



FREMONT PLANNING BOARD
January 21, 2015
Meeting Minutes

Present: Chairman Roger Barham, Vice-Chairman John (Jack) Karcz, Member Jack Downing, Selectmen Brett Hunter, Alt. Phillip Coombs, Building Official Bob Meade, interim RPC Circuit Rider Glenn Copleman, 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

There was a discussion relative to the Richard Fisher topic in the January 7, 2015 minutes. Mr. Downing made the motion to approve the minutes of the January 7, 2015 meeting subject to changing “fuel volume” to “asphalt output” under the Richard Fisher topic. Motion seconded by Mr. Karcz with unanimous favorable vote.

REORGANIZATION OF THE BOARD

Mr. Downing motioned to recommend moving Phillip Coombs from Planning Board Alternate to full Board Member.

Mr. Hunter seconded the motion with unanimous favorable vote. Mr. Coombs accepted.

Mr. Coombs nominated Mr. Barham to serve as Chairman for the coming year.

Mr. Downing seconded the nomination and the vote was unanimously in favor of the nomination.

Mr. Barham accepted the nomination.

Mr. Coombs nominated Mr. Karcz to serve as Vice-Chairman for the coming year.

Mr. Downing seconded the nomination and the vote was unanimously in favor of the nomination.

Mr. Karcz accepted the nomination.

BUILDING INSPECTOR

Mr. Meade reported:

326 Main St. (former Fire station), Tom Nisbet: A letter went out to Mr. Nisbet reminding him that there can be no parking in front of the building and he has since installed no parking signs on the front of the building.

300 Main St. Ann Sloan: A letter went out to Ms. Sloan relative to the illegal apartment in the basement of her building. She has contacted the Land Use Office to say that she will be submitting an application for a Variance to address several zoning issues with the property.

67 Gristmill Road, Jack Carson: A letter went out to Mr. Carson relative to the recent construction of his foundation being 48' to the road (2' too close) and instructing him that he would need to seek an Equitable Waiver from the Zoning Board of Adjustment.

84 Sandown Road, Leon Holmes, Sr.: Mr. Meade received an anonymous letter asking if Leon Holmes, Sr. has a permit to put a lean-to on his garage. He will submit a letter to the Selectmen saying that Mr. Holmes has a permit and all is in order.

Linda Tuck, 16 Tibbetts Road: A second notice of violation (including fine information) will go out to Ms. Tuck soon relative to moving the shed that has been placed too close to the side lot line of the property.

JACOB'S COVE

Map 1 lot 098-1

The Board reviewed the January 15, 2015 final revised surety estimate for the Jacob's Cove project submitted by Dan Tatem/Stantec.

In his letter Mr. Tatem stated that *"per article IV, Section 1B of the Subdivision Regulations it is required that the reduced surety estimate include 20% of the original, total surety estimate for construction. However, this was discussed with the Board and was waived, with the condition that the revised estimate include a 10% line item for escalation and a 15% line item for contingencies. Also the Board noted that the revised estimate cannot be less than 20% of the original amount of \$780,748.80.*

The attached estimate includes the two requested line items and totals \$168,187.50. We recommend that the Board approve this surety estimate and that the Developer provide an acceptable form of surety in this amount. In addition, we understand that the Developer must provide surety for the remaining work, prior to the issuance of building permits."

After discussion and careful review, Mr. Downing made the motion to recommend surety for Jacob's Cove in the amount of \$168,187.50 as recommended by Mr. Tatem.

Motion seconded by Mr. Karcz with unanimous favorable vote.

STANTEC

Mrs. Bolduc reported that Dan Tatem has asked her to remind the Board that there is \$4,000 in account with Stantec to be used for planning related regulations or regulation updates.

It was agreed that some regulation changes will be discussed at the next meeting.

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BENJAMI & ELIZABETH REMICK / WILLIAM & VALERIE MILLIOS
Map 6 Lot 062-12-03 Map 6 Lot 062-12-04 Lot Line Adjustment
Public Meeting

Present: Owners Benjamin Remick and William Millios

Mr. Barham opened this Public Meeting at 7:30 pm and read the notice of the Public Meeting which was as follows:

In accordance with NH RSA 676:4, I (d) and 675:7, notice is hereby given that the Fremont Planning Board will hold a Public Meeting at 7:30 pm on Wednesday January 21, 2015 at the Fremont Town Hall, basement Land Use meeting room concerning a minor lot line adjustment between Map 6 Lot 062-12-03 owned by Benjamin and Elizabeth Remick and Map 6 Lot 062-12-04 owned by William and Valerie Millios.

The proposed Lot Line Adjustment is to convey .010 acres from Map 6 Lot 062-12-04 to Map 6 Lot 062-12-03.

The final area for Map 6 Lot 062-12-03 is proposed to be 4.48 acres (195.065 sq. ft.)

The final area for Map 6 Lot 062-12-04 is proposed to be 2.78 acres (121.106 sq. ft.)

You are invited to attend in person or by counsel or agent.

Mrs. Bolduc noted that there was a typo in the notice and it should have read “to convey 0.10 acres”.

Mr. Barham stated that this meeting was noticed on January 6, 2015 at the Fremont Post Office, Fremont Town Hall, and on the Fremont web site. The applicant and all abutters were notified via certified mail on January 6, 2015 and all returns have been received. The application package consisted of the application, signed checklist, multiple sets of plans, cover letter of intent, current abutters list, and proper check amount. Also received were December 4, 2014 letters of permission from Valerie & William Millios and Benjamin & Elizabeth Remick allowing S. E. C. and Associates to represent them in all matters pertaining to the references lot line adjustment, and copies of the deeds to both properties.

Mr. Barham read the December 4, 2014 letter of intent from Surveyor/Project Manager Charlie Zilch, representing the applicants.

The intent of this application is to seek approval to allow for an adjustment of the lot line between tax map 6 lots 62-12-3 & 4. Specifically to transfer 0.10 acres of land from 62-12-4 to 62-12-3. This 0.10 acre parcel is a triangular in shape and would add 74.6 feet of frontage to lot 63-12-3. The parcel encompasses land that had been previously landscaped as part of lot 62-12-3. The remaining area and frontage o f lot 62-12-4 meets and exceeds all subdivision and zoning requirements.

Comment sheets were received from: (comments in *italics*)

Road Agent: *No comment.*

Health Officer: *No comment.*

Code Enforcement Officer: *No comment.*

Fire Chief: *No Concerns with this.*

The Board received the following report from interim RPC Circuit Rider Glenn Copleman.

This review pertains to a Lot Line Adjustment plan for the above referenced lots dated December 3, 2014, as submitted to the Town of Fremont by S.E.C. & Associates.

Summary: *This submittal requests an adjustment of the lot line between the two parcels such that a 0.10 acre triangular piece of land is transferred from Lot 4 to Lot 3. This is a fairly simple action that will transfer land to Lot 3 that the owners have been maintaining all along (under the misconception that they already owned it). It will also make Lot 3 more conforming to current road frontage standards, while not reducing the conformity of Lot 4.*

Points to consider:

- 1) *My review indicates this plan is complete and ready for the Board to invoke jurisdiction.*
- 2) *0.10 acres of land will be transferred from Lot 4 to Lot 3.*
- 3) *Lot 3 will receive 74.6 feet of additional road frontage as a result of this action.*
- 4) *Lot 4 will lose an equal amount of frontage, but is left with more than 300 feet of frontage.*
- 5) *Boundary line monumentation is in place per town requirements.*
- 6) *No construction is taking place per this request.*
- 7) *Permission of both property owners has been provided in writing.*
- 8) *Both property deeds have been provided with the submittal.*

The Board reviewed plan #14-2038 prepared by S.E.C. & Associates, Inc. and dated December 3, 2014. The plan showed the properties involved and the proposed new lot lines for each property. Notes on the plan indicate:

- The intent of the plan is to adjust the lot line between the two subject parcels.
- Owners of each lot
- Reference plans
- Purpose of the plan - “to adjust the lot lines between the two subject parcels”.
- Properties are not within the Aquifer Protection District.

There were no abutters or public present at this meeting.

Following a review by the Board of Mr. Coppleman’s report and the plan, Mr. Downing made the motion to accept and take jurisdiction of the plan as presented.

Motion seconded by Mr. Coombs with unanimous favorable vote.

In answer to questions by the Board, Mr. Remick explained that the reason for the LLADJ is to combine with his property (lot 3) the 0.10 portion of property that he thought was his and has landscaped as his, but was actually part of lot 4.

After careful consideration and no further questions by the Board, Mr. Downing made the motion to approve to approve the Lot Line Adjustment as requested by the owners to convey 0.10 acres of property shown on the plan #14-2038 prepared by S.E.C. & Associated, Inc. and dated December 3, 2014 as Parcel “A”, from Map 6 Lot 062-12-04 owned by William and Valerie Millios to Map 6 Lot 062-12-03 owned by Benjamin and Elizabeth Remick.

The final area for Map 6 Lot 062-12-03 is proposed to be 4.48 acres (195,065 sq. ft.)

The final area for Map 6 Lot 062-12-04 is proposed to be 2.78 acres (121,106 sq. ft.)

Conditions of Approval

1. The Mylar and final plans shall be submitted within 30 days of this approval.

Motion seconded by Mr. Karcz with unanimous favorable vote.

The applicants agreed to submit the proper recording fees when they submit the Mylar and plans for the Board to sign.

It was noted that the approval of the Planning Board does not create the new line. Lines dividing parcels of land do not move or disappear without a conveyance or a merger. The owners of the respective lots must transfer, by deed, parts of their respective parcels to each other (in some situations only one owner transfers to the other). The documents reflecting the conveyance should then be recorded in the registry of deeds along with the plan approved by the Planning Board.

Mr. Karcz made the motion to close this Public Meeting at 7:50 pm.
Motion seconded by Mr. Downing with unanimous favorable vote.

CAPITAL IMPROVEMENTS PROGRAM (CIP)

Mr. Barham reported that he and Mr. Copleman have met to come up with a process for moving forward with the Fremont CIP. He will present the CIP proposal to the Board for discussion at the next meeting.

INCOMING CORRESPONDENCE

There was no incoming correspondence received.

CORPORATE COMMERCIAL DISTRICT

Mr. Coombs said there has been some concern relative to prime wetland being in the Corporate Commercial District (CCD). He said there have been some instances in another town where an area has been taken out of prime wetlands. There was a conversation relative to the area of the Corporate Commercial District, the process that the Town went through for prime wetland designation and whether the Town would want to consider having some taken out in the area of the CCD. No decisions were made.

Mr. Karcz made the motion to adjourn at 8:15 pm.
Motion seconded by Mr. Downing with unanimous favorable vote.

Next regular meeting: February 4, 2015

Respectfully submitted,

Meredith Bolduc, Land Use AA/Recording Secretary

ACTION ITEMS

From January 7
Barham

- Meet with Mr. Copleman to map out a course for the CIP. Complete.

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From January 21
 Bolduc

- Process the LLADJ decision for Remick and Millios
- Have Coombs PB appointment drawn
- Forward the Jacob's Cove security recommendation to the Selectmen

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.
- 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	2014 August 20
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	Completed				Contract Completion Date	Approved