

Freedom Planning Board
Thursday, April 20, 2023
at 7:00 p.m. at Freedom Town Hall

Minutes

The meeting was called to order at 7 pm by Anne Cunningham. Present are: Anne Cunningham, Brian Taylor, Bobbie McCracken, Linda Mailhot, Jeff Nicoll-Alternate, Jane Davidson, Chuck Brooks, Melanie Glavin, Melissa Florio-Select Board member. Jeff is seated for Carol McIntire. Carol McIntire is absent.

PUBLIC MEETING

- Elect a chair and vice-chair –Linda nominated Anne as Chairperson, Brian seconded.

APPROVED

Brian nominated Linda as vice-chairperson, Bobbie seconded. APPROVED

PUBLIC HEARING – opened at 7:03 pm

- Camp Cody Site Plan Review (continued from March 16, 2023) that proposes changes and additions to camp facilities. The board will specifically review the proposed parking area and the required buffer and the structure on which the trampoline activity will be built.

James Hayden – Horizons Engineering - is representing Camp Cody. Site walk was done.

Trees survey was done, 307 trees. Closest point of the parking lot will be 85' to the right of way, 103 feet to Ossipee Lake Road. After the visit, Anne did not feel it was a well spaced, wholesome buffer. Linda and Melissa agree. Additional vegetation is suggested. James

mentions that additional plantings will not grow well because of the existing high canopy. An arborist was hired to remove dead and diseased trees.

Jim Rines from Horizons Engineering is here as well. The parking lot will not be used in the winter time when there is no deciduous vegetation. He has concerns about the suggested plantings as well. He feels that the regulation regarding buffering relates to a commercial property next to a residential property. Anne referred to a regulation that refers to screening.

Anne proposes that there be some vegetation planted to enhance the buffer. Jim states that they can plant, but that they can't guarantee that the plantings will survive. Phil Ross (Camp Cody) indicates that they are willing to plant buffers, and will consult with the State for advice. Anne proposed a condition that Camp Cody install an additional buffer along the part of the path that is going to be abandoned, and 10 feet on either side of the driveway along the

Note: These minutes are draft and will not be final until the planning board reviews them and approves them, usually at the next planning board meeting. Draft minutes are available five business days by request from the Freedom Town Office at townoffreedom.net or 603-539-4924 during regular office hours. Approved minutes will be available on the town website five days after final board approval.

road. Bobbie suggests fastgrowingtrees.com. Brian recommends Wendy Scribner (UNH Extension) as a resource.

Bobbie seconded Anne's condition. APPROVED unanimously

Trampoline activity – more detail is shown. Posts are shown. Existing EDA underneath. Any posts over the EDA will be surface mounted or struts running along the bottom of the structure. In the event of the EDA failing, the structure can be removed or the effluent can be rerouted to other leachfields. This is approximately 145' from the lake. Drip trenches are proposed.

Richard Woodstein (member of the public) is in favor.

The hearing was closed at 7:31 pm.

Snow removal is shown. Permits are noted. A permit by notification will be done for the trampoline activity. The Zoning Officer has the ability to grant the permit for that. Septic is being prepared for submittal.

Two conditions – wooded buffer, all required permits be obtained. Jim Rines requested that they be allowed to begin filling the parking lot as part of the approval.

Dependent on permits?

EDA – yes

Parking lot

Cabins and garage - yes

Parking lot with dumpsters

Garage

Trampoline activity - yes

Activity buildings – yes

Gym expansion – yes

Anne made a motion to approve the application with three conditions – wooded buffer, all required permits be obtained, the plantings need to be complete by September 15, 2023.

Board will allow work to begin on projects that do not require permits. Seconded by Melanie.

Brian asked about the ballfield – fencing. There is no fencing planned. Melanie asked about permits and requirements. Melissa asked for clarification about what projects need permits.

Note: These minutes are draft and will not be final until the planning board reviews them and approves them, usually at the next planning board meeting. Draft minutes are available five business days by request from the Freedom Town Office at townoffreedom.net or 603-539-4924 during regular office hours. Approved minutes will be available on the town website five days after final board approval.

Motion carried – APPROVED unanimously

PUBLIC MEETING

- Valley View Farm (continued from March 16, 2023) that proposes various agritourism activities at the farm located at 95 Burnham Road. The board will review the content from Site Plan Regulations Section 5.2.4 for which the board did not grant waivers: items 8 (zoning districts), 11 (contours), 15 (access ways), and 26 (pedestrian ways). The board tabled discussion of items 19 (surface drainage) and 20 (physical/natural features) until April 20 to see information provided on contours.

Based on the material presented, the board will determine if the application is complete.

Melanie, Melissa, Bobbie and Jeff recused themselves. Jane Davidson and Chuck Brooks are seated.

A letter from the applicant's attorney requests that we continue this application until May 18 meeting.

Chuck asked about May 1 deadline that was listed. It should have been the Thursday before, 4/27.

A motion to continue the hearing to the May 18 meeting was made by Brian, Chuck seconded. APPROVED

- Notice is hereby given in accordance with RSA 676:4 that an application for Site Plan Review for the Camp Robinhood located 65 Robinhood Lane, tax map 7, lots 5 and 5-1 has been submitted. This application is a continuation of improved facilities at Camp Robinhood that are needed to maintain pace with the expectations of the campers and their parents as well as camp programming, specifically:
 1. Convert the existing arts and crafts building to a 25-camper cabin, keeping the existing footprint.
 2. As part of the building conversion, a new septic will be constructed.
 3. Construct a 30' x 80' storage garage/laundry building adjacent to the existing caretaker building.
 4. Construct a 26' x 30' trash compactor concrete pad.

Note: These minutes are draft and will not be final until the planning board reviews them and approves them, usually at the next planning board meeting. Draft minutes are available five business days by request from the Freedom Town Office at townoffreedom.net or 603-539-4924 during regular office hours. Approved minutes will be available on the town website five days after final board approval.

5. Construct a 15' x 40.1' covered deck on the northerly side of the 2nd floor of the caretaker building, which was approved in September 2017 with living space on the second floor
6. Reconfigure the existing gravel parking area to provide more organized parking and to provide an access way to the proposed storage garage/laundry.

Upon a finding by the Board that the application meets the submission requirements of the Site Plan Review Regulations, the Board will vote to accept the application as complete and proceed with public hearing.

Brian recused himself, as he is an abutter to the property.

James Hayden and Jim Rines are present from Horizons Engineering. James walked through the projects. The population of the camp will actually be decreasing. Richard Woodstein – Director of Camp Robinhood is present. Tree inventory of the area behind the parking area was done. Some vegetation is proposed.

Site Plan Review Checklist Discussion:

1. location plan – shown ✓
2. North arrow & bar scale – shown ✓
3. Title Block – shown ✓
4. Surveyed property lines – shown ✓
5. Area of entire parcel – shown ✓
6. Deed reference/tax map # - shown ✓
7. Names of abutters – shown ✓
8. Zoning and special district boundaries – shown ✓
9. Dimensions of existing and proposed lots – shown ✓

Note: These minutes are draft and will not be final until the planning board reviews them and approves them, usually at the next planning board meeting. Draft minutes are available five business days by request from the Freedom Town Office at townoffreedom.net or 603-539-4924 during regular office hours. Approved minutes will be available on the town website five days after final board approval.

10. Location&layout of existing and proposed structures – shown ✓
11. Contours – waiver requested – Linda made a motion to grant a waiver for section 5.2.4.11, Bobbie seconded. APPROVED
12. Total sq. ft. impervious surfaces – shown ✓
13. Location of existing signs, walls and fences – shown ✓
14. Location, width and purpose of any easement or right of way – shown. Utility easement ✓
15. Location, width, curbing & paving of access ways, egress ways, streets – shown ✓
16. Location and layout of all on-site parking and loading facilities – shown ✓
17. Location/size of utilities - shown✓
18. Type/location of solid waste disposal facilities – shown. Compactor will eliminate the need for all the dumpsters previously used. ✓
19. Location, elevation and layout of catch basins, other surface drainage - shown✓
20. Location of physical/natural features - shown✓
21. Location of building wells, leach fields – waiver requested. Bobbie made a motion to grant the waiver for 5.2.4.21, Linda seconded. APPROVED
22. proposed landscaping - shown✓
23. Snow storage requirements - shown✓
24. Date and permit number for all required state and federal permits – shown. ✓ Both pending right now.

Note: These minutes are draft and will not be final until the planning board reviews them and approves them, usually at the next planning board meeting. Draft minutes are available five business days by request from the Freedom Town Office at townoffreedom.net or 603-539-4924 during regular office hours. Approved minutes will be available on the town website five days after final board approval.

25. Dimensions of property dedicated for public use of common ownership – n/a

26. pedestrian walks - ✓ shown

27. Special Flood Hazard Area permits - ✓ shown

28. Special Flood Hazard Area – base flood elevation data – shown ✓

29. Shorefront – drainage studies – n/a ✓

A motion to accept the application as complete with two waivers was made by Bobbie , seconded by Melissa. APPROVED

PUBLIC HEARING

- Camp Robinhood Site Plan Review (if application is voted as complete)

The public hearing was opened at 8:07 pm.

Architectural – must be less than 35’ and compatible with surrounding buildings. ✓

Bridge and road – n/a

Sedimentation and erosion control – flat work area, disturbing soil does not make sense.

Stormwater drainage – proposed drip edges ✓

Flood hazards – on sheet 1 ✓

Water quality – wells - no changes to wells ✓

Outdoor storage facilities for harmful wastes, fuels, etc. – no additional. ✓

Dust fumes vapors & gasses – no change ✓

Note: These minutes are draft and will not be final until the planning board reviews them and approves them, usually at the next planning board meeting. Draft minutes are available five business days by request from the Freedom Town Office at townoffreedom.net or 603-539-4924 during regular office hours. Approved minutes will be available on the town website five days after final board approval.

Glare – parking area is daytime use only. Residential downlit lights are proposed. None of this is near an abutter or the lake. ✓

Noise – no change ✓

Sewage – additional septic proposed ✓

Utilities – no additional proposed ✓

Lighting – no changes ✓

Signs – no changes ✓

Equipment/service areas – shown ✓

Parking – shown, two trees are proposed. ✓

A waiver is requested to have the parking area be gravel. Melanie made a motion to grant a waiver of 6.15.2, Linda seconded. APPROVED

Access management – none ✓

Landscaping – two proposed trees ✓

Fencing, walls & buffers – fence will be added to north side of compactor. ✓

No abutter or public comments were received.

Bobbie made a motion to approve the application as presented with the following condition: permits must be received. Commencement of the Arts and Crafts interior improvements (no occupancy until permit is received) as well as configuration of parking areas and compactor are allowed. Melissa seconded. APPROVED

Note: These minutes are draft and will not be final until the planning board reviews them and approves them, usually at the next planning board meeting. Draft minutes are available five business days by request from the Freedom Town Office at townoffreedom.net or 603-539-4924 during regular office hours. Approved minutes will be available on the town website five days after final board approval.

PUBLIC MEETING

- Review Camp Huckins request for adding a pergola to the dining hall on a site plan approved on 4/21/2022 – Melissa made a motion to approve the modification of the original site plan to add a pergola, Melanie seconded. APPROVED
- Registry of deeds asked Boards to appoint someone on the Board to sign plans that are going to the registry. Melissa nominated Melanie Glavin, Brian seconded. APPROVED
- Review and approve the minutes of February 16, 2023 – Linda made a motion to approve, Brian seconded. APPROVED
- Review and approve the minutes of March 16, 2023 – Line 178 pg 6 – change die to due. Linda made a motion to approve as amended, Jeff seconded. APPROVED
- Suggestion: a sign in list for public in attendance
- Review changes to the rules of procedure – standard for submittal of supplemental materials as opposed to original materials. Currently we can take a vote at the meeting to extend the submission deadline past the 7 days provided on a case by case basis. Linda spoke about her thoughts on this, that all materials need to be submitted 21 days prior, whether supplemental or not.

Also, our rules of procedure say that when an alternate is seated on an application, the next month the member for whom the alternate is sitting can sit, as long as they educate themselves about what happened at the meeting. Board preference is that if an alternate is seated, they should be seated for the entire application. Anne will make that change and add the submission deadline to the rules of procedure if it is not there.

Under site plan, we do not have Rob Cunio inspection as a likely condition of approval.

- STR Applications –
 - Brian Taylor – 32 Old West Ossipee Road – Windows were not to code. Gary and Rob found that there is a way to push open the windows to allow as a means of egress. Shutoff photos will be included with the booklet for renters. No smoke detector for the garage, access is not given to renters. Brian will install one.
 - Karen Monaco – West Bay Rd. – egress shows snow in front of doors, is this place rented in the winter? Any smoke alarm in living/dining area? No exterior photos.

Electronic packets? Melanie, Bobbie, Brian, Linda would like paper packets. Digital to everyone, with printed packets for those that want them.

- Public Comment
- Other business that can come properly before the board

Melissa made a motion to adjourn at 9 pm, Melanie seconded. The meeting was adjourned.

Note: These minutes are draft and will not be final until the planning board reviews them and approves them, usually at the next planning board meeting. Draft minutes are available five business days by request from the Freedom Town Office at townoffreedom.net or 603-539-4924 during regular office hours. Approved minutes will be available on the town website five days after final board approval.

Respectfully submitted,
Melissa Donaldson
Recording Secretary

Note: These minutes are draft and will not be final until the planning board reviews them and approves them, usually at the next planning board meeting. Draft minutes are available five business days by request from the Freedom Town Office at townoffreedom.net or 603-539-4924 during regular office hours. Approved minutes will be available on the town website five days after final board approval.