

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on November 7, 2017**

minutes approved on 11/21/2017

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

**MEMBERS PRESENT:** Mike Croteau - Vice Chairman, Joe Blanchette, Tyler Perrin, Steve Perry (Selectmen's Rep.), Kimberly Queenan - Clerk, Dave Samuel via remote phone,

**MEMBERS ABSENT:**

**ALSO PRESENT:** Joan McKibben (P.B. Admin. Assistant), Jen Czysz (Assistant Director NRPC)

**CALL TO ORDER**

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

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

Vice-Chairman Croteau commemorates Chairman Tom Young who passed away on 10/21/17 and calls for a moment of silence.

- 1. Sign application for Calawa Circle multi-family off Page Rd.  
No one is present to submit the application for the sign.**

- 2. Roy and Dale Arria, 40 Louise Dr. Map 5 Lot 86 and Parkland Estate Cooperative, Inc. , 31 Page Road Map 5 Lot 75, requesting a lot line adjustment to transfer 1,920 square feet from lot 86 to lot 75.**

Peter Weeks from T.F. Bernier, Inc. is representing the applicants.

On September 13 two variances were granted by the Litchfield Zoning Board of Adjustment case #2017-03 for lot size and setback. They are note 6 on the lot line

adjustment plan (LLA). The purpose of the LLA is to transfer 1,920 westerly by 10' so the mobile homes are no longer encroaching on the Arrias lot.

There is no regional impact from this application.

A detailed survey has been done. The shed and canvas car port are to be moved off the Arrias lots.

Joan states (in response to vice-chairman question) abutters have been notified and fees paid.

Dave S. made a MOTION to accept the application, Steve P. seconds the motion.

Roll call vote 6-0-0 motion passed.

Dave S.: How long has the lot line been an issue, just curious about the motivation?

Kathy Whalen: ,Treasurer for Parkland Estate Cooperative Inc. Since 1964, the bank is requesting it be corrected.

There is no public comment.

Steve P. makes a MOTION to approve the waivers for subdivision regulations 520 e abutting property info., 530 d,e, and g subdivision info. for wetlands area, topography, and soil types. Joe B. seconds the motion. Roll call vote motion passed 6-0-0.

Steve P. makes a MOTION to reduce the escrow amount from \$5,000 to \$500. Joe B. seconds the motion. Roll call vote 6-0-0 motion passed.

The waivers will be noted on the plan.

Joe B. makes a MOTION to conditionally approve the LLA plan, with the following conditions:

- Plan copies with professional seals and signatures
- Original mylar with professional seal and signatures
- Electronic submission per regulations section 850.10.5
- All fees paid and escrow maintained as required
- Add all approved waivers to plan note.

Tyler P. seconds the motion. Roll call vote 6-0-0 motion passes plan is conditionally approved.

**3. Theroux Properties, LLC a site plan application at 16 Colby Road Tax Map 20 Lot 29 to construct an 8,000 square foot single story warehouse to store low hazard building materials.**

Tobin Farwell from Farwell Engineering Services, LLC representing Rene Theroux (present) of Theroux Properties, LLC.

Mr. Farwell explains the site, there is an existing smaller warehouse on the site for Optimum Building Systems. This warehouse will function as the first one does. The existing residence and septic on the site will be removed. There will be no access to Colby Rd. they will access from the adjacent site which they own. We have been before the Zoning Board and obtained variances (case #2017-02) for front and side/rear setbacks, and warehouse use in the northern commercial district.

All information for acceptance has been submitted, abutters notified and fees paid.

Joe B. makes a MOTION to accept the site plan application. Tyler P. seconds the motion. Roll call vote 6-0-0 motion passes. There is no regional impact.

Mr. Farwell continues: the first warehouse was built in 2014 it is vinyl sided with a metal roof, single story there is no water or sewer that will be the same with the new warehouse (siding and roof material the same).

We are extending the swail to intercept storm water, Colby Brook is to the east. We have a 14' wide gravel access around the building that is working well. We have an area for snow storage. One of the conditions of the variance is no access to Colby Rd. The Fire Chief requested a 20' access drive and 20' separation between the two warehouses. We are proposing a one hour fire wall on each building, we would do not want to go over the impervious total area which a 20' drive might do.

They will be in contact with the Fire Dept. to go over the issues.

L.C. Engineering letter of 11/1/17 was reviewed. Stormwater calculations will be added. All the stormwater must be handled on site because this section of town falls in the urban area of the MS-4 permitting.

Jen: you want to make sure stormwater system is adequate, the calculations will confirm the stormwater will be handled.

Landscaping and screening, in the site plan regulations 50' or longer facade needs to break down building massing.

Lot 29 is dependent on lot 27 lot 29 is no longer viable as an independent lot. Applicant is waiting for a response from the Lower Merrimack River Local Advisory Committee (LMRLAC).

There are two fire hydrants within 500' (for pressure reduction).

There was no public present, no public comment.

The Vice-Chairman brought up the need for a possible site walk. Nothing was scheduled.

Vice-Chair asks if they have been to the Conservation Comm.

Tobin: No we are not encroaching on setbacks to Colby Brook.

Outstanding Issues:

- Stormwater calcs. submitted
- Landscape plan
- Applicant/engineer to meet with the Fire Chief or his representative
- Facade plan toward Colby Rd
- Snow storage location
- Roof line and orientation
- A narrative description of ongoing stormwater management recorded on the deed per regulation 155.9.1 (this can be added to the waivers if requested).

Steve P. makes a MOTION to continue the case to Dec. 5 Dave S.

Seconds the motion.

Steve P. AMENDS THE MOTION to continue the case of December 19, Tyler P.

seconds the motion

Roll call on the amendment, motion passes 6-0-0.

Roll call vote on the amended motion 5-0-1 motion passes case will be heard Dec. 19.

#### **4. Demolition Ordinance Review**

Kim Q. went over the flowchart for the proposed ordinance. See attached. Changes since last revision are in red.

Joe B. makes a MOTION to send the demolition ordinance to public hearing on December 5. Tyler P. seconds the motion. Motion passes 6-0-0 by roll call vote.

**Approval of 10/17/2017 minutes**

Joe B. makes a MOTION to accept the 10/17/17 minutes as amended. Tyler P. seconds the motion. 5-0-1 roll call vote motion passes.

Steve P.: this board needs to appoint new chairman.

Mike C.: That is the plan for the next meeting.

The town web page needs to be corrected for membership Steve will send a message to Troy.

Joe B. makes a MOTION to adjourn Kim Q. seconds the motion.

Roll call vote passes 6-0-0.

Meeting adjourned at 9:34 p.m.

Minutes respectfully submitted by

J. McKibben