

Board Members Present: Chair Paul Powers, Vice Chair Andrew Kohlhofer, Ex Officio Roger Barham, Members Jack Karcz

Also Present: Glenn Coppelman, Consultant Planner for Rockingham Planning Commission; Administrative Assistant Leanne Miner; William Gregsak of Gregsak and Sons, Inc. and Applicant Mike Rislove of Fremont Land LLC

I. WELCOME

Mr. Powers opened the meeting at 7:05 PM.

II. MINUTES

Mr. Karcz made a motion to approve the meeting minutes for August 2, 2023. Mr. Barham seconded the motion and the motion passed 3-1-0 (Kohlhofer Abstaining)

III. CONTINUED BUSINESS –

- 1. 002-151-2-5 through 8 Iron Horse Drive Commercial Subdivision** – Applicant Fremont Land LLC has amended their proposal to now subdivide the subject parcel into three (3) parcels from existing parcel Tax Map 2, Lot 151-2. The proposed parcels identified as 2-151-2-5 through -7 are located on Iron Horse Drive and consist of approximately 5 or more acres each.

The following plans and documents were distributed at the meeting:

- Plan set (9 sheets) for Iron Horse Park Land Subdivision for Commercial Use, dated April 24, 2023, revised 8/15/23 in response to Planning Board and Fire Department comments.
- Draft Easement Deed provided by the Applicant for the dry hydrant on parcel 2-151-4.
- Revised Waiver Request Letter dated August 15, 2023.

William Gregsak of Gregsak Engineering provided an update on behalf of the Applicant.:

- New abutters were noticed for the addition of the fire pond on parcel 2-151-4 and sheets 1 and 2 were updated to include said parcel and abutters.
- Lot area details including impervious area and upland area were updated on Sheet 5. The impervious area still falls under the limit for the Aquifer Protection District (15%), however it is close to the maximum allowable at this point. The Applicant understands that future applications will require additional survey and wetland delineation.
- The Waiver Request was updated to include a waiver request from Article III – Section 5.C for the length of access road to the fire hydrant.
- Deputy Fire Chief Joseph Nichols provided detail for the dry hydrant design and details for the turnaround area on Map 2, Lot 151-4. Both have been incorporated into the revised drawing sheets 8 and 9. Ms. Miner read the email comment from Deputy Nichols “In doing a final review we added a hatch to access the interior vault to be able to perform maintenance and vac out any siltation that may collect within the vault. We also have provided a detail for the turn around area. The existing location shown on the plan does not allow for an engine to be drafting at the hydrant and then allowing tanker trucks to fill and pass by. The provided detail allows for this as well as for snow conditions. The apron where the engine is to be drafting in front of the truck needs to be a paved apron. When an engine is drafting large quantities of water can come from the truck which dumps

out from the overflow. If the apron area is gravel the water from over filling, which is common would cause erosion and holes where the truck will be parked.”

The Board discussed the waiver request for the length of access road to the dry hydrant and agreed to consider the waiver once the Fire Department has provided comment on the matter.

The Easement Deed considered the grantee (Town of Fremont) to be responsible for long term maintenance, but the consensus from the Board and the Road Agent was for the grantor (private property owner / Applicant) be responsible for road construction and maintenance. Details regarding maintenance of the hydrant were uncertain. Mr. Rislove stated that he will agree to be responsible for the construction and maintenance of the road and construction of the hydrant. These details will be worked out in the Easement Deed.

Mr. Karcz made a motion to accept jurisdiction of the Subdivision Application submitted by Applicant Fremont Land, LLC for proposed Iron Horse Drive Map 2, Lots 151-2-5, -6, and -7. Mr. Barham seconded the motion and the motion passed 4-0.

Mr. Powers took up the waivers for review. Mr. Gregsak reviewed the updated calculations for impervious area which are close to but meet the limit of 15% impervious surface allowed in the Aquifer District. He noted the Applicant plans to complete wetland and topography survey on the parent parcel Map 2, Lot 151-2, before any future applications are made. Board members concurred that the Applicant has provided adequate relevant information for this application which shows that the existing parcel still meets zoning requirements as shown on the drawings.

Mr. Karcz made a motion to grant the waiver request to Article III – Section 3.D. Mr. Barham seconded the motion and the motion passed 4-0.

Mr. Karcz made a motion to grant the waiver request to Article III – Section 3.E. Mr. Barham seconded the motion and the motion passed 4-0.

Mr. Karcz made a motion to grant the waiver request to Article III – Section 3.H. Mr. Barham seconded the motion and the motion passed 4-0.

As discussed earlier in the meeting, the waiver requested from Article III – Section 5.D. will be deferred until comments are received from the Fire Department to recognizing that the proposed fire hydrant location exceeds a maximum allowed road distance of 1500 (1500) feet.

The Board also discussed potential conditions for approval including, but not limited to:

1. Notes and dates related to the approval of requested waivers be shown on Sheet 1.
2. Add a note to Sheet 2 stating the subdivision plan as approved by the Planning Board contains a total of 9 drawings. A full set of drawings as approved by the Planning Board are on file in the Town of Fremont NH Land Use Office. This will pull the hydrant details and access road plan into the approved set.
3. Plan Sheets 1, 2, 5, and 6 Mylars and possibly Sheets 8 and 9 shall be recorded at the Rockingham County Registry of Deeds and a digital copy of the Mylar provided for Town Land Use file.
4. An Easement Deed for an access road to the fire pond and fire hydrant equipment and maintenance will include an Easement Area and will be executed to the satisfaction of the Fire Chief, Select Board, and their legal counsel.

5. Dry Hydrant Easement Area shall be defined to the satisfaction of the Fire Chief and Select Board.
6. The dry hydrant and access road shall be constructed prior to any Certificate of Occupancy being granted on Lots 2-151-2-5, -6, or -7.
7. All monuments shall be installed, shown on approved plans and recorded mylars, and certified.

Mr. Barham made a motion to continue public hearing on the Subdivision Application Iron Horse Drive Map 2, Lots 151-2-5, -6, and -7. Mr. Karcz seconded the motion and the motion passed 4-0.

IV. NEW BUSINESS

1. **Regulation Updates** - Ms. Miner distributed a working summary with suggestions for Regulation and Fremont Zoning Updates for the 2023/2024 season which are summarized below. The Board discussed the summary briefly and will continue discussion at the next meeting on September 6.

Site Plan/Subdivision Regulation Amendments:

- a. Guidance on Hydrogeologic Study requirements
- b. Triggers for traffic impact analysis
- c. Special Events review and/or permitting – Mr. Coppleman suggested the Select Board manage this permit process similar to Kingston. Should the event require further input at the Planning Board level, the applicant would be directed to submit an application. Mr. Coppelman to provide some example language/forms.
- d. Modifications to Conditional Use Permitting for Open Space Preservation Developments
- e. Revisit Roadway Design Standards (10.02Q) for consistency.

Driveway Regulations – A list of recommended standards to consider per more recent RSAs.

Zoning Updates

- a. Modify “Elderly” Open Space to read “Age-Restricted” – Ms. Miner has input from Town Counsel from last year and will draft the warrant for Board consideration.
- b. Add Definitions for Self-storage facility and Warehouse.
- c. Add Wildlife Corridor Overlay District – This was considered earlier in the year. Given the recent preliminary project review off Susan’s Way and discussion on buffers, the Board decided such zoning was not warranted.
- d. Solar Ordinance – A number of examples were provided.
- e. Floodplain development ordinance – This will be deferred until town budget is voted upon as there is some scope of work for the RPC to update the ordinance.
- f. Revisit Buffer requirements for the Open Space Preservation development. Mr. Coppelman provided excerpts from Kingston’s Ordinances/Regulations.

V. ADMINISTRATION, OTHER

1. **Circuit Rider Business** – No new business
2. **Budget 2024** – Ms. Miner distributed an updated draft budget for 2024 based on discussion with the Board at the August 2, 2023, meeting for final review and approval.
Mr. Barham made a motion to move the 2024 budget to the Select Board. Mr. Karcz seconded the motion and the motion passed 4-0.
3. **Incoming Correspondence and Project Updates** - None
4. **Other Department News** – None

VI. ADJOURNMENT

Mr. Karcz made a motion to adjourn the meeting at 8:37 PM. Mr. Kohlhofer seconded the motion which passed 4-0.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Leanne", written in black ink.

Leanne Miner
Land Use Administrative Assistant