

**Freedom Planning Board
December 17, 2015**

Members Present: Les Babb, Anne Cunningham, Peter Park, Paul Elie, Bill Elliott, Jean Marshall, Pam Keith (alternate)

Members Absent: Maynard Thomson

Others Present: Dianne Park, Ernie Day Jr., Jennifer Molin, Ted Wright-Wright Survey Co., Mark McConkey, Bill White, Bob Smart

Minutes recorded by Dianne Park

Meeting called to order at 7:00pm.

Minutes

A motion was made by Peter, seconded by Bill, to approve the minutes from November 19, 2015 as amended. All were in favor.

Page 1, under ~~Members Present~~ after the name of Pam Keith add: ~~for Jean Marshall on the Sherwood Forest application~~

Page 6, fourth paragraph, delete the second bulleted item and add in its place ~~The applicant felt that the board wanted underground utilities~~

Page 6, under ~~Setbacks~~ fourth sentence, add the word ~~will~~ so the sentence reads: ~~Les said the project has been changed to a condo development which will contain 1 building lot of record with each unit owning 1/18 of the land and the setbacks and buffer zone will meet the town requirements.~~

Page 7, change any reference of ~~Susan Guffield~~ to ~~Susan Duffield~~

Page 7, under public comment, third paragraph, change ~~of~~ to ~~or~~ so the sentence now reads: ~~Ernie asked if they would build the full project upfront or build as they are bought.~~

Public Hearing started at 7:10pm.

For the purpose of this hearing Ernie Day Jr. sat on the board in place of Les Babb and Pam Keith sat on the board in place of Jean Marshall.

Review of the Preliminary layout of the Major Subdivision Application of Sherwood forest LLC of Ossipee Lake Road; Tax Map #7 Lot #5-1.

This month Sherwood Forest LLC submitted:

- Revised plan
- List of waiver requests
- Declaration of Condominium Document

Check future meeting minutes for any amendments or changes to these minutes.

At tonight's meeting a letter from the Engineer regarding drainage of the property was submitted but will not be discussed because it did not meet the submission deadline.

Review of Preliminary Layout of Section 5.06 of 5:12 of the Subdivision Regulations

5:06 a - *Name of municipality and subdivision; name and address of subdivider and designer or engineer; names and addresses of abutters (all of these items shall appear on the layout).*

- Present on layout

5:06 b - *General site location map locating the boundaries of the subdivision and proposed streets in relation to major roads or other features shown on the Town base map.*

- Present on layout

5:06 c - *Boundaries and area of the entire parcel owned by the subdivider, whether or not all land therein is to be subdivided, references to a Town Highway intersection or USGS bench mark; north point, bar scale, date, and dates of all revisions.*

- Present on layout

5:06 d - *Boundaries and designations of zoning districts within the subdivision; municipal boundary, if any; land use designations from the Zoning Ordinance.*

- Present on layout

5:06 e - *Approximate contours at 5 foot intervals taken from a standard USGS map.*

- Present on layout

5:06 f - *Soil mapping units and boundaries as classified by the U.S. Department of Agriculture Soil Conservation Service. Seasonally wet areas shall be delineated.*

- Submitted and needs to be on the final plat

5:06 g - *Subdivisions and buildings within 100 feet of the parcel to be subdivided; road, streets, and driveways within 200 feet of the parcel to be subdivided.*

- Present on layout

5:06 h - *Location of parks and other open spaces, watercourses, flood-prone area, significant natural and man-made features.*

- Present on layout

5:06 i - *Existing and proposed lot lines; existing and proposed easements, deed restrictions, buildings, accessory buildings, and zoning setback lines.*

- Present on layout

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- 5:06 j - *Preliminary road profiles showing grades, existing and proposed street right-of-way Lines (including side slopes), widths of streets, proposed names of new streets.*
 - Anne sent the preliminary layout of the road to the town Road Agent and there is a question about what happens when you get to the edge of the road, is it sand or gravel? Where is the drainage? Les said they would add to plan.
- 5:06 k - *Location of existing and proposed water lines, sewage disposal systems, storm drainage lines, drainage structures and drainage ways; existing and proposed culverts and bridges; existing and proposed telephone, electricity, water, sewer, fire protection lines and other proposed facilities and/or utilities.*
 - An As Built Plan will be submitted after design is complete
- 5:06 l - *Preliminary drainage analysis and computations; watershed areas.*
 - Drainage analysis presented at tonight's meeting
- 5:06 m - *Location and details as to any existing or proposed community water or sewer systems with information on capacity, usage, cost, any charges – direct or indirect, and a description of the entity responsible for the operation, maintenance and service.*
 - This will be on the final plat
- 5:11 a - *A boundary survey certified by a land surveyor licensed to practice in the State of New Hampshire.*
 - Present on Plat
- 5:11 b - *Contour lines at 5 foot intervals for the entire parcel to be subdivided.*
 - Present on Plat
- 5:11 c - *Soil test data, sewage disposal information, and approvals as required in Section 8:5.*
 - Present on Plat
- 5:11 d - *Boundary survey shall include bearing, distances and location and description of all permanent corner markers. Amended 05/18/06*
 - Present on Plat
- 5:11 e - *Existing and proposed lot lines and building sites, angles and dimensions, lot sizes in square feet and acres, consecutive numbering of lots.*
 - Present on Plat
- 5:11 f - *Existing and proposed street right-of-way lines; dimensions of tangents, chords, and radii; location of all monuments to be set at street intersections; points of curvature and tangency of curved streets and angles of lots; names of existing and proposed streets.*
 - Will be on final Plat

Check future meeting minutes for any amendments or changes to these minutes.

5:11 g - *For all subdivision that involve land designated as “Special Flood Hazard Areas” (SFHA) by the National Flood Insurance Program (NFIP) the applicant must assure that all necessary permits have been received from those governmental agencies from which approval is required under Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.*

- n/a

5:11 h - *For all subdivisions land designated as “Special Flood Hazard Areas” (SFHA) by the National Flood Insurance Program (NFIP), proposals for development of greater than Fifty (50) lots or five (5) acres (whichever is the lesser), must include Base Flood Elevation (BFE) data (i.e., floodplain boundary and 100-year flood elevation).*

- n/a

5:11 i - *All information submitted for the Preliminary Layout as preliminary or estimated shall be in final form for this application.*

- Will be on Plat

5:12 a - *Subdivision Grading and Drainage Plan: This plan shall be submitted on a separate sheet or sheets and shall provide the following information for the entire area of the proposed subdivision, unless there is a determination by the Board that a lesser area is sufficient:*

- Drainage Analysis was submitted tonight and Les read the report. Anne stated the Subdivision Regulations require a Drainage Analysis. Ted Wright explained that the property drains very well and under the grass will be clay to keep the water in. Les asked if it would be sufficient if they submit a plan showing the layout of underlayment of clay under the grass. Anne and Ernie said they would like to see grading for driveways and parking on the layout. It was explained that the lawn would be only around the house and the rest would be natural vegetation.

5:12 a 1- *Basic street and lot layout, with all lots or sites numbered consecutively.*

- Will be on the final Plat

5:12 a 2 - *Location of all existing buildings and approximate locations of proposed building, if known.*

- Will be on the final Plat

5:12 a 3 - *Contours of existing grade at intervals of not more that five (5) feet. Intervals less than 5 feet may be required, depending on the character of the topography.*

- Will be on the final Plat

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5:12 a 4 - *Final identification, location, elevation, grade and/or contours at intervals of not more Than five (5) feet for the existing and proposed drainage ways, drainage easements, drainage structures, and water bodies. Intervals of less than 5 feet may be required by the Board, depending on the topography.*

- Will be on the final Plat

5:12 a 5 - *Final identification and location of proposed soil erosion and sediment control Measures and structures.*

- Waiver requested

5:12 a 6 - *Final drawings and specifications for each proposed soil erosion and sediment control measure in accordance with the standards set forth in Section 8:15.*

- Waiver requested

5:12 a 7 - *Final drawings, details, and specifications for proposed storm water retention Facilities for ground water recharge, if applicable. Amended 02/18/10*

- n/a

5:12 a 8 - *Final slope stabilization details and specifications.*

- n/a

5:12 a 9 - *A timing schedule indicating the anticipated starting and completion dates of the subdivision development and the duration of exposure of each area prior to the completion of effective soil erosion and sediment control measures.*

- Will be on the final Plat

5:12 b - *Subdivision Street and Utility Plan: This Plan shall be submitted on a separate sheet or Sheets and shall provide the following information:*

5:12 b 1 - *Complete plans and profiles of all proposed streets, including but not limited to horizontal and vertical curve data at the street center line, street stationing every fifty feet, intersection and turnaround radii, and typical section of proposed streets.*

- To be discussed

5:12 b 2 - *Location and details of all existing and proposed utilities (including water mains, telephone, electric, and television distribution lines) on and adjacent to the land to be subdivided.*

- To be discussed

5:12 b 3 - *Any other details pertinent to street and/or utility construction.*

- To be discussed

Check future meeting minutes for any amendments or changes to these minutes.

5:12 c - *Flood Hazard Plan: For projects involving land designated as “Special Flood Hazard Areas” (SFHA) by the National Flood Insurance Program (NFIP), the plan shall provide construction drawings, grading and land treatment plans so as to allow a determination that:*

- 1) *all such proposals are consistent with the need to minimize flood damage;*
- 2) *all public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage; and,*
- 3) *Adequate drainage is provided so as to reduce exposure to flood hazards. Amended 02/18/10*

- n/a

5:12 d) *Requests for Modifications or Waivers: All requests for modifications or waivers as described in Section 8:16 and/or Section 5, Modifications or Waiver of Submission Requirements, shall be included in the Application.*

- Shall be submitted

5:12 e - *Information If a Performance Bond is Required From The Subdivider: If a Performance Bond is to be requested, the subdivider shall furnish an estimate of the full cost of all improvements and a description of the surety or security to be offered to secure a Performance Bond.*

- Les explained if the Planning Board feels they need a Performance Bond, one would be provided but they don't feel that it is necessary. Les further explained the State Attorney General requires a bond. Anne stated that if the applicant can show to the board what the State Attorney General requires is available to the town of Freedom then that is fine.

Roadway

Anne presented a Typical roadway Section submitted by the town Road Agent. Bob Smart said he felt it would be a mistake if the applicant did not put in drainage for the roadway. Ted Wright explained the roadway and driveways would be raised one foot to accommodate for drainage and all roadways would be built to town specifications.

Ernie asked if the board would be hiring an engineer to oversee the project. Anne read the submission requirements which state the Board of Selectmen would be in charge of overseeing the project.

The board and the applicant discussed how the roadway would be built and the drainage issue. After polling of all board members it was decided that the board would accept no drainage on the side of the roadway contingent upon the road being constructed one foot above grade. Anne stated she would like future recourse, for the town, if the lots do not drain as expected by the applicant.

Jennifer asked if rocks would be placed around all housing units. A note will be on the final plat referring to infiltration trench around all units.

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Sidewalks

Anne explained the board could not grant a waiver for sidewalks because the town ordinance stated pedestrian access is required per Section 902.2.10 and 902.3. Les said that roadways would provide adequate pedestrian access. There was a discussion on this issue and the board agreed to have sidewalks on one side of the street only. Sidewalks will be separate from the road.

Condominium Documents

The applicant's condominium documents were submitted to the board attorney who commented on them. The board agreed to share the attorney letter with the applicant and put this subject on the agenda for next month. Also on next month's agenda will be the action on the final plat.

Bill asked if board members could walk the property and Les said to give him a call and he would show them around.

Public Hearing ended at 8:05pm.

Les left the meeting at this point and Ernie Day Jr. stayed as the Selectmen's Representative. Pam Keith left the meeting and Jean Marshall joined the board.

Survey Results

Anne submitted survey results as discussed at last month's meeting. Board members liked the result but thought the printing should be in color or another type of symbol used for easier reading.

Ernie gave Anne a thank-you for the amount of work she put into the survey. Job well done.

Other Business

Anne informed the board of there being no Planning Board ballot questions this year. The board discussed forming a sub-committee to evaluate all sub-division applications according to the check list. The board decided this was not necessary.

A motion was made by Bill, seconded by Peter, to adjourn the meeting.

Meeting adjourned at 9:25pm.