

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on MAY 16, 2017

minutes approved on 6/6/2017

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, May 16, 2017 at 7:00 p.m.

MEMBERS PRESENT: Tom Young (Chairman), Matt Shoemaker (Vice-Chairman), Kimberly Queenan, Mike Croteau, Joe Blanchette, (alternate), Steve Perry (Selectmen's Rep.),

MEMBERS ABSENT: Dave Samuel, Tyler Perrin

ALSO PRESENT: Jen Czysz (Assistant Director NRPC)

CALL TO ORDER

Mr. Young called the meeting to order at 7:00 p.m. and led the Board in the Pledge of Allegiance.

Roll call of members. Joe Blanchette appointed as voting member.

Public Input: No Public input on non-agenda items.

Erickson Construction

Continue hearing from May 2 for a site application by Erickson Construction at 478 Charles Bancroft Hwy tax map 20 lot 21, map 22 lot 96, map 21 lot 1. Site plan review for 15,000 sq. ft. building.

Chairman Young requested that Vice-Chair Matt Shoemaker run the hearing. Matt opened the hearing and explained the process.

Brian Pratt, CLD Engineers, outlined changes made since the last meeting

- Site Plan (C1A & C1B)
 - added the hatching for the 17 spaces along the west, and the last 4 spaces for the two rows along the front of the building. This leaves 30 spaces being constructed up front, with the rest able to be constructed in the future if needed
 - added green snow pro notes (note 6, sheet C1B)
 - adjusted the impact fee note (note 5, sheet C1B) and added that the reduction was approved
- Cover
 - changed the waivers on the cover

- added the shoreland permit approval date
- Landscaping plan
 - added shrubs along top of infiltration pond
 - added shrubs along building
 - added note to construct the trees in phase 2 during the phase 1 construction
- Other items
 - NHDOT - Drive Permit They didn't see any issues, they are just backlogged. They expected to get to it within the next week or two
 - Fire – they provided an approval letter which I forwarded
 - Easement – Andy emailed a copy of the draft deed
 - Eversource – we're still working on them (to come overland as previously discussed)
 - NHDES Shoreland – obtained
 - NHDES Wetlands – should be approved soon
 - NHDES AOT – comments expected next week
 - NHDES Septic – will be filed upon completion of all other permits.

Jen noted all new items were posted to the google site, staff updates include

- Deed submitted, sent to counsel for review, report is that there were no concerns, but have not seen that response, recommend making this a condition of approval to be safe
- The applicant is still waiting to hear from Eversource on the required approach to connecting power to the site. Recommend utilities be included on plans as a condition of approval.
- Noted, L Caron confirmed by email he has no further engineering comments (email posted for reference)
- Fire chief sign off email is also posted to google site for the board's reference
- NH DES had several comments and requests for more information on the Alteration of Terrain permit application. While most comments did not appear to impact the plans before the board, there were several note revisions that DES required that would need to be made. Recommended that compliance with the request for more information letter be included as a condition of approval.

Brian reviewed the comments from the NH DES AOT request for more information letter in more detail.

Michael Croteau made a MOTION , second by Kim Queenan, to approve the site plan with the following conditions:

1. Plan copies with professional seals & signatures
2. Original Mylar with professional seals & signatures
3. Electronic submission per regulations (As-builts as required)
4. All fees paid, and escrow maintained as required
5. NPDES NOI (condition subsequent, not required for plan signing but will be required at time of construction)
6. State Permits:
 - NH DOT Curb-cut
 - NH DES Sub Surface/Septic Permit– including submission of letter from the neighboring property owner acknowledging and consenting to wetlands impacts near the property line as requested by NH DES

- NH DES Wetlands – Dredge and Fill
 - Alteration of Terrain – including revisions to plan set in response to NH DES' request for more information dated 5/16/17
 - Shoreland Protection (permit granted)
7. Update cover sheet to add state permit numbers when granted
 8. Add utility lines to the plans once approved by Eversource
 9. Update plan revision dates to reflect most recent round(s) of revisions
 10. All easements and legal documents are approved by counsel

Motion Passed 5-0-1, Joe abstained

Release Escrow Account for 55/57 Talent Road

Jen noted the accounting statement is included in the boards packet. Generally in the past the motion to release does not include the exact amount as it will vary to account for accrued interest.

Steve motion to release escrow amount's full value to approximately \$469, Matt second, 6-0-0

Community Design (Master Plan)

Jen noted that David's work to compile the board's brainstormed potential topics to be addressed in the community design chapter is posted to the google site. Board discussed next steps. Jen will create an online survey for board members to pick their top 10 topics to be addressed in the chapter. This will be done in time for the results to be reviewed at the board's next meeting.

Approve May 2, 2017 minutes

Matt MOTIONED, Steve second, to approve minutes. Motion passed 5-0-1

Other Business

Steve, asked about when the conceptual conversation about development on Charles Bancroft Hwy. will occur, June?

Matt, Joe motion to adjourn 6-0-0. Meeting adjourned at 8:15 p.m.

Transcribed from notes by Jen C.