

Board Members Present: Chair Paul Powers, Vice Chair Andrew Kohlhofer, Ex Officio Roger Barham, Members Jack Karcz and Brett Hunter.

Also Present: Administrative Assistant Leanne Miner; Bill Gregsak of Gregsak & Sons, Inc. on behalf of Fremont Land LLC

I. WELCOME

Mr. Powers opened the meeting at 7:04PM.

II. MINUTES

Mr. Karcz made a motion to approve the meeting minutes for November 15, 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, distributed the following documents and addressed the Board providing the following updates.

Materials Distributed:

Plan Set (9 sheets) dated November 30, 2023 revised per Town Engineer review letter 10/18/23.
Architectural Rendering (2 sheets) for the Raymond NH Facility that is the same planned for this site.

Hydrogeologic Assessment Report from Verdantas, dated December 6, 2023

Revised Stormwater O&M Plan

Revised Stormwater Maintenance Manual

Updates in response to Town Engineer review letter October 18, 2023 we discussed as follows:

General

1. Permits are pending.
2. Permits are pending.

Zoning Matters

1. CUP approval note added to sheet 1.
2. CUP approval note added to sheet 1.
3. Hydrogeologic study was provided.

Planning/Design Matters

1. Proposed sign is located on sheet 3. *The Board asked for specifics regarding dimensions and lighting. All lighting must be dark sky compliant.*
2. Parking and circulation signage for on-site traffic have been added on Sheet 3. More area was added for stacking than provided at the Raymond NH facility. Otherwise the layout of site is similar to the Raymond site which the Mr. Gregsak's client has stated is adequate. Also, there are 14 extra spaces along the sidewalk and a center strip in the parking area to add cars. The driveway is 18 feet wide. *The Board asked for a traffic memo in response to the requirement in the Site Plan Review Regulations.*
3. The shallow trough has been offset 1' from the edge of the permeable pavement.
4. Revise O&M plans and Manual were provided.

Fire Protection

1. The building will be sprinkled due to the size of the building per fire code. Mr. Gregsak was reminded that installation of the fire cistern at the fire pond was a condition of approval for the subdivision and completion is required before a Certificate of Occupancy is provided.

Mr. Kohlhofer 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 20, 2023 at 7PM. Mr. Karcz seconded the motion which passed 5-0.

Mr. Gregsak left the meeting.

2. Solar Ordinance –

The updated draft discussed. Ms. DiIonno revised and consolidated much of the ordinance to cover small to very large systems. She addressed comments from the previous Board meeting and received feedback from Revision Energy on the draft currently before the Board. Revision Energy had no edits and commented that the ordinance was very well written. Glare is not addressed in this current version. Revision Energy commented that glare is rarely an issue as the panels are meant to absorb, not reflect sunlight. Hot water systems are not considered under this Solar Ordinance and therefore the ordinance would not apply.

Ms. Miner obtained review from Town legal counsel who had no comments on the ordinance or the ballot question.

Mr. Kohlhofer made a motion to move the proposed ordinance as written to a public hearing on December 20, 2023, at 7PM. Mr. Karcz seconded the motion which passed 5-0.

IV. NEW BUSINESS –

1. **Public Hearing Master Plan –** Adoption of Master Plan Chapters for Transportation and Housing, as amended. No further comments were made on the current version of these documents. No comments were received by the public.

Mr. Kohlhofer made a motion to open the hearing for public comment on both the Transportation and Housing Master Plan Chapters, as amended. Mr. Karcz seconded the motion which passed 5-0.

There were no public comments.

Mr. Kohlhofer made a motion to close the hearing for public comment on both the Transportation and Housing Master Plan Chapters, as amended. Mr. Karcz seconded the motion which passed 5-0.

Mr. Kohlhofer made a motion to adopt both the Transportation and Housing Master Plan Chapters, as amended. Mr. Karcz seconded the motion which passed 5-0.

2. Public Hearing on 3 Zoning Ordinance Proposals

Article 13 (Proposal 1): Change all references to “elderly” housing throughout Article 13, Section 1301 to “age-restricted” housing and to change all references to “elderly” citizens or residents to citizens or “residents aged 55 years and older”.

Mr. Kohlhofer made a motion to open the hearing for public comment on proposed amendments to existing Article 13 (Proposal 1) as read. 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 amendments to existing Article 13 (Proposal 1) as read. Mr. Karcz seconded the motion which passed 5-0.

Article 13 (Proposal 2): Modify Article 13, Section 1301.2 (General Standards) to remove the explanatory note and revise the name of the state agency that provides housing estimates used to calculate the total number of dwelling units allowed in Fremont in subparagraph B; and to clarify how to calculate the number of bedrooms allowed if the development is located partially within the Aquifer Protection District.

Mr. Kohlhofer made a motion to open the hearing for public comment on proposed amendments to existing Article 13 (Proposal 2) as read. 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 amendments to existing Article 13 (Proposal 2) as read. Mr. Karcz seconded the motion which passed 5-0.

Articles 4 and 7 (Proposal 3): To add definitions in Article 4, Section 403 for Self-Storage Facility and Warehouse; and to amend the Table of Uses in Article 7, Section 708 to include the newly defined uses of Self-Storage Facility and Warehouse, and to indicate in which districts they are allowed, under what conditions they are allowed, and in which districts they are prohibited.

Mr. Kohlhofer made a motion to open the hearing for public comment on proposed amendments to existing Articles 4 and 7 (Proposal 3) as read. 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 amendments to existing Articles 4 and 7 (Proposal 3) as read. Mr. Karcz seconded the motion which passed 5-0.

Mr. Kohlhofer made a motion to move the following to the 2024 warrant:

Article 13 (Proposal 1): Change all references to “elderly” housing throughout Article 13, Section 1301 to “age-restricted” housing and to change all references to “elderly” citizens or residents to citizens or “residents aged 55 years and older”.

Article 13 (Proposal 2): Modify Article 13, Section 1301.2 (General Standards) to remove the explanatory note and revise the name of the state agency that provides housing estimates used to calculate the total number of dwelling units allowed in Fremont in subparagraph B; and to clarify how to calculate the number of bedrooms allowed if the development is located partially within the Aquifer Protection District.

Articles 4 and 7 (Proposal 3): To add definitions in Article 4, Section 403 for Self-Storage Facility and Warehouse; and to amend the Table of Uses in Article 7, Section 708 to include the newly defined uses of Self-Storage Facility and Warehouse, and to indicate in which districts they are allowed, under what conditions they are allowed, and in which districts they are prohibited.

Mr. Karcz seconded the motion which passed 5-0.

V. ADMINISTRATION, OTHER

1. Incoming Correspondence and Project Updates -

- a. CIP – the revised CIP was distributed to the Budget Committee which discussed it at their last meeting. Some edits were suggested, and an updated version will be made available online. Ms. Miner set reminders for a meeting with the Budget Committee earlier in the year 2024. Mr. Barham pointed out the need for edits in the description rows for the Police Department. Ms. Miner will review and follow up with the Police Department.
- b. New Application – Ms. Miner informed the Board that she is in receipt of a new application for subdivision on Red Brook Road, LeClair Subdivision. The application is scheduled for review at a public hearing on January 3, 2024.
- c. The ZBA granted the Special Condition as requested by Fremont Land LLC for the solar array on Map 2, Lot 151-2. The applicant will now be required to come before the Planning Board for Site Plan Review.
- d. A number of residents and Board members commented on recent earthwork at the Palmer Cleanouts site on main Street, Map 2, Lot 149-001. Although there are no code violations, the Board asked that Ms. Miner send correspondence on behalf of the Board reminding the owner that the Notice of Decision (Item #3) specifically states that the commercial business cannot expand without an amendment to the Site Plan.

2. Other Department News –

- a. Source Water Protection Plan – Ms. DiIunno reported that the Committee met for the last time in person to review and provide final comments. The Plan will now go to the Planning Board for review and adoption. Ms. Miner will post and notify all departments that the document is available for review.
- b. Budget updates – RPC has completed a significant amount of the draft Master Plan Chapters that were budgeted for 2023 (Facilities, History, Utilities) which are in the July 23 to July 24 contract with RPC. As such, the remaining contract will be paid and final works completed early in 2024.
- c. The Town of Raymond NH declared Regional Impact status for Application #2021-018 White Rock Place, proposing 156 market rate apartments of three four story buildings. Meeting minutes from the Raymond Planning Board meeting November 16, 2023 when regional impact criteria were reviewed will be distributed via email.

VI. ADJOURNMENT

Mr. Karcz made a motion to adjourn the meeting at 7:52 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