

**Board Members Present:** Chair Paul Powers, Vice Chair Andrew Kohlhofer, Ex Officio Roger Barham, Members Jack Karcz and Ashley Irwin.

**Also Present:** Administrative Assistant Leanne Miner; Bill Gregsak of Gregsak & Sons, Inc. on behalf of Play Laugh n Grow

## **I. WELCOME**

Mr. Powers opened the meeting at 7:02 PM.

## **II. MINUTES**

**Mr. Karcz made a motion to approve the meeting minutes for December 6, 2023. Mr. Kohlhofer seconded the motion and the motion passed 5-0.**

## **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, distributed the following documents and addressed the Board providing the following updates.

### **Materials Distributed:**

1. Plan Set (9 sheets) dated November 30, 2023 revised per Town Engineer review letter 10/18/23.
2. Architectural Drawings showing the Raymond NH facility.
3. Town Engineer review letter dated December 7, 2023.
4. Cover letter from Gregsak & Sons dated December 20, 2023, including a response to the Traffic Study requirements and response to comments with regard to queuing/stacking of vehicles for child drop off and pick up, photos and scale of proposed signage
5. Revised Stormwater Inspection and Maintenance Manual, December 20, 2023.

**Updates** in response to Town Engineer letter December 7, 2023 we discussed as follows:

1. State permits – still pending
2. Driveway permit – still pending
3. Signage – The signage for the business will be on the building and at the front of the property to be seen from Iron Horse Drive. The applicant has no interest on putting their name on the Main Street sign for the Iron Horse Industrial Park. The Board made note that should the Applicant change their mind, they do not need to seek input from the Planning Board.
4. Items 3 and 4 from the Town Engineer review letter dated December 7, 2023 still need to be addressed.
5. Regarding the concluding recommendation in the hydrogeologic assessment, any limitation or prohibition of a janitorial ‘slop sink’ will be shown in the building plans. Ms. Miner also noted that in her discussion with the Town Engineer that he felt the report was more than adequate given the use. In addition the applicant needs to get final approval from NHDES for a public supply well due to the number of occupants. That permit/application will include additional information on water supply and quality.

6. The memo provided (dated December 20, 2023) addresses multiple comments by the Town Engineer and Select Board related to queuing concerns. The Applicant has stated that the school size is consistent with the sister facility in Raymond NH where they have been operational for a couple of years. They have no issues with traffic at the Raymond facility. For comparison, the Raymond facility site plan was provided which shows a smaller onsite parking and drop off area. The Fremont facility will have more parking and additional curb space to offload than Raymond.
7. OMM Manual revisions were made per RPCs comment (October 31, 2023 memo) and distributed under the cover letter dated December 20, 2023.

Ms. Miner reviewed standard and project specific conditions of approval that were considered by the Board, Town Engineer, RPC, or others as follows for the Boards consideration:

1. This Notice of Decision shall be recorded at the Rockingham County Registry of Deeds.
2. Plan Sheets 1 and 3 Mylars shall be recorded at the Rockingham County Registry of Deeds and a digital copy of the Mylars shall be provided for Town Land Use file.
3. Town Engineer comments dated December 7, 2023, shall be addressed to the satisfaction of the Planning Board, or its designee.
4. Two paper copies of the full and final plan set (1 full size and 1 half size) shall be signed for Town Land Use files.
5. All conditions of approval shall be noted on the approved plans and Mylars.
6. All licensed professionals whose names appear on the approved plans and Mylars shall have original stamps and signatures.
7. All required state permits are received, and permit numbers noted on the approved plans and recorded Mylar sheet.
8. Escrow must be posted with the Town for site compliance monitoring under SPR 1.24 prior to construction.
9. Reclamation surety of the site under SPR 1.26 shall be established prior to construction.
10. Any significant change to the approved site plan required to meet state fire code, building code, or state permit must be reviewed by the Planning Board prior to implementation.
11. All fees incurred by the Planning Board, including but not limited to consulting, engineering, and legal fees, have been paid by the applicant.
12. All the above conditions of approval are met within 365 days of this approval date. The Planning Board may grant an extension of its original approval with good cause.

**Mr. Karcz made a motion to approve the Site Plan Review Application for Play, Laugh and Grow Childcare Center at Map 2, Lot 151-2-4 with the conditions as read. Mr. Kohlhofer seconded the motion which passed 5-0.**

Mr. Gregsak left the meeting at 7:26 PM.

#### **IV. NEW BUSINESS –**

1. **Public Hearing on Zoning Ordinance Article 15 (Proposal 4):** Add Solar Energy System Ordinance to accommodate solar energy systems and distributed generation resources in appropriate locations, while protecting the public's health, safety, and welfare.

Ms. Miner made minor edits to the most recent version to be consistent with Fremont Regulation. These changes were reviewed and accepted by the Board. Changes made were discussed at previous meetings but were not carried forward in the most recent draft. They were

administrative, provided clarity, and modified to be consistent with other Fremont Regulations. Such changes were deemed not of the significance to warrant another public hearing.

**Mr. Kohlhofer made a motion to open the hearing for public comment on proposed Zoning Ordinance Amendments to add a new Article 15 (Proposal 4). Mr. Karcz seconded the motion which passed 5-0.**

No comments were received in advance of the hearing and there were no public comments made at this hearing.

**Mr. Kohlhofer made a motion to close the hearing for public comment on proposed new Article 15 (Proposal 4). Mr. Karcz seconded the motion which passed 5-0.**

**Mr. Barham made a motion to move Article 15 (Proposal 4) to the 2024 Warrant: Add Solar Energy System Ordinance to accommodate solar energy systems and distributed generation resources in appropriate locations, while protecting the public's health, safety, and welfare. Mr. Karcz seconded the motion which passed 5-0.**

## **V. ADMINISTRATION, OTHER**

### **1. Circuit Rider Business –**

- a. Ms. DiIunno reported that a final draft of the Town's Source Water Protection Plan (December 2023) has been completed with the committee and is ready for formal adoption by the Planning Board. Ms. Miner will post the final on the Town's website and solicit department comments before posting final approval at an upcoming meeting.
- b. Master Plan Chapters – Facilities and History chapters are being drafted. Ms. DiIunno anticipates distribution to the Board end of January 2024.

### **2. Incoming Correspondence and Project Updates -**

- a. The Conservation Commission is hosting a talk on Coyotes January 11 at the Library, 7PM.
- b. The public hearing for the Leclair Subdivision has been scheduled for January 2, 2024 at 7PM. Ms. Miner will see what information is available on this existing subdivision on file.
- c. A new application for Site Plan Review for Iron Horse Park Map 2, Lot 151-2-7 is expected this week.

### **3. Other Department News –**

- a. Budget Committee public hearings, warrant article due dates, and deliberative session information are posted at the Town Hall and Post Office.
- b. The Select Board and Conservation Commission are having a joint public hearing on December 28, 2023 to accept a donation of land on North Road. The parcel is approximately 17 acres. No tax impact for costs associated with applying easements and other project costs. The Select Board will also be voting to accept grant moneys to cover 50% of project costs. The Conservation Commission plans to apply for a Moose Plate grant in 2024 for the remainder of the costs.
- c. The RPC distributed a Regional Impact Memo dated December 12, 2023 with advisory comments to the Raymond Planning Board for Site Plan Application for 156 Unit Residential Development located at 109A&C Main Street, Raymond, NH (White Rock Place). Ms. Miner made mention of some of the highlights in the memo which includes a link to meeting minutes where regional impact criteria were reviewed and voted upon.

## **VI. ADJOURNMENT**

**Mr. Karcz made a motion to adjourn the meeting at 7:46 PM. Mr. Kohlhofer seconded the motion which passed 5-0.**

**Respectfully submitted,**

A handwritten signature in cursive script, appearing to read "Leanne", written in black ink.

**Leanne Miner  
Land Use Administrative Assistant**