



**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.**

After review, the applicant has decided that horses will not be allowed.

- 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?**

Archery will be a daily, scheduled activity. It will be a supervised activity and will be located away from camp sites with proper back stop. The actual location will be determined after the site is open for business.

- 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.**

Dumpster enclosures have been added at the club house & every parking area for the tent sites. Trash cans will be outside of each cabin & at every bath house.

- 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.**

The “glamping” area will include cabins.

- 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?**

They have not specifically added to the traffic analysis per se, but 2 bedroom cabins are a regular part of many camp grounds and that is presumably included within the trip generation figures. Additionally, there are only 5, two-bedroom cabins. The 5 large cabins will be near the club house and therefore will have ample room for more than one car within a short distance from the cabins.

- 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.

The applicant purchased a fire truck. It will be retrofitted to allow for road watering. That will be a daily/as needed task. The applicant has had significant dialogue with all Marston Road abutters and will maintain close communication once the park is open.

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.

The 75' setback line has been removed.

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?

The well shown near the large cabin sites is existing but will not be used for drinking water. It will be utilized for irrigation and other maintenance uses, not related to drinking water.

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.

MDEP has requested the restoration plan and will be overseeing the effort.

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?

The Fire Chief has not yet been on site. The applicant has reached out to the Chief to set up a time.

- 12. The front page of the plan set needs to be corrected to reflect the town of Baldwin not the Town of Windham.**

The Town of Baldwin address has been corrected.

- 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.**

**Comment acknowledged**

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 mean 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.**

**The project will result in greater than 2 acres of grading within a 5 year period.**

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.