

Board Members Present: Vice Chair Andy Kohlhofer, Ex Officio Roger Barham, Members Jack Karcz, Timothy Lavelle, Brett Hunter and Administrative Assistant Leanne Miner.

Also Present: Madeleine DiIunno, Rockingham Planning Commission; Applicant Jay Wright of Wright Builders and Applicant Representative Joseph Nichols of Nichols Environmental

I. WELCOME

Mr. Kohlhofer opened the meeting at 7:00 PM.

II. MINUTES

Mr. Karcz made a motion to approve meeting minutes for May 18, 2022. Mr. Lavelle seconded the motion. The motion passed 5-0.

III. NEW BUSINESS

- 1. Map 1, Lot 060; 60.1; 60.2; 60.3 Lot Line Adjustment Application** – Applicant, Jay Wright, owner of Wright Builders LLC and all four (4) parcels identified as Tax Map 1, Lots 60, 60.1, 60.2, and 60.3 is seeking a Lot Line Adjustment of All four (4) parcels with the intent to retain the rear portion of the parent tract, Tax Map 1 Lot 60, for personal and recreational use.

Mr. Nichols addressed the Board providing an overview of the Lot Line Adjustment Request. He noted the acreage changes and discussed how they relate to current use taxes for the larger parcel and state subdivision requirements for those parcels under 5 acres. He noted that all monuments have been set and described the 2 waivers requested to Subdivision Regulation Sections 3.3 and 2D. If the waivers are granted the application will then meet the requirements of Fremont's Zoning Ordinance and Subdivision Regulations.

Mr. Lavelle made a motion to take jurisdiction of the Lot Line Adjustment Application for Map 1, Lot 060; 60.1; 60.2; 60.3. Mr. Karcz seconded the motion. The motion passed 5-0.

Ms. Miner made note of the legal noticing as follows:

Union Leader 5-17-22

Abutter Notices 5-19-22

Post Office 5-19-22

Town Hall 2 Locations 5-17-22

The legal notice was also posted on the Town's website.

Mr. Lavelle made a motion to open the hearing for public comment. Mr. Karcz seconded the motion and the motion passed 5-0.

No public comments were made.

Mr. Lavelle made a motion to close the hearing for public comment. Mr. Hunter seconded the motion and the motion passed 5-0.

Next the Board addressed the waiver requests to Subdivision Regulation Sections 3.3 and 2.D.

Mr. Lavelle made a motion to accept the waiver for Section 3.3 (wetlands delineation). Mr. Karcz seconded the motion. The motion passed 5-0.

Mr. Lavelle made a motion to accept the waiver for Section 2.D (colored plan sets). Mr. Karcz seconded the motion. The motion passed 5-0.

No department comments were received.

The Board discussed conditions of approval from the recent subdivision of same lots. Mr. Lavelle read the proposed conditions of approval for the current application as follows:

1. The Subdivision Plan Mylar(s) shall be recorded at the Rockingham Registry of Deeds.
2. Driveway permits shall be granted by Road Agent.
3. All conditions of approval be noted on approved plan and recordable Mylar.
4. The waiver granted from Subdivision Regulation Article 3, Section 3 (detailed topography, soils and wetland delineation) and 2D (colored plan sets) be added to the plan and recordable Mylar.
5. All licensed professionals whose names appear on the approved plans and Mylar shall have original stamps and signatures.
6. All required state permits are received, including NHDES Subdivision approval for lots 060-001 and 060-002, and permit numbers noted on the approved plans and recorded Mylar.
7. Plans shall include a note indicating the tree line and stonewalls along South Road shall be preserved to extent possible to maintain historic rural character.
8. All 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.
9. All fees incurred by the Planning Board, including but not limited to consulting, engineering and legal fees, have been paid by the applicant.

Mr. Lavelle made a motion to approve the Lot Line Adjustment application as submitted by Jay Wright, owner of Wright Builders LLC and all lots, under the conditions as read for parcels identified as Map 1, Lots 60, 60-1, 60-2, and 60-3 located on South Road Mr. Karcz seconded the motion and the motion passed unanimously 5-0.

The hearing was closed.

Mr. Nichols asked the Board to review a request by Mr. Wright regarding interpretation of Home Occupation standards. Mr. Wright would like to have a home office located within the existing

barn for himself. There will be no employees other than himself working in the office. He may have the occasional client drop by to review a plan or drop off a payment. He would also like to be able to use the barn to store some spare windows, doors, and building supplies inside the barn from job sites.

The Board asked about vehicles. Mr. Wright noted that he would like to park up to 2 trucks in the barn including a box truck and pickup truck. The Board agreed that all items discussed met the standards with details as set forth in the meeting.

IV. NEW BUSINESS

1. Excavation permitting site visits were conducted at 2 sites on May 12, 2022 for excavation permit renewals: Fremont Land LLC (Iron Horse Industrial Park area) and Fremont Park Associates (Merrill Excavation). Ms. Miner noted very minor progress at both sites and distributed Town Engineer reports. There was a brief discussion about what was observed during the site visits and the surety estimates proposed by the Town Engineer. Surety estimates remain unchanged at both sites.

Mr. Karcz made a motion that excavation permit renewals for Fremont Land LLC (Iron Horse Industrial Park area) and Fremont Park Associates (Merrill Excavation) be approved and that Ms. Miner sign on behalf of the Board. Mr. Lavelle seconded the motion and the motion passed 5-0.

V. ADMINISTRATION, OTHER

1. Circuit Rider Business

- a. Contract – The 2022-2023 Circuit Rider contract was distributed and reviewed by the Board. The new contract will allow for billing work as performed with a not to exceed amount equal to the amount budgeted, \$11,060. The number of hours for the year and the rate are also the same as proposed for 2021 to 2022.
- b. Next Master Plan updates will include Transportation and Housing chapters. These chapters have already been budgeted for the Town's fiscal year 2022. Ms. DiIunno will prepare a detailed scope of work to kick off this work.

2. Incoming Correspondence and Project Updates

- a. Liberty Lantern Estates – No updates
- b. Scribner Road – No updates
- c. Galloway Recycling and Shirkin Road Widening –Town Engineer Review Letter distributed. Ms. Miner reviewed the highlights. Surety Estimate is forthcoming.

3. Administration –

- a. No administrative items were discussed.

4. Other Department News

- a. Reminder that the Age-Friendly Community Forum is scheduled for June 14 at the Library from 530 to 730 PM.
- b. Reminder that there is a Community Cookout scheduled for June 25 from 11AM to 1PM.

VI. ADJOURNMENT

Mr. Karcz made a motion to adjourn the meeting at 7:35 PM. Mr. Lavelle seconded the motion. The motion passed 5-0.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Leanne Miner".

**Leanne Miner
Land Use Administrative Assistant**