

**OSSIPEE PLANNING BOARD
MEETING MINUTES
April 5, 2016**

Minutes recorded by Laura Nash, Planning Board Secretary; amendments are noted by ***bold/italic*** type.

Call to Order

Ski called the meeting to order at 7:00 p.m.

Attendance by roll call: Bruce Parsons, Dennis Legendre, Roy Barron, Ski Kwiatkowski, Connie Billings, Frank Riley, and Rick St. Jean (Alternate) **Absent:** Bob Gillette

Ski introduced & welcomed Steve McConarty as the new Building & Zoning Officer

Meeting Minutes:

Meeting Minutes of March 1, 2016 and March 15, 2016 were review for approval.

Motion: by Roy, seconded by Bruce, to approve the minutes from March 1, 2016 Planning Board meeting.
All in favor, motion passed.

Motion: by Roy, seconded by Rick, to approve the minutes from March 15, 2016 Planning Board meeting.
All in favor, motion passed.

Old Business: Master Plan presentation from Rick St. Jean moved to next meeting April 19, 2016

Unsatisfied Conditions: [Updates in Blue](#)

Board	Date	Applicant	List of Conditions
PB	07/21/15	Tammy White	State Inspection Certificate – Passed Inspection pending paperwork
PB	06/16/15	Irving	Fire Chief Approval; Septic Approval; Gas Tank Approval from State – Papers & Plans received 03/17/2016 - Pending PB review
PB	11/03/15	EFI/View Tech	Ltr stating manufacturing/light industry only. – Steve McConarty Investigating, pending papers.
PB	11/17/15	Irving Oil	Revised Plans – Papers & Plans received 03/17/2016 at Town Hall. - Pending review from PB
PB	10/20/15	Aubuchon Realty Company	Submit new plan with proper owner's name; copy of deed – Site Plan received 03/30/2016 – Pending review from PB

* Items attached for Board review and decision.

New Business

• **Case #16-1-SPR – Westward Shores Lakeside Camping Resort**, 110 Nichols Road, Tax Map 29, Lot 1, 23-6, 23-7, 23-8, 24-15, 24-18, 24-19, 24-40, 28-5, 28-6, 29-2, 29-3, 38-15 for expansion of a recreational camping park. Presented to PB and ZBA approved Special Exceptions. Here to present for final Site Plan Review.

Dan Flores: from SFC Engineering, presented on behalf of Northgate Ossipee, LLC – owner via site plan review check list. Here for SPR.

Project Review:

- Received special exception from ZBA on 03/08/2016.
- Water Resource Protection Overlay District - required a special use permit. Site map page 3: WWSCG has 258 site campground with Marina and 144 seasonal docks.
- NHDES Subsurface bureau for Subdivision & Septic approval (pending)
- NHDES Land Resource Management Alteration of Terrain full drainage analysis and report
- NHDES Wetlands for Wetland Permits & Shoreland Permit for development on the peninsula.

- NHDES Water system for drinking water approval for two wells
- Natural Heritage Bureau for review of rare species and exemplary in natural communities
- NH Fish & Game, NH Audubon Society for rare species have been to the site for review.
- Ossipee Department of Public Works discussed Nichols Road.
- West Ossipee Fire Department discussed project
- Ossipee Lake Alliance and Green Mountain Conservation for model ordinance review

Northgate purchased several lots totaling 308 acres. Wetlands total approximately 132 acres.

Proposing 4 areas of development:

1. Peninsula Area w/18 sites & existing cottage
2. Pond Rd area 1 w/144 sites, bath house & indoor pool
3. Pond Rd area 2 w/ 34 sites & pavilion
4. Pond Rd area 3 w/ 68 sites & bath house

Total proposed sites = 264

Total existing sites = 258 + 264 = 522

Density = 522 / 308 = 1.7 sites/acre

Dennis questioned and Connie confirmed: Per rule 19.1.6B – cannot count wetlands as part of total acreage. Dan proceeded to answer a variety of Q&A pertaining to wetlands, septic locations, Nichols Rd. construction, and the peninsula.

Dan F: proceeded with Site Plan –

#2: Partial Development (phasing plan). Would like to start with development of the peninsula, Pond Rd 1, Pond Rd 2 or 3, - No time frame as yet.

#5: Surveyed Property Lines: Submitted ALTA/ACSM land title survey plans w/ surveyor's stamp

#6: Campsite Sizing – site map pg. 28 - Pond Rd areas will have 50' x 80' site (4,000sf), each site have 32' x 12' gravel pad for unit to sit on and a 10' x 12' gravel parking spot

Peninsula will have 30'x54' (1,620sf), and Minimum site size is 1,600sf for a vehicle campsite per Article XV section 15.1.2.

#9: 100 yr. flood hazard boundary – The entire area is within the flood hazard. It has been addressed with the ZBA. Per the NHDES Dam Bureau, the highest level in the past 10 years is 412.17 ft. Prior recording is in 1998 was 413.72 ft. They are aware of the flood levels and are meeting FEMA requirements for evacuations and septic's are water tight.

#10: Buildings, wells and leach fields –

- **Buildings:** Proposing 2 bath houses and 1 indoor pool/amenities building.

Ski questioned what the bath houses offer? Dan replied: Toilets, sinks and possible showers.

Roy noted the finished building must be above flood plan. Dan indicated they would be.

- **Wells:** Proposing 2 well for the Pond Rd. areas. The existing well on the Peninsula is pending NHDES approval.

Rick stated they were not meeting the 50' distance to the wetlands and to the water? Dan agreed but per NHDES based on the existing well and the amount of campsites for this area, the existing well would meet the requirements. But is still pending NHDES final approval.

- **Leach Fields:** Areas are far away from the wetlands and are list in the special use notes.

#11: Minimum setback requirements and lot size – Minimum lot size is 10 acres for campground. Site loading for sewage is 21 acres per NHDES requirements, we are providing 111 acres. The front setback for campground is 200 ft. We are providing 870 ft. Side & Rear setback requires 50 ft. for campgrounds, we are providing 62 ft.

#12: Surface water drainage features – full drainage report was submitted to NHDES as part of the Alteration of Terrain application.

#13: Access way layout & design –

1. Access will be Nichols Rd. to Pond Rd. to the campground. Public Works Director, Brad Harriman states Nichols Rd is adequate but has concerns for the shoulders at the two corners. He recommends paving the inside corners, which will be done.
2. Emergency Access – Road to the existing powerlines to be 16 ft. wide, gravel to fill in the low areas and be gated at both ends from public per Chief Huddleston's approval.
3. Peninsula Road – Existing paved road to be graded and paved to 16 ft. wide per Chief Huddleston.
4. Campground Roads – will be 20 ft. wide gravel roads anywhere having 2-way traffic.
5. Access within Existing Campground – Chief Huddleston tree pruning to the roads to allow better access for fire apparatus.

#14: Pedestrian walkway design – Campground road will accommodate pedestrian traffic and speed limits will be posted and enforced by management.

#15: Parking pg. 7. – Regulations state each campsite must have its own parking spot. Each new site has 10' x 20' parking space. Peninsula sites will have 10' x 20' near the site. Additional parking exist at Gate House, including (2) handicapped spaces (8' x 20'). Boat trailer parking (pg.3) are stored at an abutting lot off Nichols Road.

Section D: Required Information

6. Proposed Landscaping – is limiting to the drainage features. The intent is to retain as much natural character as possible. No additional landscaping is planned except around the well water treatment areas.
7. Erosion/Sediment control – Silt socks will be used prior to excavation
8. Exterior lighting – Existing flood lights to be shielded. Limited lighting will be used in new development to maintain natural campground ambience. Any lighting used will be shielded.
10. Easements & right of ways – Shown on the Existing Conditions Plan, Overview Plan and ALTA plan filed with application.
11. Hazard Material Storage – limited to existing marina. SFC recently complete a Spill Prevention Control & Countermeasure (SPCC) plan for the marina per NHDES for the new owners.
13. Snow Storage – Snow storage for seasonal campground for Pond Rd. is on the Detailed Development Plan (sheet 4)
14. Utility & related facility layout – Every site will have sewer, light and water is considered a three-way site per NHDES.
15. Open space/public-use area – Total land is 308 acres. Total area of development is 35 acres. Campground is 32 acres. Total area of space including wetlands is 241 acres, minus the 132 acres of wetlands, leaves 109 acres of open land in upland.

Bruce: asked if a conservation easement has been put on the wetlands yet? Dan replied, has not been discussed in any detail.

Roy: noted it would be a tax payer's expense and not in favor of this idea.

Special Use Permits

1. All proposed subsurface disposal of waste materials.

Since we are in the water protection overlay district – any use other than a single family dwelling having greater than 600 gallons per day, regardless of plot size, requires a special use permit.

Here for Special Use Permit: Proposal for three septic areas, all serviced by Effluent Disposal Areas (EDA): (per handout)

1. Pond Rd areas 2 & 3, indoor pool and bath house
2. Pond Rd area 1 and includes 1 bath house
3. Peninsula with 18 camp sites & existing cottage

Full plans for the septic systems will be delivered to the Ossipee Code Enforcement Officer for approval prior to submitting to NHDES.

2. Proposed excavations and/or earth moving operations: property is very flat, designed to retain character of the land. Biggest impact will be the 12,000 ft. of gravel roads. Submitted permit for Alteration of Terrain with drainage plan has been filed with NHDES.

3. Proposed methods of conveying water from roads & paved surfaces: All stormwater will be directed overland to treatment areas.

4. Any proposed diversion of ground or surface water on or adjacent to the site: No diversions are proposed.

5. Surface drainage plan (map pg. 4): Stormwater treatment by use of undisturbed forest buffers, bioretention filter systems. The peninsula area (map pg. 7) use of gravel pave to provide a reduction in impervious from 8.1% to 2.6%. Drainage report submitted to NHDES for AoT.

Other Information:

1. Complete list of all chemicals, pesticides, fuels, etc... - None proposed for this development
2. Description of all potentially hazardous wastes to be generated – Not applicable.
3. For above ground storage of hazardous materials & wastes – None other than what already exist.
4. On-site waste disposal systems – anything greater than 2,500 GPD to be designed by and stamped by a professional engineer. Septic has been designed by a licensed professional engineer who is also a State of NH licensed designer.

Ski: opened the meeting to Board members Q&A.

Bruce: noted the following 8 questions submitted by the Conservation Commission: some of which were answered during the presentation.

1. Asking for a wildlife corridor study on the areas of Pond Road 1,2,3 sites (like Rick Van de Poll does)
2. Asking for a parking lot for boats and trailers – [Answered during presentation](#)
3. Finding out where the septic areas are for the peninsula sites - [Answered during presentation](#)
4. Asking for no further expansion of docks and moorings (originally shown all along the shoreline)
5. Asking for more setback for the peninsula sites located along the unnamed tributary (presently only 10 ft. setback)
6. Asking for a DOT traffic study on the corner of Nichols Rd and Rt. 16 -
7. Asking that the two corners be widened on Nichols Rd - [Answered during presentation](#)
8. Asking for a conservation easement on the area between the present campground & south of the Pond Rd areas and the Bearcamp - [Answered during presentation](#)

Road construction discussion of 16ft vs. 20 ft. width verses regulations between local, State and campground regulations ensued amongst various board members. Dan provided specifics to board members of 1 - 1,000 ft. long section of road on the peninsula would be 16 ft. with 2 ft. shoulder as to not impact wetlands, all other roads will be 20 ft. with 2 ft. shoulders. Dan F. noted they do have Fire Chief's approval for these plans.

Rick: voiced his opinion stating the peninsula design is inadequate and the roads, septic and water system are all sub-standard. Dan stated the plans for the peninsula are with Craig Day at NHDES for review and the campsites are considered accessory structures. Campground regulations require 20 ft. buffers. They are also reducing the impervious land by quite a bit.

Rick & Ski: voice concerns for Nichols Rd and Rt. 16 for increased traffic flow, especially on Friday evenings and Sunday afternoons. Dan stated they did a trip study and presented it to DPW for approval.

Rick: claimed DPW nor Brad Harriman have any authority over these decisions so their opinion doesn't matter. Selectmen Rep. - Frank Riley stated Brad Harriman does have determination over Nichols Rd.

Dennis: Asked for clarification whether these sites were seasonal vs. weekly? Because this would determine some of the traffic issues. Dan F. answered its more seasonal but there could be some weekly rentals. Extensive exchange of words, some impertinent, between board members ensued.

Dan F. clarified the last person he spoke with was Mike Izzard with Lakes Region Planning Commission, who stated that Nichols Rd. was not on the priority list for safety review based on historic accident data provided by NH DOT.

Ski: Opened the discussion up to the public.

Sophia Kaczynski: spoke in opposition to the project. She made note due to the fact she can't get to her section of the beach sometimes because of current and potential increase of people/traffic. Increase noise levels with weekend parties, speedy on Nichols Rd.

Maureen: inquired if the wetlands across the street of Nichols Rd., meets the criteria's to the leach fields? Dan replied, the leach fields have met the 75 ft. setback ordinance requirements.

Maureen asked if each site would have a dumping station or a designated area for cleaning out their tanks before leaving. Dan stated, each campsite will have collection site to the field.

Maureen asked, do the campers stay there year round and is there any plans to expand the store that is on site? Dan replied, camp sites can only be occupied on a seasonal basis, not year round. Most quest will take their camper with them when they leave for the season but there could a few campers left but they would not be occupied. Store expansion is currently not in the plans but would present to the board if they decide to expand.

Ski: requested the occupancy dates be listed on the plans. Also stated that at this time not all the information/plans are enclosed. Dan explained the missing plans pg. 11 – 21 are related to the septic systems and are not complete and will be given to Steve McConarty for approval. A complete set will be provided to the PB for their files.

Motion: by Connie, Seconded by Rick to take the Site Plan Review under advisement until the April 19, 2016 meeting, so the PB could study the plans further.

Discussion: Frank noted all the NHDES plans pending a decision. Frank questioned whether the meeting on the 19th would allot sufficient time for WWSCG to prepare for the next meeting. Connie noted the decision could be extended at the next meeting. Frank agreed as long as it was acceptable to WWSCG.

All in favor by show of hands, motion passed.

Dennis: noted that after the ZBA meeting, he went to the Police Station and got a report on how many calls they received for the WWSCG in one year's time? Police report states 11 calls, with 1 – boating, 1 – assist, all others were medical in nature. Dennis noted if there was a problem at the campground or peninsula it was never logged with the police.

Rick: proposed doing a site visit prior to the next meeting on the 19th.

A brief discussion was had and George F. with SFC Engineering addressed the PB. He stated the owners have no problem with a site review prior to the next meeting. George F. also seek guidance from the PB to resolve some of these issue and concerns the PB may have with the peninsula road, well, and 10 ft. buffer on the unnamed tributary sites.

George: Confirmed the site walk on April 19, 2016 at 6:00 pm, meet at Gate House.

Extensive discussion ensued over traffic flow from Rt. 16 on and off Nichols Rd. Determination was made that Nichols Rd. is considered a town road and is being addressed with this project but Rt. 16 is a state road that is well known for its congestion issues with no definite solution in the foreseeable future.

Joe: mentioned possibly having a police/DOT detail to help on Sunday departures.

Ski: read letters from Kevin & Zachary Mort and Mr. & Mrs. Faytol are abutter's who are in opposition to the project. Mike Haggerty requested a snapshot of the plans, PB granted.

Sophia: inquire about the plans for boat launch, especially adjacent to her beach. Dan: noted there are no plans for the boat launches at this time. Various PB members noted since it is a public boat launch there is no much that can be done about her concerns.

Dennis: gave a speech about wanted to be fair on both sides of the project. Noted the potential of increased business to the local stores. Potential for double revenue from the campground to help lower taxes. Enforced the need to review the whole aspect of how it would benefit the town not just individuals. Hopes WWSCG will receive the permits from NHDES, so the PB would then be able to make an open and honest decision on the project.

Informal Discussion:

- **Malcolm Bohler – Bohler Engineering, PC:** Proposed Dollar General Retail Development. Request for Conceptual Consultation Prior to Sit Plan Review, 20 Route 25 East – Map 86, Lot 26

Austin Turner with Bohler Engineering on behalf of Scotty Development for a proposed Dollar General Retail Store on Rt. 25, East & Rt. 16., vacant lot between Skehan Lumber and R&L Subs. Design is about 80% complete. Building is about 9100 sq. ft. Will file Site Plan Review and Driveway permit concurrently. Driveway access has already been approved by State Highway. Parking spaces will be located in front of building and service about 30 spaces instead of standard zoning requirements of 41. Will be seeking a waiver for the reduction of parking spaces. Hours are generally 8:00 am – 10:00 pm, seven days a week. Septic design is in development. Storm water system will be located in back of building with retention & filtration basin that will meet local and state requirements. Landscaping will be done for visual screening as well as esthetics.

Roy: inquired why the decrease in parking whether not needed or not enough space?

Austin replied: it was not needed and based on studies they have done with other Dollar General stores, 30 spaces is more than enough to accommodate this location. They will be submitting with the DOT the driveway application package and the Board a traffic assessment that meets all DOT standards.

Dennis: asked if similar to the Tamworth location?

Austin replied: yes

Further conversation ensued regarding space for parking, access of RT. 16, municipal decision involvement, right of way access, saturation area, and product line.

Austin requested to return for the April 19, 2016 PB meeting with more detailed drawings and to do a final presentation on May 3, 2016. Ski reminded Austin to proper application processes and the final presentation would have to be after notification of abutters, etc... Austin to contact secretary to for arrangement.

- **Smiles - Mother Earth's Creation:** Map 27 Lot 15 at 2175 Rt. 16, W. Ossipee. Want to add a store front to their house to sell Native American crafts & supplies during POW – WOW's etc... Currently zoned for Roadside Commercial.

Gary (Smiles) Martischinig presented his plan and intent of Native American goods, crafts and teachings.

Bruce: asked what the zoning ordinance is the area and has the property always been a house? Gary believes the area is commercial zoned. Currently, it's a house but was a gas station a long time ago. **Referred to Steve McConarty, Building & Zoning Officer for clarity of zoning determination and application process.**

- **Ivhan Realty Trust; Hitendra Patel, (Old Kokopelli Property) Map 26 Lot 10:** wants to make office space available in back of building, approximately 1500 sq. ft., convert into a residential block for family rental. Needs to add a full functioning bathroom and laundry room.

Roy: Noted driveway to the right of parking is a cemetery and cannot block driveway.

Rick: questioned if property is known as dual use – commercial in the front, residential in the back?

Referred to Steve McConarty, Building & Zoning Officer for Site Plan Review and application process.

Any Other Business Which May Come Before This Meeting

Spring Planning & Zoning Conferenced has been re-scheduled for June 4, 2016. Ski & Rick would like to attend.

Adjournment

Motion: by Roy, seconded by Rick, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 9:25 p.m.

Minutes approved by majority vote of the Board on _____

Ski Kwiatkowski, Chairman