

**Board Members Present:** Chair Paul Powers, Vice Chair Andy Kohlhofer, Ex Officio Roger Barham, and Members Jack Karcz, Tim Lavelle, Mike Wason, and Alternate Member/Administrative Assistant Leanne Miner present in the basement meeting room and by video conference using Microsoft Teams.

**Also Present:** Jennifer Rowden, Rockingham Planning Commission (RPC; via Microsoft Teams) and Laurence Miner, Fremont Building Inspector (in room). Tom Nisbet, Applicant PPM Fremont Holding LLC; Ryan Bocelli and Andrew Rowe with Rite Liner.

Mr. Powers opened the meeting at 7:00 PM and announced that in accordance with State Emergency Orders, the Planning Board is permitted to utilize emergency meeting provisions of RSA 91-A to conduct this meeting through electronic means while preserving, to the extent feasible, the public's right to observe and listen contemporaneously.

Ms. Miner noted that the meeting is being televised on FCTV Channel 13 and will be posted after the meeting on Vimeo. The following E-meeting procedures will be followed in accordance with the Governor's Emergency Order:

1. If anyone has problems with accessing the meeting they can call the Town Hall at 603 895-3200, extension 306 or email [landuse@fremont.nh.gov](mailto:landuse@fremont.nh.gov) for assistance during the meeting.
2. If for some reason the public is unable to access the meeting, the meeting will be adjourned.

## **I. ROLL CALL**

Mr. Powers conducted a roll call of Planning Board meeting attendees. The following Planning Board Members responded as being present:

1. Tim Lavelle (Member)
2. Roger Barham (Ex Officio)
3. Paul Powers (Chair)
4. Andy Kohlhofer (Vice Chair)
5. Mike Wason (Member)
6. Jack Karcz (Member)

## **II. MINUTES**

The meeting minutes for July 1, 2020 and July 15, 2020 were distributed.

**Mr. Karcz motioned to approve the meeting minutes of July 1, 2020. Mr. Kohlhofer seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Tim Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

**Mr. Lavelle motioned to approve the meeting minutes of July 15, 2020. Mr. Kohlhofer seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Tim Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

## **III. CONTINUED BUSINESS**

**003-037-2 Unit 12 Minor Site Plan Review and Change in Use applications** for an existing commercial building currently approved for Light Manufacturing. The applicant, PPM Fremont

Holding, LLC is proposing a Change in Use from Light Manufacturing to Warehousing, Fulfillment and Transportation Services. The site is located at Map 3 Lot 037-002-012. The address is 326 Main Street, Unit 12 in Fremont New Hampshire.

Mr. Bocelli, owner of Rite Liner, provided an overview of the application/request describing the Rite Liner business including hours (generally 6AM to 2PM) and general traffic times as beginning and end of the day.

### **Conditional Use Permit**

**Mr. Lavelle motioned to accept the Conditional Use Permit and Minor Site Plan Review Application as complete. Mr. Kohlhofer seconded and the Board accepted jurisdiction. The motion passed 6-0-0 with a roll call vote as follows: Tim Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

Mr. Powers directed the Board to review the Conditional Use Permit first. He reviewed the standards for approval. Ms. Rowden mentioned some other standards and noted that the use has already been approved as commercial and that this Change in Use was in line with existing and approved uses.

Mr. Powers inquired about the comment provided by the Building Inspector. Mr. Miner clarified his comment explaining that he was unable to locate a building plan review that previously classified the building which drives the building codes that are applied. Mr. Miner and Mr. Nisbet have been coordinating with regard to fire protection and building classification.

Mr. Powers noted comments from the Deputy Fire Chief dated 7-14-20. Mr. Nisbet explained that he is currently working with a Fire Protection Consultant and has meet with the Fire Department to resolve the department's concerns. Ms. Miner noted that she reviewed the Applicant's response dated 7-27-20 with the Deputy Fire Chief earlier in the day. He had no further comment and noted that the approval of a Fire Protection Plan, installation of a sprinkler system, and fire pond maintenance though not Planning Board members should be considered as conditions of approval since they are relevant to the Change in Use. Mr. Nisbet noted that he is working on these items and that the Condo Association, including Jewitt Construction and himself.

**Mr. Lavelle motioned to open the meeting up for public comment on the Conditional Use Permit. Mr. Karcz seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Tim Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

Mr. Bocelli, owner of Rite Liner, LLC shared his safety record for transportation which was noted as exceptional.

Nick Jewitt, abutter with a business address of 25 Main Street, noted that he fully endorsed this Change in Use as an abutter.

**Mr. Lavelle motioned to close the meeting to public comment on the Conditional Use Permit. Mr. Karcz seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Tim Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

**Mr. Lavelle motioned grant PPM Fremont Holding LLC a Conditional Use Permit for the Change in Use at an existing commercial building identified as Unit 12 located on Map 3, Lot 037-002-012 with a street address of 326 Main Street, Unit 12 in Fremont New Hampshire. The Change in Use granted is from Light Manufacturing to Warehousing, Fulfillment and Transportation Services. Mr. Karcz seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Tim Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

### **Minor Site Plan Application**

The Board briefly discussed the Minor Site Plan application. Mr. Powers read the following conditions of approval for the Board to consider.

1. Prior to issuance of a Building Permit and Certificate of Occupancy, the applicant will submit a Fire Protection Plan to the Fremont Fire Department and install a sprinkler system in accordance with the approved Change in Use.
2. The Pump House and Fire Pond indicated on plan D-33264 will be maintained by PPM Fremont Holding LLC and/or the Cooper's Corner Regional Association, Inc. per the Condo Association Book 4582 Page 0893.
3. This decision is recorded at the Rockingham Registry of Deeds.
4. All conditions of approval are met within two years of the approval date. The Planning Board may grant an extension of its original approval with good cause.
5. Any significant change to the approved site plan required to meet state fire code, building code or state or federal permit must be reviewed by the Planning Board.

**Mr. Lavelle motioned to open the meeting to public comment on the Minor Site Plan Application for the Change in Use from Light Manufacturing to Warehousing, Fulfillment and Transportation Services at 326 Main Street, Unit 12 located on map 3, Lot 037-002-12. Mr. Kohlhofer seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Tim Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

There were no public comments.

**Mr. Lavelle motioned to close the meeting to public comment on the Minor Site Plan Application for the Change in Use from Light Manufacturing to Warehousing, Fulfillment and Transportation Services at 326 Main Street, Unit 12 located on map 3, Lot 037-002-12. Mr. Kohlhofer seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Tim**

**Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

**Mr. Lavelle motioned to approve the Minor Site Plan Application at Unit 12 located at 326 Main Street, Unit 12 found on Map 3, Lot 037-002-012. With conditions previously read by the Chairman above. Mr. Barham seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Tim Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

**IV. ADJOURNMENT**

**Mr. Karcz made a motion to adjourn the meeting at 7:24 PM. Mr. Lavelle seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Tim Lavelle-Aye; Roger Barham-Aye; Paul Powers-Aye; Andy Kohlhofer-Aye; Mike Wason-Aye; Jack Karcz-Aye.**

Respectfully Submitted,



Leanne Miner, Land Use Administrative Assistant