



FREMONT PLANNING BOARD
September 2, 2015
Meeting Minutes

Present: Chairman Roger Barham, Vice-Chairman John (Jack) Karcz, Jack Downing, Andy Kohlhofer, Selectman Leon Holmes, Circuit Rider Jenn Rowden and Building Official Bob Meade

This meeting was live broadcast on FCTV channel 22.

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

MINUTES

Jack Karcz made the motion to approve the minutes of the August 19, 2015 meeting. Motion seconded by Mr. Holmes with unanimous favorable.

CAPITAL IMPROVEMENTS PLAN (CIP)

Ms. Rowden met with Chairman Barham and Town Administrator Heidi Carlson on Tuesday September 1, 2015 to review the scope of work for the CIP.

The CIP Subcommittee kickoff meeting expected to be in late September and other meetings will be held November 2, 2105, November 16, 2015, and December 7, 2105. Rowden is working on an updated worksheet for Departments to use in outlining each item they want included in the CIP, as well as the overall outline of the process. Both will be forwarded out to Committee members and to the Department Heads. This includes the School, Highway, Fire Rescue, Police, Library, Parks & Recreation, Selectmen, Conservation Commission, Energy Committee, and Emergency Management.

Barham will oversee the CIP subcommittee of the Planning Board, and Heidi Carlson will get information and the worksheets out to Department Heads.

Ms. Rowden stated that this year's CIP would take some work, but once the CIP process becomes routine for the Town Department, School, and the Planning Board, it is a simple process. The CIP is a six year planning document is for capital projects over \$10,000 (not personnel) and that fall into categories such as land, equipment, building repairs, etc. It is updated annually.

The Planning Board needs to designate two CIP representatives by vote of the Board. Mr. Barham volunteered and the other Planning Board member would be determined at the next Board meeting. There was some discussion as to whether Mr. Coombs who had once volunteered would still be interested or perhaps one of the other members not present. The other CIP Committee members are one Selectmen's representative, one School Board representative, and two Budget Committee representatives.

Mr. Kohlhofer invited all to see the renovations at the school in particular, the school floor.

BUILDING INSPECTOR'S REPORT

Mr. Meade stated that there had been one new home on Sandown Road, three additions (two on Main St, one on Beede Hill), one garage, five renovations, a deck and twenty three trade permits for the month of August. Someone had called in that surveyors were on the property across the street from Seacoast Soccer and was afraid that the land between Shirkin Road and Route 101 would be turned into soccer fields (and had concerns about the noise). The Road Agent had said that Mr. Suprenant had called an offered to remove the fill too close to the wetlands. Mr. Meade stated that he would wait to file the complaint with DES as long as this was taken care of properly in a reasonable amount of time. There was also a complaint of a shed being built too close to a neighbor's property line.

RPC CIRCUIT RIDER CONTRACT

It is noted for the record that the Rockingham Planning Commission Circuit Rider Contract has been executed and the RPC copy returned to their office. The Town has paid the first half installment on the contract as well. The balance will be paid near year end.

7:30 PM MEETINGS

BARTHELEMY / TACK SHACK / MARTIN ROAD AUTOMOTIVE SITE PLAN REVIEW

Reopen Public Hearing (Parcel 06-021) for continuation. This Public Hearing was continued from the August 5, 2015 meeting, following a request for a continuance granted at the meeting of August 19, 2015. All but one notice was picked up by abutters, and the last notice has been returned to the Town unclaimed. Department Plan Comment sheets received. Only the Building Inspector commented about the permitting process, which would take place after the Site Plan is approved.

Owner's Agent Mr. McDonald was present with updated plans to address follow-up issues from his meeting with RPC Circuit Rider Planner Rowden on Tuesday August 11, 2015.

Ms. Rowden summarized for members that had not been to the last meeting(s). The last plan had been incomplete, the new plan was updated including the 1500 sq. ft. addition to the existing 2400 sq. ft. building and the abutters were now on the plan. A minor site plan application is required to be less than 1000 sq. ft. per the site plan regulations. However, the applicant had applied for a waiver from this requirement to allow the 1500 square foot addition with the justification that the proposal met the intent of the minor site plan requirements. The change to the site is minor, this is only an expansion of an area for repairing vehicles.

Mr. McDonald read the letter of intent and stated there would be no change to the hours of operation. Mr. Karcz made a motion to take jurisdiction of the plan, Mr. Downing seconded and it was unanimously accepted. Next Mr. Karcz made a motion to accept the waiver to allow the application to follow the minor site plan requirements and Mr. Downing seconded with all voting in favor. Mr. Holmes made a motion to approve with Mr. Karcz seconding and another unanimous vote.

Mr. McDonald asked about building permits and getting that started. Mr. Meade handed him a building permit application form.

FORMER FREMONT MOTOR SPORTS / FREMONT ENGINEERING 02-135.001

Nicole McKinney, operating Goldwings plus LLC has asked for time on the Board's agenda to discuss her plans at the former Fremont Motor Sports Site at 808 Main Street. This is also the site of the former Fremont Engineering (810 Main Street). After looking over the drawings and some discussion (including the possibility

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of a tattoo shop), Mr. Meade and Ms. Rowden pointed out that this is in the Aquifer Protection District and any change would need to go before Fremont Zoning Board for a Variance. Ms. Rowden cited Article XI Aquifer Protection District E. Use Regulations 4. Prohibited uses i. Automotive service and repair shops. Article II Section 1. The current location of the motor sport business could remain, but to expand or move into the second building would require the Variance.

OLD BUSINESS

TA Heidi Carlson spoke with Galloway Trucking in follow-up to the last meeting, to advise that Mr. Quintal had left off plans with the Town but a formal application from the owner is required for the Planning Board to take any action.

MASTER PLAN

Mr. Barham asked at the last meeting for all members to review the updated Energy Chapter. He stated tonight that he would like to hear what the Energy Committee has to say before we discuss this again. This is on the Energy Committee schedule for their next meeting of September 15, 2015.

Heidi Carlson will obtain an electronic copy of the updated chapter and see that it is forwarded to the Energy Committee.

Ms. Rowden mentioned that she was still reviewing.

ZONING ORDINANCE RECODIFICATION

At the last meeting, Ms. Rowden produced a copy of the Zoning Ordinance renumbered and laid out to flow better than what we have been adding to over the years. It will be sent out for all to review. Barham is working on the layout of the Sign Ordinance for later distribution. It was decided that most of the Sign Ordinance could wait until next time and went through “Signs authorized without a permit” and “Prohibited signs” (prohibited spelled right). Our task will be to review signs with permits. Mr. Barham wanted to touch on this briefly, he passed out hand outs and read the old sign ordinance that Mr. Meade had furnished. Mr. Meade also noted that besides the reference in the old ordinance stating “shall not be placed in so as to obstruct view on highway, the new ordinance spells out more on the R.O.W. under 1.6 Additional Sign Standard in the new ordinance (our reading after signs with a permit).

INCOMING CORRESPONDENCE

1. Invitation to Regional Joint Planning Boards meeting in Raymond on Thursday September 17, 2015. The meeting will be held at the Media Center Library at the Raymond High School at 45 Harriman Hill Road in Raymond.
2. Fall Law Lecture Series – NHMA is holding their annual law lecture series this fall. (See notice of dates and topics). Mr. Barham read the flyer lectures, asked the members to give consideration and if any meeting dates need to be adjusted if members plan to attend.

UPCOMING MEETINGS

A Three lot subdivision of parcel 02-098 has been received and is scheduled for a first Public Hearing on September 16, 2015. Copies of the plan and comment sheets are being distributed to Town Departments, and Ms. Rowden has been sent a copy of the plans by the applicant, Roscoe Blaisdell on behalf of the owner, Deborah Hamilton.

With no further business to come before the Board, Mr. Karcz made the motion to adjourn at 8:20 pm. Motion seconded by Mr. Downing with unanimous favorable vote.

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Next regular meeting: September 16, 2015

Respectfully submitted,

Bob Meade
Building Inspector / Code Enforcement Officer

ACTION ITEMS:

Zoning ordinance and sign ordinance