

**Board Members Present:** Chair Paul Powers, Ex Officio Roger Barham, Members Jack Karcz and Ashely Irwin

**Also Present:** Madeleine DiIunno, Rockingham Planning Commission; Administrative Assistant Leanne Miner; Tom Murdock – Applicant and owner for Hot Dog Haven LLC.

## **I. WELCOME**

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

## **II. MINUTES**

**Mr. Karcz made a motion to approve the meeting minutes for June 21, 2023. Mr. Barham seconded the motion and the motion passed 4-0.**

## **III. NEW BUSINESS –**

- 1. Pre-Application Meeting – The Hot Dog Haven LLC, Map 2, Lot 34** – Thomas Murdock is requesting feedback from the Board for his Site Plan Review application to operate a mobile vending cart to be located in the parking lot of the Rockingham County Rail Trail in Fremont off Route 107. Ms. Miner distributed a summary with site location and abutter mapping provided by the Applicant.

Mr. Murdock explained his business plan for a hot dog cart to be operated at the Rail Trail parking lot. He is in the process of obtaining other state-level approvals and has received some direction from Royanne Bossidy of the NH USDA office for food safety.

The Board reviewed the materials provided describing the commercial operation and provided non-binding comments as follows:

- Consider calling the operation a vending cart in the event that the operation differs from hot dogs.
- The land use category for operation is Restaurant and is permitted in the Main Street District.
- The proposed project as described meets criteria for a Minor Site Plan Review.
- The owner or owner representative will need to sign the application. If there is a permit that clearly states permission to operate the commercial business, that may suffice.
- The Board will likely want an annual check-in with Code Enforcement and other departments.

Mr. Murdock left at 7:30 PM.

- 2. Master Plan Housing Chapter** – Ms. DiIunno distributed a draft copy of the Housing Chapter for review and discussion at the July 19<sup>th</sup> meeting.

## **IV. CONTINUED BUSINESS**

- 1. 002-151-2-5 through 8 Iron Horse Drive Commercial Subdivision** – Applicant Fremont Land LLC has submitted a Subdivision Application for Commercial Use at the Iron Horse Park located at Tax Map 2, Lot 151-2 on Iron Horse Drive in Fremont, NH. The Applicant is proposing to subdivide the subject parcel into four (4) parcels from existing parcel Tax Map 2, Lot 151-2. The proposed parcels identified as 2-151-2-5 through -8 have at least 200 feet of frontage on Iron Horse Drive and consist of approximately 3.5 to 7 acres each.

The Board received a request to continue the hearing to July 19 while the applicant continues to address Fire Chief and Planning Board comments. William Gregsak of Gregsak Engineering noted in an email to Ms. Miner that they are still in the process of collecting wetlands and topography as requested by the Board.

**Mr. Barham made a motion to continue the public hearing for the subdivision application for Iron Horse Park 2-151-2-5 through 8 to July 19 at 7pm. Mr. Karcz seconded the motion and the motion passed 4-0.**

**V. ADMINISTRATION, OTHER**

1. Circuit Rider Business – Staffing is being adjusted at the RPC. Starting in August, Glenn Coppelman will step in for Maddie as circuit rider planner for Fremont. Mr. Coppelman has filled this roll in the past and is very familiar with the town and members of the Board. As always, Maddie, Jenn Rowden, and the full resources of the RPC staff are available to support Board needs and ensure a smooth transition.
2. **Budget 2023** – Ms. Miner noted that she followed up with the RPC and the Town Administrator RE: spend for the Circuit Rider. We are currently underspent. The RPC shows almost fully spent as the contract is July to June. Also the Applicants are billed for any project review hours which reduces the Planning Board's spend.
3. **Incoming Correspondence and Project Updates**  
Construction reports for Liberty Lantern (6/1, 6/6, and 6/12) summarize recent catch basin and drainage infrastructure installations.  
Construction report for Violette Estates (Scribner Road 6/20 and 6/22) summarizes continued work on drainage and touch ups of base gravel of the roadway. Compaction testing has been good and they are close to finishing the gravels base.  
Violette Estates External Buffer – The RPC provided some preliminary feedback on how to change what is allowed in the external buffer. To appeal this decision the HOA would need to go to Superior Court. Ms. Miner will continue discussion on how to revise or clarify how to maintain these areas or modify the definition. The Board may also consider modifying the language for clarity in the 2024 Warrant.
4. **Other Department News – None**

**VI. ADJOURNMENT**

**Mr. Karcz made a motion to adjourn the meeting at 7:43PM. Mr. Barham seconded the motion which passed 4-0.**

Respectfully submitted,



**Leanne Miner**  
**Land Use Administrative Assistant**