

**Board Members Present:** Chair Paul Powers, Vice Chair Andrew Kohlhofer, Member Jack Karcz

**Also Present:** Administrative Assistant (and Alternative Member) Leanne Miner; Madeleine DiIonno, Planner Rockingham County Planning Commission

## **I. WELCOME**

Mr. Powers opened the meeting at 7:02PM and appointed Leanne Miner to vote in place of Brett Hunter.

## **II. MINUTES**

**Mr. Karcz made a motion to approve the meeting minutes for November 1, 2023. Mr. Kohlhofer seconded the motion and the motion passed 4-0.**

## **III. CONTINUED BUSINESS –**

- 1. Map 2, Lot 151-2-4 - Site Plan Review -** Play Laugh n Grow Childcare and Preschool proposes to construct a 7,456 square foot facility on Iron Horse Drive. The facility will provide childcare and preschool services and will house 150 occupants including staff.

Applicant Representative, Bill Gregsak, requested a continuance to the next meeting, December 6, 2023, via email. There has been some confusion about what version of the plan set has been submitted for review by the Town Engineer. Ms. Miner will distribute the most recent plan set and Town Engineer Review letter and follow up with the Applicant and Town Engineer to continue technical review in advance of the next meeting. Also outstanding is the hydrogeology report.

**Mr. Karcz made a motion to continue the public hearing for the Site Plan Review Application for Play Laugh and Grow Childcare Center at Map 2, Lot 151-2-4 to December 6, 2023, at 7PM. Mr. Kohlhofer seconded the motion and the motion passed 4-0.**

- 2. Master Plan – Transportation and Housing Chapters, as amended.**

Ms. Miner failed to make the notice for a public hearing in time for a public hearing this evening, so she asked the Board to vote to move the public hearing to December 6.

**Mr. Kohlhofer made a motion to move the Transportation and Housing Chapters of the Master Plan, as amended to December 6, 2023, at 7PM. Mr. Karcz seconded the motion and the motion passed 4-0.** All documents are posted online.

- 3. 2024 Zoning Ordinance Updates**

- a. Elderly Open Space:** Moved to public hearing December 6, 2023 at 7PM.
- b. Land Use Definitions-Storage facility and Warehouse:** Moved to public hearing December 6, 2023 at 7PM.
- c. Solar Ordinance:** An updated draft was distributed with significant changes made to consolidate the ordinance. Items discussed included sizing and definitions (dimensions, power, mounting) and where systems are permitted by right, permitted with a conditional use permit, or prohibited. Buffering requirements are consistent with what is required elsewhere in Fremont regulations. The Board discussed the height of ground-mounted solar and agreed ground system height should be consistent with any district building height requirements. Roof mounted systems are exempted from height requirements. Modified setback requirements were discussed. It was agreed any variance to current structural setbacks should be under the purview of the Zoning Board of Adjustment which requires abutter noticing.

Ms. DiIonna will follow up on power capacity and other items to updated the ordinance for discussion at the December 6 meeting.

**Ms. Miner made a motion to move zoning Amendment Proposals 1 and 2 for Article 13 (Elderly Open Space) and Proposal 3 for Articles 4 and 7 (Storage Facility and Warehouse) to a public hearing on December 6 at 7PM. Mr. Karcz seconded the motion and the motion passed 4-0.**

#### **IV. NEW BUSINESS –**

- 1. Capital Improvement Program (CIP)** – The CIP has been amended to include potential revenue sources and current balances for Capital Reserve Accounts, School Impact Fees, etc for discussion by the Budget Committee. Ms. Miner will ask that the CIP be added to the agenda for the Budget Committee to ensure some level of discussion. Ms. Miner will distribute the CIP to all members and post the current on the website. Next year, Ms. Miner will request updates July-August, and meet in September.

#### **V. ADMINISTRATION, OTHER**

- 1. Incoming Correspondence and Project Updates -**
  - a. Construction Reporting – Liberty Lantern** – Fremont’s Consulting Town Engineer and Field Engineer, Keach Nordstrom Associates, Inc. (KNA) provided a letter notifying the Planning Board that the Gravel Wetland (drainage treatment system) has been complete. Based on completion of this work, installation of silt soxx in lieu of curbing, and installation of base course of pavement, Certificates of Occupancy may be issued as otherwise eligible. The performance bond has been posted for remaining work in the amount shown on KNA Improvement Worksheet dated 10-5-23, \$76,739.50.
  - b. Jacobs Cove Roadway Acceptance** – The Select Board is requesting Planning Board approval for site work completion in support of the Applicant’s request for roadway acceptance. Ms. Miner reviewed the request and noted that roadway As-Builts were distributed to the Board on October 18<sup>th</sup>, 2023. KNA inspected the roadway and reviewed the approved subdivision plans and Fremont Regulations for compliance and found all work to be satisfactory. With no objections, Ms. Miner moved to recommend acceptance.  
**Ms. Miner made a motion to approve work on Jacobs Cove Subdivision, Map 1, Child Lots to 98) as required and recommend the Select Board accept the roadway as public. Mr. Karcz seconded the motion and the motion passed 4-0.**
  - c. Gristmill** – A certificate on monumentation was received for Gristmill Landing Phase 2 certifying that all property corners and Right of Way bounds have been set according to Gristmill Landing Phase 2, dated September 2003, approved by the Board in 2006. No action needs to be taken.

#### **VI. ADJOURNMENT**

**Mr. Karcz made a motion to adjourn the meeting at 8:04PM. Mr. Kohlhofer seconded the motion which passed 4-0.**

Respectfully submitted,



**Leanne Miner, Land Use Administrative Assistant**