



To: Baldwin Planning Board
From: Lee Jay Feldman, Director of Planning
Date: 2/7/2019
Re: Nature's Wildemess Campground Project

I. Proposal

As you know the applicant is proposing a 190 site campground with a series of site facilities for Tenting, RVing, and Glamping and cabins on 300+ Acres of land off the Brown Road. It seems from the aerial photos that I have seen, the applicant has started to establish a Campground on the property with no approvals from the town. If this is the case, I would trust the applicant will not operate the current facility until all approvals have been put in place as required in the **(R)** district and Resource Protection **(RP)** which are Conditional Uses in those zones. In order to get everyone on the same page I would trust this to be a good faith effort as part of this process. As part of this matter, it should be understood that if no approvals have been previously granted to run a campground, the existence of what is currently on the site has not been legally permitted under the current zoning ordinance.

The following is a list of those items that have not been addressed that should be in order for the board to have a greater understanding of this project.

- 1. Since this site will have varied type of camping opportunities it would make sense for the planning board to request a conceptual design of each type of site to see where parking will be and where water/sewer and electric will be provided to hook into the units that will require this.**
- 2. The applicant mentions in the submitted narrative (Campground Rules g.) that there will be Equestrian opportunities in the Campground. Are there stalls and turnout areas for the horses? How and where will manure be stored until it is trucked away? If this use is not going to occur than the rules should be updated to reflect this.**

3. **The application also mentions Archery as an activity, where will the archery facility be located in relation to camp sites? Will it be supervised at all times?**
4. **Trash receptacle standard suggest you should have on within 500 feet of all camp sites. The same standard holds true for Privy and toilet facilities. Realizing that some of the sites are for self-contained units those sites would not apply but all other tenting sites do apply to this standard. The applicant should provide a plan showing that both of these types of facilities meet that standard.**
5. **The applicant has indicated there would be Glamping sites how do these work regarding the issues relevant to #4 above? Maybe further definition of Glamping can address this issue.**
6. **The site will have cabins which are indicated to have two bedrooms. In my mind that would suggest that 2 couples could rent these units not all of the units will be family members traveling in one vehicle. Is there parking for 2 vehicles on these sites? And have those extra vehicles been added in to the trip analysis?**
7. **The applicant is proposing to reconstruct Marston Road and finish it with a compacted aggregate base coat. My concern is that even with this material as a finish, during dry summer spells it will get dusty and there are several homes along that road. The applicant may want to develop a plan for the board that assures it will be moistened during these dry periods to control the dust, or propose some type of paving or liquefied asphalt finish to the road.**
8. **The Plan to me is somewhat unclear in that it has two parallel heavy lines, I assume one signifies the 75' setback from the resource as noted on the plan. The second line is not noted anywhere, my assumption is that it is the 100' setback but it is not noted anywhere on the plan set. I might suggest just eliminating that line in order to clean the plan up.**
9. **Sheet C-1.2 shows 2 proposed wells within 200' of each other. Is this by design or does the plan need to be corrected?**
10. **Sheets C.2.0-2.2 show a series of Restoration areas on the plans. I have found no documentation as to what the restoration is about or what exactly is being done for restoration. If trees are being replanted than the plan should include detail on how plantings will be accomplished. There is also no plan or narrative to indicate the timing of this restoration. It seems to me that a third party inspector may be required to oversee this restoration plan and any additional construction needed on the site.**

- 11. Has the Fire Chief reviewed these plans reviewed the plans or been on-site yet to comment on camp roads for width and tree heights in order to get adequate equipment on to the site during emergency situations?**
- 12. The front page of the plan set needs to be corrected to reflect the town of Baldwin not the Town of Windham.**
- 13. In general, I believe that there a number of things that need to be cleaned up on the plans and would be happy to discuss them with the applicants engineers so that the planning board does not get bogged down on this issue.**

Other issues such as Storm Water and Traffic (Off site) are better handled by the Maine DEP and DOT

Additional questions may be raised by myself during the process as I hear what the engineers have to say during the deliberations.

II. Process

I do not have previous history with this project so as I review the application I am considering this a new application before the board that shall follow the process for Conditional Use and Site Plan reviews as found in Article 4 section 4.3 of the zoning ordinance.

Based on this statement, the application must be reviewed to see if it is "Complete" a complete application means that the information as required in Article 8 section 8.2 of the Conditional Use section must be submitted. Section 8.2.4 is somewhat open ended in the information that needs to be submitted by the applicant in order for the application can be found complete. I have some additional items relevant to the application that the Planning Board may want to ask the applicant for in order for the board and myself to review this application. A list of those are found below in questions that I am asking of the applicant by way of this memo.

Once that information has been submitted, the application could be found complete. All parties should understand that finding an application complete does not me approvals are automatic, in fact finding the application complete only allows the planning board to set a date for a public hearing, the information submitted is still up for debate and changes as requested by the board but at least the information will have been submitted for consideration.

I would suggest that for the purpose of submittal and following proper procedure, this application should also be reviewed as a Site Plan under the standards found in 11.1.B. It may not change how or what is reviewed but it is more to make sure proper policy has been followed.

The applicant should provide a calculation for the board as described in Article 11 section 11.1.B as to whether or not they will remove and or grade more than 2 acres within a five-year period. This should also include within the time from any of the material which has been moved to establish the entrance to the facility and any other disturbed areas.

This information will help determine as an exercise if in fact site plan review is required as part of the review.

As noted above the board should ask for any additional pieces of information it feels it needs to deliberate on this application. Once the information has been submitted the board should:

1. Find the application complete set a date for the Public Hearing
2. Set a date for a site walk if one has not occurred yet. As part of the site walk, the applicant should be prepared to stake out corners of buildings and other features that the board may wish to see and understand scale and size.
3. Hold the Public Hearing and obtain information from the public. Close the public hearing and begin deliberation between the board and the applicant based on the board's questions about the application and any issues raised by the public. Based on this information I can form a basis for approval or denial with conditions.
4. Postpone any decisions on the application until both the Maine DEP and Maine DOT have issued there permits so that we can make sure that any local conditions coincide with those of the state permits when issued.