

**Town of Northwood  
Planning Board Meeting  
May 26, 2022**

Topics covered

*Case 21-17 Pelletier Subdivision  
Case 22-3 Coe-Brown Northwood Academy  
Case 22-4 Boy Scout Camp*

Chair Jandebeur called the meeting to order at 6:30 PM

**Present:** Chair Tim Jandebeur, Selectmen's Rep Hal Kreider, Betty Smith, Judi Anthony, Lee Baldwin, and Bob Strobel (alternate)

**Voting Designation:** Chair Tim Jandebeur, Selectmen's Rep Hal Kreider, Betty Smith, Judi Anthony, Lee Baldwin, and Bob Strobel (alternate)

**Town Staff Present:**

**Linda Smith, Land Use Specialist and James Burdin, Town Planner**

**Minutes**

**May 12, 2022**

**Motion is made by Ms. B. Smith, seconded by Ms. Baldwin, to approve the minutes of May 12, 2022.**

**\*Chair Jandebeur notes that the previously approved minutes do not note L Smith returning to table.**

**Continued Case:**

**CASE 21-17:** David Pelletier Construction Inc. Old Turnpike and Ye Olde Canterbury Road Map 215 Lot 21-1. The applicant proposes to subdivide 10.4 acres with 679' of frontage on Old Turnpike Road and 28' of Frontage on Ye Olde Canterbury Road into 4 single family lots. All lots will access Old Turnpike Road.

*Alternate Bob Strobel recused himself.*

**Voting Designation:** Chair Tim Jandebeur, Selectmen's Rep Hal Kreider, Betty Smith, Judi Anthony, and Lee Baldwin

Scott Frankiewicz from NH Land Consultants was present to speak for the applicant. Mr. Frankiewicz stated that the last outstanding issue on this application was the deed language. He stated that they had submitted a draft and received a good review back from Mr. Burdin. Mr. Burdin stated that he noted in his staff report that that he feels that they have addressed all the concerns that were brought up at last meeting. He stated that he would recommend that the deed is sent to legal as a condition of approval.

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Chair Jandebaur opened the public comment and asked if any abutters were present.

**Tony Matras**

He stated that he was looking through the deed language, and he noted that the deed language talks about open space, but it doesn't mention agriculture. He asked if agriculture use is prohibited. Chair Jandebaur stated that it was his understanding of where the board was headed that agriculture would not be prohibited.

**Bob Strobel**

He stated that he felt it would be a good idea to include the overlay zone of soils of statewide importance and prime agriculture soils.

**Waiver Requests**

**Waiver Section 3.03.b.1.** The applicant requests a waiver to permit a shared driveway serving two lots that deviates from the shared lot line (both lots)

**Motion is made by Selectman Kreider, second by Ms. B. Smith to grant the waiver 3.03.b.1. Motion carried 5/0.**

**Waiver to Section 3.01.e** to allow a lot that is less than 100 feet in width to permit the rear portion of each lot to be approximately 75' in width and to permit a legacy portion of lot 1A which is approximately 28' wide.

**Motion is made by Selectman Kreider, second by Ms. B. Smith, Betty to grant the waiver 3.01.e Motion carried 5/0.**

Mr. Burdin read the recommended conditions of approval:

Prior to the signing of plans:

1. Make the following changes to the plans:
  - a. Identify all approved waivers and their date of approval by the Board
  - b. Identify the approved ZBA relief and the date of approval by the ZBA
2. Provide certification of monument installation as required by Section 3.06
3. The applicant will acquire and provide a copy of all federal, state, and local permits necessary for the proposed lots to be developable, including but not limited to state subdivision approval and a state wetlands permit.
4. Completion of a Construction Observation Agreement to the satisfaction of the Town engineer, including provision of any additional information required by the Town engineer for their consideration, with costs for review and observations to be borne by the applicant.
5. Make any further revisions to the warrantee deeds necessary to ensure that the purposes contained therein are enforceable and achieve the purposes stated by the applicant, subject to approval by Town legal counsel. The cost of any such review is to be borne by the applicant.
6. Deliver three signed and stamped copies of the plan and one signed and stamped mylar to the Town for signature. Prior to the issuance of a building permit:

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7. The plans shall be signed by the Chair indicating final approval of the Board
8. Record the plat and all proposed warranty deeds with the Rockingham County Registry of Deeds within 1 year of this decision.
9. The applicant will acquire and provide copies of all federal, state, and local permits necessary for construction including, but not limited to Town of Northwood driveway permits and a stateapproved septic design for each lot prior to issuance of a building permit for that lot. Conditions Subsequent
10. The applicant and their successors shall apply best management practices for disposal of invasive species during all phases of construction and site work.
11. Site access to lots 21-1, 21-1A, 21-1B, and 21-1C shall be via the shared driveway easements depicted on the subdivision plat.

**Motion is made by Ms. B. Smith, second by Ms. Baldwin, to approve Case 21-17 with the conditions stated. Vote: 5/0.**

**New Cases:**

**Case 22-3:** Coe Brown Northwood Academy, Map 217 Lot 1. Minor Site Plan Review. Applicant is proposing an addition of an enclosed stair tower/elevator and unenclosed egress stair to Wiggin Hall.

*Mr. Strobel returns and is added back to the voting designation.*

**Voting Designation:** Chair Tim Jandebaur, Selectmen's Rep Hal Kreider, Betty Smith, Judi Anthony, Lee Baldwin, and Bob Strobel (alternate)

**Motion by Ms. B Smith, second by Mr. Strobel to accept the application as complete. Motion carried 6/0.**

**Motion by Ms. B. Smith, second by Selectman Kreider that there is no regional impact 6/0.**

Carl Olsen and Matt Angell were present to discuss this application.

Mr. Olsen explained the past construction for Wiggin Hall, previous approvals and current proposal to add stair tower and elevator. Discussion is held on zoning board decision and the fire chief's concern about a sprinkler system.

Mr. Olsen stated that there will be four classrooms on the second floor. There is a second outside emergency egress. Additional details are discussed regarding why they did not put in the sprinkler system and the construction that was completed to address fire safety standards. Specifically, the main concern was the lack of space for the cistern needed for the sprinklers.

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Mr. Strobel stated that the board had previously recommended that Coe-Brown submit a projected future overall site plan for the campus.

**Waiver Request:**

**VIIB5(b) Waiver for showing entire parcel on site plan.**

**Motion by Ms. B. Smith, second by Selectman Kreider, to approve the waiver request. Motion carried 6/0.**

Chair Jandebaur stated that he would like to wait to hear back from the Fire Chief regarding his concerns before they give approval.

Questions for the Fire Chief:

- Why wasn't a sprinkler system required when the first built this building?
- Is the Chief aware of the conditions it was built under when he made that recommendation, and is he wasn't, but now knows, is he still comfortable with that recommendation?
- Is it the code dictating his recommendation?

**Motion by Ms. B. Smith, second by Ms. Baldwin, to continue Case 22-3 until June 9, 2022, Motion carried 6/0.**

**Case 22-4:** Boy Scouts of America/Dan Farrell 292 Blakes Hill Road Map 224 Lot 9. Minimal Impact Review. Applicant is proposing to replace seven tent platforms with cabins.

Mr. Burdin stated that the agenda and application materials appear to have the following discrepancies regarding the scope of this request: The agenda refers to this application as replacing seven tent platforms with cabins. While seven cabins are proposed, the existing conditions sheets appear to depict 25-30 tent platforms at each campground. If the same description appeared on the notice, the Board should discuss whether the difference is sufficient to call into question the adequacy of the notice. Further, the minimal impact application submitted by the applicant indicates replacement of 27 tent platforms, but depicts a total of 55 existing tent platforms, none of which appear in the proposed conditions. Mr. Burdin suggest that they clarify these discrepancies before they accept the application as complete.

Selectman Kreider stated that he would like staff confirmation that they have a plan with the existing conditions and have them verify that the existing conditions match what was previously approved.

Brian Labeyo, CEO for Lantern Light Camps. The Boy Scouts of America are in bankruptcy. His organization was formed as a 501c. They currently hold a 5-year lease on the property. They will be operating the camp, and this is one of the tenant improvements that they are authorized to make by the Boy Scouts of America. There

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are no existing structure where these tent platforms are. The platforms were never needed to have code. They are essentially pallets made of wood that you would put a tent up on. In 2018, they were in from of the board, and it was at that time that they informed the board that they were going away from tents. They would get moved around all the time, that's why they don't show up on the site plan. In 2018, they came before the board because they were proposing to build the Shenowanda Village. They showed where the various campsites were located along with the existing latrines. There are no permanent structures. At this point, they have already thrown away most of the platforms because they have no intention of ever using them again, along with the green canvas tents. The capacity of the overall camp during the summer months is 325 campers per week, their business plan calls for 225 to 250 max over a five to six week period. This summer, they plan on a total in camp from July 7 to August 9, approximately 125 campers per week. They are building cabins that are 4 seasons that are used by people on the weekends. Their business model is one that it is open to the public with direct camping services. They also partner with other youth serving organizations. They hope to acquire the property fully within the next few years.

Selectman Kreider stated that he would like the current conditions, meaning the intensity verified.

Mr. Burdin stated that he is no longer concerned about the agenda issue. However, he would like to clarify exactly the number that is being removed, but he doesn't feel like it needs to be done before the application is accepted. The other issue is the waiver request to do this application as a minimal impact standard instead of a minor site plan standard. The site plan that was provided is great for a minimal impact, but not good for a minor site plan. If the board feels comfortable granting the waiver, he will have no problems with the board finding this application complete. If they are undecided, he would suggest discussing or acting on the waiver prior to finding the application complete.

Mr. Strobel stated that in either case, one thing that would be appreciated is to shade in the areas of the camp and name them on the site plan, so they have a better idea of where things are.

Ms. L. Smith stated that in 2018, the BSA application came in with a plan for several tent platforms to be converted to cabins. To her knowledge, that is the first time that the camp has come in before the Planning Board. The camp has operated all these years as a boy scout camp. They have not come in for building permits, site plans or anything like that. Like Camp Yavneh, when they started coming in for site plan, they had to rely on numbers that were provided by the property owners. That became a baseline from which others were compared to. There is no baseline for Camp WahTuca. When they came in the last time, there was discussion at that point about doing a master plan for the camp, they were given a plan that shows all of the different sections, but that's all they have, they don't have any numbers of campers recorded. At the time, a member of the community was work on this and had every intention of going back and continuing to work with the camp to develop those numbers,

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unfortunately, he died in a vehicle accident and then Covid hit and that brings us here. The board has the numbers that this applicant has, based on what they know for the number of campers.

Discussion continued about the differences between a minimal impact and a minor site plan, as well as the issue of total capacity.

**Selectman Kreider made a motion, seconded by Ms. B. Smith, to find this application complete. Motion carried 6/0.**

Mr. Burdin stated that he would suggest that the board also vote on the waiver and regional impact.

**Mr. Strobel made a motion, seconded by Selectman Kreider, to find that this application has no regional impact. Motion carried 6/0.**

Waiver request:

A waiver to Section IV.C. Minimal Impact Application to allow the minimal impact application to apply to a proposed site plan that meets all 14 criteria, but which proposes changes to structures on the exterior of the site.

**Selectman Kreider made a motion, seconded by Ms. B. Smith, to approve the waiver to Section IV.C. Motion carried 6/0.**

Site walk scheduled for Tuesday, May 31 at 5:30 pm

**Ms. L. Baldwin made a motion, seconded by Selectman Kreider, to continue Case 22-4 until June 9, 2022. Motion carried 6/0.**

**INTERNAL BUSINESS**

Mr. Burdin read the second reading of the proposed procedure changes.

The Board discussed a regional study of the Route 4 corridor.

Ms. L. Smith stated that they received an application for an appointment to the Planning Board from David Copeland. She stated that the Board can vote tonight to make him an alternate.

**Ms. B. Smith made a motion, seconded by Selectman Kreider to appoint Dave Copeland as an alternate to the Planning Board for a term of 3 years. Motion carried 6/0.**

*Motion to adjourn is accepted at 9:50 PM*

***Respectfully Submitted,***

*Susan M Austin*

***Susan Austin, Land Use Assistant***

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