

**Freedom Planning Board
May 16, 2019
Freedom Town Hall**

Members Present: Chairman Anne Cunningham, Bill Elliott, Jeffrey Towle, Les Babb

Members Absent: Peter Park (A), Paul Elie, Pam Keith, Dale McConkey

Others Present: Stacy Bolduc Recording Secretary, Anna Gross Operations Director at Camp Cody, Fred Martin

Quorum: Met

With a quorum having been declared the meeting was called to order at 7:00 p.m. with Chairmen Anne Cunningham presiding.

Minutes:

Les made a motion, seconded by Jeffrey to accept the April 18, 2019 minutes as written. All were in favor.

Public Meeting Site Plan Review for Camp Cody Map 21, Lot 1

Site Plan Review Plat Requirements
Camp Cody

- 5.1 General. A letter of intent detailing the proposed development along with a list of names and addresses of all abutters to the site, as defined by R.S.A. 672:3 as may be amended, who own property not more than five (5) days before the day of filing, as shown in the Town Records and signed by a Town Official shall be submitted to the Planning Board.
- 5.2 Site Plan Plat.
- 5.2.1 Copies. The applicant shall submit five copies, 24" x 36" of the plat.
- 5.2.2. Scale. The scale shall be at a minimum scale of 1-inch equals 100 feet.
- 5.2.3. Preparation. A land surveyor, an engineer, or an architect shall prepare the plat.
- 5.2.4. Content. The Plat shall contain the following:

Jim Rines came before the board to present the following improvements for Camp Cody:

- Proposal 1- The placement of a 10'x16' freestanding freezer at the existing Dining Hall.
- Proposal 2- Placement of two yurts on Pahaska Pathway. The yurts are for activities, and therefore no water or sewer will be plumbed to them although there will be electricity. Yurts are 27' in diameter and meet the specs for snow load.
- Proposal 3- Placement of a 16'x30' beekeeping shed- with an 8'x 24' deck near the former roller-skating rink.

Jim handed out a revised sheet 1, revised letter of intent and revised cover letter. Sheet 1 was updated to reflect the correct purpose and a revised letter of intent that clarified the purpose of the yurts.

Jeffrey made a motion, seconded by Les to accept the revised plan and transmittal; Motion passed unanimously.

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

The following check list was reviewed and discussed.

	Provided	Waiver Request
1) A location plan at a minimum scale of one-inch equals one thousand feet <ul style="list-style-type: none"> • showing property lines of parcels being developed in relation to surrounding areas; • names and locations of town streets; names and locations of proposed streets; • names of water courses and water bodies on and adjacent to the site; • and area of the entire parcel in acres and square feet. 	Sh. 1	
2) A title block with title; <ul style="list-style-type: none"> • owners name and address; • name of agent; • scale of plan; and • name, seal, and address of preparer. 	SH 1&2	
3) <ul style="list-style-type: none"> • North arrow and • bar scale. 	SH 1&2	
4) Surveyed property lines of the parcel showing their bearings and distances.	SH 1	
5) Names of all abutting property owners, showing book and page as shown in the Carroll County Registry	SH 1-3	
6) Location and layout of existing and proposed structures and buildings.	SH 1-3	
7) Existing and proposed contours at five-foot intervals for the entire site being considered for development. Where grade is proposed, existing contours shall be dotted lines and finished elevations solid.	SH 1-3 WAIVER REQUESTED	Les made a motion seconded by Bill to approve a waiver for 5.2.4.7 Motion passed unanimously.
8) Area of entire parcel in acres and square feet.	SH 1&2	
9) Zoning and special district boundaries.	SH 1	
10) Deed reference and tax map number.	1&2	
11) Location width, curbing and paving of access ways, egress ways, and streets within the site.	SH 1-3	
12) Location and layout of all on-site parking and loading facilities.	SH 1-3	
13) Location and size of all municipal and non-municipal utilities and appurtenances including: water, sewer, electric, telephone, gas lines, and fire alarm connections, indicating whether overhead or	SH 1-3	

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

underground, and the locations of well and septic systems.		
14) Type and location of solid waste disposal facilities.	SH 1&2	
15) Location, elevation, and layout of catch basins and other surface drainage features.	SH 1-3	
16) Location of all physical/natural features including: <ul style="list-style-type: none"> • water bodies, • water courses, • wetlands, • vegetation/foliage lines, • soil types, • railroads, • rock outcroppings, and • stone walls. 	SH 1-3	
17) Dimensions and area of all property to be dedicated for public use of common ownership.	N/A	
18) For all site plans that involve and designated as “Special Flood Hazard Areas” (SFHA) by the National Flood Insurance Program (NFIP) assure all necessary permits required under Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.	SH1&2	
19) For site plans that involve 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	
20) Date and permit number of all required state and federal permits.	PENDING DES Permit by notification for the freezer.	
21) Location of all buildings, wells, and leach fields within one hundred and fifty feet of the parcel.	WAIVER	Les made a motion, seconded by Jeffrey to approve a waiver for 5.2.4.21; Motion passed unanimously.
22) Dimensions, area, and minimum setback requirements on all existing and proposed lots.	SH 1-3	
23) Proposed landscaping including size and type of plant material.	N/A	
24) Pedestrian walks providing circulation through the site.	SH 1-3	

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

25) Location and size of proposed and existing signs, walls, and fences.	SH1	
26) Location, widths, and purposes of any easement or right-of-way.	SH 1	
27) Total on-site square footage of impervious surfaces.	SH 1	
28) Snow storage requirements.	SH 1&3	

Jeffrey made a motion, seconded by Bill that the application is complete pending DES permit; Motion passed unanimously.

Public Hearing opened at 7:25 p.m.

5.3 Additional Plats. The Board can require additional plats if necessary. Examples of additional plats are as follows: *Erosion Control Plan, Landscape Plan, Building Elevation Plan, and Profiles and cross-sections on roadways and bridges*

5.4 Graphic Presentation. The Board can require the applicant to provide photo simulation, photomontage, or drawings that depict the built conditions of the site.

5.5. Additional Documentation. At the request of the Board additional documents may be required. Examples of additional documentation include: *Drainage studies, Traffic studies, Wetland studies, and Environmental, and fiscal impact studies.*

DESIGN STANDARDS AND REQUIRED IMPROVEMENTS-Go through these is application is accepted as complete.

6.1. Architectural	N/A
6.1.1. Building Height	
6.2. Bridge and Road Construction	N/A
6.3. Sedimentation and Erosion Control	N/A
6.4. Storm Water Drainage.	SH 3 Infiltration trenches to handle 50-year storm event
6.5. Flood Hazard Plan	N/A
6.6. Water Quality	No Impact
6.7. Dust, Fumes, Vapors, Gases, and Odors.	N/A
6.8 Glare	N/A
6.9. Noise	N/A
6.10.Sewage	N/A
6.11. Utilities	SH 1-3 electricity will be underground to yurts
6.12 Lighting	SH 1-3
6.13. Signs	N/A
6.14. Equipment and Service Areas	N/A
6.15. Parking	N/A
6.16. Access Management and Multi-modal.	N/A
6.17. Landscaping.	N/A
6.18. Fencing, Walls, and Buffers	N/A

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

Les questioned if the freezer would have screening and expressed concern about the noise when the compressors come on carrying the sound across the lake and impacting neighbors. A brief discussion ensued around allowing time to do the screening for the freezer.

The conditions of approval are the following:

- Shoreline Permit by Notification obtained.
- Demonstrated maintenance on infiltration trenches every three years.
- Underground electric to yurts.
- Fire Chief sign off on the 13 ft. distance between the yurts.
- Screening on the freezer by 5/16/2020.

Les asked if the dumpsters are screened in, Anna responded they are. The trees were briefly discussed, and the fact that some of the trees have died. The propane tanks that are in the parking lot will be removed. Anna explained they switched propane companies and that they have requested the tanks to be picked up.

Les made a motion, seconded by Jeffrey to approve the Camp Cody site plan review with the above conditions. Motion passed unanimously.

Jim and Anna left the meeting at 7:50 p.m.

Anne asked the board if language should be added to the plat for projects in the Shorefront District regarding drainage. Currently, the application states the board can ask for additional plats if necessary. Les supports having the information rather than they ask for a waiver. It was agreed to go through the process to add additional language for the Shorefront District in section 5.2.4 for drainage. Anne would like to discuss the proposed change again when more board members are present for the discussion.

Master Plan Review

The Master Plan review was postponed till the June meeting, so everyone has had a chance to review the updated copy. Anne shared since the copy has been updated, she has received a couple of charts, the Flood Plain Map provided by FEMA and Lake Host inspections for invasive species found from 2013-2018 provided by New Hampshire Lakes. Anne will send out the recommendations by chapter for discussion at the next meeting.

The school is still working on their piece of the plan.

There being no other business to come before the board, **Jeffrey made a motion, seconded by Bill to adjourn the meeting at 8:10 p.m. Motion passed unanimously.**

Respectfully Submitted,
Stacy Bolduc
Recording Secretary

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