

Board Members Present: Chair Paul Powers, Ex Officio Roger Barham, Members Jack Karcz, Timothy Lavelle, and Alternate Member/Administrative Assistant Leanne Miner. Leanne Miner will be replacing Brett Hunter.

Also Present: Madeleine DiIunno, Rockingham Planning Commission; Marc Bernier, Manager for NH Renaissance Faire; Marghi and Bob Bean, Associates for the NH Renaissance Faire

I. WELCOME

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

II. MINUTES

III. Mr. Karcz made a motion to approve meeting minutes for April 6, 2022. Mr. Lavelle seconded the motion. The motion passed 4-0.

IV. CONTINUED BUSINESS

1. Map 6, Lots 034 and 035, Martin Road – Site Plan Review Three Maples Renaissance Corporation and the New Hampshire Renaissance Faire of Rochester, NH has submitted an application for Site Plan Review for using parcels identified as Map 6, Lots 34 and 35 on Martin Road in Fremont, NH for the annual New Hampshire Renaissance Faire. The lots straddle both the Fremont-Epping town line and the Fremont-Brentwood town line, however all activities are proposed to take place in the Town of Fremont. Map 6, Lot 34 will be used for parking and Map 6, Lot 35 will be used for event activities and associated support areas.

Ms. Miner informed the Board that the Zoning Board of Adjustment did grant the variance for commercial event use on the residential parcel of Map 6, Lot 35 last night, April 26, 2022. The Board is in receipt of an updated information package that was revised based on non-binding input from the Planning Board at the March 6, 2022 Planning Board meeting.

Ms. Miner did follow up with the RPC to clarify jurisdiction in this matter. Under state law the Board can conditionally approve an application with a ZBA decision as a condition of approval. This is not good general practice, but is allowed under the law.

Mr. Lavelle made a motion to accept jurisdiction of the Site Plan review for Map 6 Lots 34 & 35 for Three Maples Renaissance Corp. Mr. Karcz seconded the motion and the vote was 5-0.

Ms. DiIunno stated the application was complete and the Board needed to address the waiver request from Section 1.8 to waive the majority of the Site Plan Review requirements since this is a short-term annual event with no buildings or permanent structures.

Mr. Lavelle made a motion to grant the waiver to for formal documented site plan requirements under the Site Plan Review Regulations Section 1.8. Mr. Karcz seconded the motion, and the vote was 5-0.

Department comments were reviewed and discussed at the previous meeting. No additional comments have been received.

Mr. Lavelle made a motion to open the meeting for public comment for Map 6 Lots 34 & 35. Mr. Karcz seconded the motion, and the vote was 5-0.

No public comments were received.

Mr. Lavelle made a motion to close the meeting for public comment for Map 6 Lots 34 & 35. Mr. Karcz seconded the motion, and the vote was 5-0.

The Board reviewed conditions of approval recommended by Ms. DiIunno including:
Original conditions applied to the 2018 approval shall be carried over to this application.

1. No overnight camping of attendees of the event is allowed.
2. No permanent structures are to be constructed on the site of the event.
3. The event hours are limited to 9:00 AM until 6:00 PM.
4. The event is limited to two consecutive Saturdays and Sundays in the month of May for a total of four event days. The set up and break down of the event must occur within seven days prior to and seven days after the event.
5. The event is to occur as proposed in the documentation submitted to the Fremont Planning Board and received on March 3, 2022 and subsequently revised and received on April 19, 2022.
6. The applicant is to meet with the Fire Chief and Police Chief annually prior to the set-up of the event to arrange for all traffic control and safety requirements.
7. The applicant is to meet with the building Inspector annually prior to the set-up of the event to arrange for all required inspections.
8. No parking is allowed within the prime wetlands area on Lot 34, including the 100-foot buffer as defined by Article 1201.3(c). Temporary signage or fencing to be installed prior to the event to prevent parking and activity within the wetlands area.

Ms. Miner added the event is limited to the month of May, and the documentation was received on March 3 and April 19, 2022.

The meetings with Police and Fire have been done. They also met with the building inspector for the electrical inspection.

Mr. Lavelle made a motion to approve the Site Plan Review application under the conditions as read for the NH Renaissance Faire to take place annually on Martin Road parcels identified as map 6, Lots 34 and 35. Mr. Karcz seconded the motion and the motion passed unanimously 5-0.

V. NEW BUSINESS

1. Excavation permitting site visits are scheduled for 2 sites Fremont Land LLC (Iron Horse Industrial Park area) and Fremont Park Associates (Merrill Excavation) on May 12 from 10AM-12PM.

VI. ADMINISTRATION, OTHER

2. Circuit Rider Business

- a. Invoicing and 2022 Contracting - Ms. Miner distributed a working draft of a Profession Review Fee Estimate sheet. She has been talking with Ms. DiIunno and Tim Roach from RPC about modifying the contract to receive a monthly bill and not a yearly flat rate. The Town will pay for Ms. DiIunno's time for preparation and attending meetings and applicants will be billed separately. Ms. Miner will place minimum fee payments into escrow amounts which will be reviewed and adjusted if needed. There was discussion on fees, accounts, and escrow. Ms. Miner will get more input from RPC, Town Engineer and Town Counsel.

3. Incoming Correspondence and Project Updates

- a. Liberty Lantern Estates – No updates. They are still waiting for approvals from NHDES on their Alteration of Terrain permit.
- b. Scribner Road – Legal review complete. Pending Town Engineer review and preparation of Development Agreement. Applicant plans to build rather than bond.
- c. Galloway Recycling and Shirkin Road Widening – Pending Town Engineer Review and Surety Estimate.

4. Administration –


- a. Membership - Ms. Miner informed the Board that she has been accepted as an alternate member on the ZBA as they do not have full membership and applicants are intitled to a hearing with a full board. Ms. Miner will step down from being an alternate on the Planning Board.

5. Other Department News - None

VII. ADJOURNMENT

Mr. Karcz made a motion to adjourn the meeting at 7:38 PM. Mr. Lavelle seconded the motion. The motion passed 6-0.

Respectfully submitted,


Kathy Clement