

Present: Vice Chair Jack Karcz, Members Roger Barham, Jack Downing, Tom O'Brien, Andy Kohlhofer, Building Inspector Rick Foye, RPC Senior Planner Jenn Rowden, and Land Use Administrative Assistant Casey Wolfe

Also Present: Marty Ferwerda, Dennis Howland, and Heidi Carlson

Mr. Karcz opened the meeting at 6:59 pm.

I. MINUTES

Mr. Downing made a motion to accept the minutes of May 3rd. Mr. Kohlhofer seconded the motion. The motion passed 5-0-0.

II. NEW BUSINESS

Preliminary for Marty Ferwerda who seeks a site plan amendment and lot line adjustment at Governor's Forest [Map 3 Lot 2]

Mr. Ferwerda, owner of Governor's Forest, told the Planning Board that he took care of the silt fencing, a recommendation made by the Town Engineer. He then passed out some packets to the Planning Board members and explained why he is here. Page one of the packet illustrated where the deeded easement area is currently. Page four had where the homes of the abutting property are encroaching on the easement area. Because of these encroaching homes, Mr. Ferwerda was unable to build the emergency access road in the easement area, as according to plan. According to Mr. Ferwerda, the easement was granted to the Town. He made it clear that he is not advocating having these homes torn down. Page two of the packet had the end of Country Lane in Witham Park, the street that the encroaching homes have frontage on. Mr. Ferwerda stated that there is no access easement on Mr. Witham's side of the property line.

Page seven in the packet had the property line between Governor's Forest and Witham Park as it currently exists. Mr. Ferwerda explained that according to the document on page five of the packet, he can put any structure up at any given time – there is no time requirement. Page eight had the proposed easement area and the proposed adjusted lot line which would be five feet around the encroaching homes. Mr. Ferwerda summarized that there should be a connecting easement on Mr. Witham's property. He also stated that he does not want to hold the easement. He also felt that he complies with all of the rules and does not need the emergency access road. Otherwise, he will wait for the Town to move the houses.

Mr. Barham agreed that there needs to be an access easement on Mr. Witham's side of the property line. Ms. Rowden stated that it is more conventional for the Town to hold the easement. Mr. Ferwerda explains that he wants the easement because the Town thinks it's important, however, it should only function as an emergency road. He reminded the Board that there is no easement on Mr. Witham's side of the property. He also explained that he does not want to be responsible for maintaining this emergency road. There was some discussion about the original agreement when the plans were signed around 2002.

Ms. Rowden explained the order of sequence. First, Mr. Ferwerda needs to get the lot line adjusted. Then, the site plan needs to be amended to change the location of the access easement. He will also need two variances, one for the structural setback and one for the length of the lot lines. Ms. Rowden suggested that Mr. Ferwerda goes to the Board of Selectmen ahead of time to work out who will hold the easement. Mr. Ferwerda left at 7:20 pm.

Dennis Howland seeks a sign permit for the Tuck Woods housing development [Map 6 Lot 64-1]

Mr. Howland introduced himself to the Board. He is here tonight representing Tuck Wood's Home Owner's Association. Tuck Woods is a 43 lot subdivision in the northeast corner of town. One of the entrances to the neighborhood is off of Commercial Drive. There is a 30-foot by 80-foot landscaping easement on Map 6 Lot 64-1 where they would like to put a sign. They talked to the owner of the land, and the owner is fine with it. The lot lines are on the edge of the Right of Way. He showed a mock-up of the sign to the Planning Board. Mr. Downing made a motion to approve the sign. Mr. Kohlhofer seconded the motion. The motion passed 5-0-0. Mr. Howland left at 7:26 pm.

IV. OTHER BUSINESS

Town Administrator Heidi Carlson informed the Board that the Town Hall now has an automated external defibrillator (AED) on the first floor, on the left when you walk in the front entrance. There is one at the library and one at the safety complex as well. It takes very little training to use an AED and the device is registered with 911. There is an instruction sheet on the back and she will host a training very soon. Ms. Carlson left at 7:31.

V. CIRCUIT RIDER BUSINESS

Ms. Rowden announced that the grant money to update Fremont's Aquifer Protection District Ordinance was approved by Governor & Council. The Planning Board work session in June will be the kick-off to re-writing this ordinance.

Ms. Wolfe announced that the updated copies of the Zoning Recodification will be available at the next meeting.

Ms. Rowden reminded the Board that there are two Fremont RPC representative openings. The Planning Board can nominate someone and then the Selectmen can appoint them. Mr. Barham has shown interest in being an RPC representative. Mr. Kohlhofer made a motion to nominate Mr. Barham to be a Fremont RPC representative. Mr. O'Brien seconded the motion. The motion passed 5-0-0.

Ms. Rowden also made an announcement that the Planning Board training in Brentwood last week went well and that the PowerPoint will be up on the website soon.

VI. ADJOURNMENT

Mr. Kohlhofer made a motion to adjourn the meeting at 7:35 pm. Mr. Downing seconded the motion. The motion passed 5-0-0.

Respectfully Submitted,

Casey Wolfe
Land Use Administrative Assistant