property. He will send a second letter highlighting what Mr. Fuhs needs to do.

David Gill - 116 Beede Hill Road: He sent a letter to Mr. Gill relative to a yard sale sign that has been up for 3 weeks in a row.

Sandown Road/107: He will send a letter to the owners of a sandwich sign on the island at the beginning of Sandown Road advertising a barn sale in Sandown relating that the sign and its placement are against Fremont's sign ordinance.

There was a conversation relative to limiting the number of yard sales permitted per year and yard sale signs. Mrs. Rowden agreed to research and submit recommendation options on yard sale sign changes in the Zoning Regulations and/or Selectmen's ordinance.

Peterson Farm – Martin Road: The electric panel in the field has not been fixed as he previously instructed. It is leaning at a slight angle, the backboard is ripped apart and the post is not secure. The area of the panel was roped off for the upcoming 250<sup>th</sup> celebration event. He is going to send a copy of his report from last year and some pictures to the Petersons with instructions that it is to be fixed before the next grass drag event.

Dan Perry – Thunder Road: Mr. Perry dropped off house plans for a lot on Thunder Road. There was a conversation relative to the status of the pavement on Thunder Road. Mr. Meade will ask Dan Tatem where a wear coat has been more than a year what needs to be done to get the road to adhere to the binder coat.

Stacey Phillips -77 South Road: Ms. Philips agreed that the swale beside her house was going to be done prior to July 1, but they are not going to meet the deadline. Their septic system has now failed. Mr. Meade asked Mr. Hunter if the Selectmen would agree to an extension of time to take care of this issue is feasible. Mr. Hunter said he would need to discuss this with the other Selectmen.

Lars Ekendahl- former Magnusson gravel pit on Rt 107: Me. Ekendahl is still looking for the parking lot not be considered the driveway and needs to be built up to the 4'. He asked the Board if he should follow up with another letter and Mr. Barham said the minutes were clear that the driveway and parking areas are the same as construction of development and it needs to be built up.

Mackey -25 Kingman Court: Filling wetlands. Mr. Mackey is working with Eben Lewis of DES to fix the problem and make it right.

#### JACOB'S COVE / JAKE DONIGIAN

Map 1 Log 098-1

Mr. Donigian did not keep his appointment to meet with the Board to address the issue of non-compliance with the stabilization requirements specified on the approved plans and as required by the NHDES Alteration of Terrain permit issued for the Jacob's Cove project as reported in Town Engineer Dan Tatem's construction status update letter of May 23, 2014.

Mrs. Bolduc will follow up with Mr. Donigian to reschedule his appointment.

The Board received a copy of a June 6, 2014 invoice #798681 from Stantec in the amount of \$204.54 for construction engineering services for the Donigian subdivision (Jacob's Cove) and a correspondence from Town Administrator Heidi Carlson to Treasurer Kimberly Dunbar relative to withdrawal of \$204.54 from the Donigian escrow account to cover the invoice.

## MASTER PLAN

Energy Chapter

Growth Control Chapter.

Mrs. Rowden submitted a draft of the Growth Management Chapter of the Master Plan for each Member to take home and review at his leisure. She pointed out, and there was discussion relative to, the graphs including population growth, population projections, and average annual population growth rates for New Hampshire, Rockingham and Hillsborough Counties for 2010 – 2040. Mr. Rowden said she does not think Fremont's growth is out of control. Mr. Kohlhofer said the last projections were wrong.

Mrs. Rowden pointed out the building permits graph that showed permits issued in Fremont from 2003-2013 and the residential building permits graph for the surrounding towns. The next graph was a full tax value rate for Fremont and surrounding towns. Fremont has the highest taxes in Rockingham County. Appendix A is the Legal history.

Mr. Kohlhofer said it would be interesting to see where we are spending our tax money. Mrs. Rowden said she will add in the school enrollment numbers and the school portion of the taxes.

The Growth Management Chapter of the Master Plan will be on the agenda to discuss at the next meeting.

## CIP

There was no update at this time.

## INCOMING CORRESPONDENCE

Mr. Hunter made the motion to adjourn at 9:05 pm.  
Motion seconded by Mr. Karcz with unanimous favorable vote.

Next regular meeting: July 2, 2014.

Respectfully submitted,

Meredith Bolduc, Land Use AA/Recording Secretary

## ACTION ITEMS

From June 4: Bolduc

- Send copies of approved excavation permits to PJP, Galloway and Governor's Forest. Completed.
- Contact Jake Donigian relative to rescheduling his appointment. Completed.
- Forward the Fraser lot merger forms to the Selectmen for signatures and then to the RRD for recording. Completed.

From June 18:

Bolduc

- Draft and send a letter to Dan Perry relative to increasing the LOC for Thunder Road. Completed.

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- Forward the Blocker/Cardwell lot merger forms to the Selectmen for signatures and then to the RRD for recording. Completed.

Rowden:

- Research and submit recommendation options on yard sale sign changes in the Zoning Regulations and/or Selectmen’s ordinance. Completed.

### 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 1210: This bill would require written notification of any zoning changes or amendments to abutters or anyone whose land would be affected. It reads in part:

*Any person owning property in the municipality may request notice of all public hearings on proposed amendments to the zoning ordinance, and the municipality shall provide notice, at no cost to the person, electronically or by first class mail. If a proposed amendment to a zoning ordinance would change a boundary of a zoning district and the change would affect 100 or fewer properties, notice of a public hearing on the amendment shall be sent by first class mail to the owners of each affected property. If a proposed amendment to a zoning ordinance would change the minimum lot sizes or the permitted uses in a zoning district that includes 100 or fewer properties, notice of a public hearing on the amendment shall be sent by first class mail to the owner of each property in the district.*

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 Energy Chapter	Pending		Completion date		Contract Completion Date
MP Growth Control Chapter	Pending				Contract Completion Date

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