

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on NOVEMBER 20, 2018**

minutes approved on 12/18/18  
Amended and approved 2/5/2019

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, November 20, 2018 at 7:00 p.m.

**MEMBERS PRESENT:** Mike Croteau - Chairman, Kimberly Queenan - Vice-Chairman  
Dennis Page, Kate Stevens - Alternate, Tony Turecki - Alternate, Steven Webber -  
Selectmen's Rep.

**MEMBERS ABSENT:** Tyler Perrin

**ALSO PRESENT:** Joan McKibben (P.B. Admin. Assistant), Jay Minkarah (Executive  
Director Nashua Regional Planning Commission - 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. Kate Stevens appointed as a voting member for this meeting.

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

**AGENDA ITEMS:**

1. Lauren Sampson 12 Garden Dr. Home Occupation, cake decorating.
2. Mel's Funway Park, lot line adjustment, site plan, and site plan amendments.

**Home Occupation 12 Garden Dr.**

Lauren Sampson was present to present her home occupation cake decorating business. She will be the only employee, hours will be weekdays only. Most of the business will be by delivery some special order pick ups, not a retail bakery, made to order cakes, etc. Using her own kitchen no special equipment. She has properly installed smoke alarms. She is using 382 sq. feet for the business. Lauren showed outside lighting on her submission.

A MOTION by Kim Q. seconded by Steven W. to accept the application for compliance.

Motion carries 5-0-0. Chair calls for public input, there is none.

A MOTION to approve the home occupation at 12 Garden Dr. for Lauren Sampson was made by Steven W. and seconded by Dennis P. Motion carries 5-0-0.

**Mel's Funway Park** an application by Wayne Caulfield, Michael Accomando and Joan M. Durocher, 448, 450, 454, and 460 Charles Bancroft Hwy.

An application for a **lot line adjustment** between lots 7 and 17 on Tax Map 20, then a consolidation of lot 17 with lots 15, 19, & 21-1.

A non-residential site plan to depict the **removal of the existing driving range and layout of a proposed bumper boat pool, and several kiddie attractions.**

Further amend the site plan approved June 6, 2017 to **allow permanent enclosures of the three pavilions** and amend the site plan approved February 17, 2015 to **allow a permanent fence** to screen a portion of the hayride pathway.

Present for the application: Andy Prolman, Esq.; Wayne Caulfield, Michael Accomando, site owners; Brent Cole, P.E. Keach-Nordstrom Associates, Inc.; Kim Hazarvartian, traffic engineer.

Andy Prolman explained the application in three parts mentioned above.

The lot line consolidation is to create one lot under one ownership with the exception of the Drocher house lot. Creating one lot helps with financing and overall management of the parcels. Easements will be prepared for well radius.

A **MOTION** was made by Kim Q, seconded by Steven W. to accept the above application for Mel's Funway Park. There was no discussion on the motion.

Motion passes 5-0-0 to accept the application.

Page 9 of the 11/6/18 plan set: Added a stone dust path between the parking lot and Rte. 3A for the length of the attractions with added cross walks across vehicle entrance. Fence added around the new bumper boat and kiddie attractions. Walk ways are ADA compliant. Bumper boat winter storage labeled. No new lighting is proposed. Landscaping plan added page 13 of plan set. White pines have been added to north west side of kiddie attractions for screening between new attractions and haunts.

Kim Hazarvartian explained the traffic study relating to the new attractions.

Kim H. explained there are 74 trips added with the new attractions. Under 100 vehicle trips at peak hours there will be no significant impact. The trip generation information is Monday - Friday from the 10th edition manual.

Only the traffic for the new features was studied. The traffic study did not encompass spooky world.

Andy Prolman submitted a narrative dated 11/15/18 to answer Jay M. 10/23/18 letter. There are two letters from the Litchfield Police Dept. stating they are satisfied with the way the traffic is handled.

On 10/4/18 the applicant met with the Conservation Commission. The Commission does not want to see the overflow parking in the corn field paved or disrupt the ability for it to be turned into active agriculture in the spring.

There was a site walk of the corn field parking (lot 17) on 11/3/18 by the Planning Board.

Lot 17 will be used for spooky world parking only.

The house at 1 Colby Rd. will no longer be used for parking by the actors.

Spooky World has been operation for the last 11 years. On the best day with good weather they will have a high of 600 patrons over 11 hours, normal attendance would be closer to 355.

They have 10 ticket windows at Spooky World it takes about 1 1/2 - 2 hours to go through the haunts.

Dennis Page questioned special events at Mel's. It was explained the Chaos and Kindness event was a one time event and there was a police detail present.

Jay M.: Overall the plan and narratives are an improvement.

- There has been enhancement overall, somethings still need to be added.
- Improved screening has been added on the site.
- Fencing, gates and circulation has been added.
- Enclosing the pavillions is an enhancement, certainly better than the black plastic.
- Addressing public safety is notable, having safety personnel there is a plus.
- I spent a fair amount of time looking at the parking and circulation, there are multiple activities on the site that is why we have outdoor recreation standards for parking..It is understood that we have multiple uses on site at one time. I would not agree that we need to take each component and break it down for parking.
- We have no reason to believe that the representation of attendance is not accurate. Looking at the highest possible attendance more than adequate parking is provided.
- Some overall details should be added to the plans.
- Permanent display areas should be noted on the plan.
- Outdoor seating, may be seasonal, should be shown as well.

Waivers for Lot Consolidation:

**415.00** Irregular shaped subdivision Lot due to subdividing the house lot off a larger parcel of lot 7 and then giving the house lot frontage on 3A. The driveway remains the same.

**530.00 e** Existing and proposed topography for the entire parcel. Parcel waiver request Topography has been done where we have done improvements in the bumper boat and kiddie park area. Site is flat except where it drops down to the Merrimack River.

**530.00 g** site specific soil mapping. We did provide USDA soil survey maps. There is no alteration of terrain permit needed, there is a new septic which we will have a permit for that.

Waivers for Site Plan

**1507.u** The location, dimensions, number of floors, total area and first floor elevation of all existing and proposed buildings. No new buildings added to the site.

**150.7 m** Soil types, location of soil boundaries.....same reasoning as above.

**120.1.1** Partial Traffic Impact Study Waiver Reason: A professional traffic engineer from TEPP, LLC has submitted his traffic assessment memorandum dated 8/15/18. Due to the nature and timing of the traffic turning movements created by Mel's Funway Park, a complete traffic impact study is not possible or reasonable. TEPP's traffic assessment memorandum meets the spirit and intent of the regulation. A complete traffic impact study would not be helpful for the Board and is an unnecessary hardship upon the applicant.

**120.14** Off-Street Parking Waiver - The purpose of this waiver request is to address any further parking requirements of 120.14, particularly as to Spooky World parking. Parking for Spooky World is primarily on the "Durocher" lot (Map 20 Lot 7) ....

Chairman calls for abutter comments:

Nick Rutherford 5 Colby Road. He stated during the Spooky World event cars are parking on both sides of Colby Rd. He has also had people park in his driveway and around barriers that have been put up. The police are not monitoring Colby Rd., he did call police when people were in his driveway and they responded. Trash is also a problem in the Colby Rd. area. He feels it is the workers and some patrons because it is the same vehicles every weekend.

Attorney Morgan Hollis representing three parties and Rick Charbonneau (represented by Attorney Hollis).

Attorney Hollis debates the parking situations. Spooky World states they have 18 acres not how many cars they can park. It seems if they are ok with the police dept. then they do not have to do anything else.

The CarCon lot (Map 20 Lot 18) where people park we don't see on the plan, is there lighting? They didn't look at existing traffic impact, your regs. clearly say there should be an impact study. Map 20 Lot 17 (Durocher lot) they are not showing how many cars can park there.

Attorney Hollis: The plan has come a long way but should show all the haunted hayride, all the buildings. They need to explain to the Board what is out there. Show lighting, even if it is temporary lighting.  
Need a buffer between lot 17 and the residential uses.  
Need detail on months of operation.

Attorney Hollis continues: There are no bathrooms shown on the plan for the new Kiddie Park.

The only traffic assessment was M - F there is more activity on Saturday.

Rick Charbonneau: I have never seen a project get approved without detail! The Board should get an as-built of everything out there, so that anyone can go out there with the plan and say this is what is permitted and this is what is built.

A sidewalk along 3A is needed. Should have a better rendering of the buildings. I care about the town and want it to look respectable. They should show items on the site plan and do it right.

Attorney Andy Prolman responds: Continental Paving/Rick Charbonneau have built many subdivisions and site plans in town and done a top notch job. The difference is permanent vs. temporary structures. Years ago Wayne and Mike set down with Roland Bergeron (then building inspector/code enforcement) and went over plans for a couple of fall weekends that has been the basis of the operations. Anytime Mel's (Funway) has grown we have come before you with site plans. Roland and Kevin Lynch (former building/code inspector) had said work with the police and fire dept.

We can get better rendering for bumper boat area. We use half to two thirds of lot 17 for parking during Spooky World.

We will make a commitment to get no parking signs on Colby Rd.

Spooky World has been working well for 11 years independent of the neighbor who is independently parking cars in his yard.

Rick Charbonneau strongly suggests the Board go on a site walk of the temporary haunts.

Morgan Hollis: Structures at the hayride are not temporary anything not removed needs to be shown on the plan.

What is the maximum capacity of the site?

They aren't showing CarCon parking. He questions the 74 vehicle trips from the new attractions.

Wayne and Mike (owners of Mel's) feel Spooky World has worked well over the years, they have given up 80 patrons by removing the driving range. They agree they will no longer allow parking on Colby Rd.

"We take pride in our business and want to make Mel's s destination" Mel's has been around for 26 years.

Jay M.: The plan should show: limits of temporary parking estimate the capacity, show temporary lighting, note no parking on Colby Rd with signage, permanent structures should be shown on the plan, note hours of operation on the plan for the different uses. Also show the CarCon lot (map 20 lot 18) capacity for parking. Approximate locations for hay ride haunts, show everything that is not taken down on hay ride site.

The Board wants to see detail on the plan for the barn board being used to enclose the pavillions.

Tony T. (board member): How do you decide where they park? Mel's lot first, CarCon lot, then the corn field lot. \$5.00 charge to park.

#### Lot Line Waivers

Kim Q. makes a **MOTION** to approve the three waivers 415.00; 530 e; and 530 g (previously described) for the lot consolidation. Seconded by Dennis P. Motion carries 5-0-0.

#### Site Plan Waivers

Steve W. made a **MOTION** to approve the waivers for 150.7 m soils, Kate S. seconded. Motion carries 5-0-0.

Kim Q. made a MOTION to approve the waiver for 120.1.1 traffic impact. Dennis P. seconds the motion. Motion carries 5-0-0.

150.7 u structure area and dimensional info. Detail and 120.14 Off-street parking waiver were not voted on.

Site Walk was discussed. There will be a site walk Saturday, Nov. 24 at 10:00 a.m. at Mel's Funway. The owners will be out of town, but site manager will be there.

Kim Q. made a **MOTION** to continue the plan hearing until Dec.18, 2018 at 7:00 p.m. in Town Hall. Steve W. seconds the motion. Motion carries 5-0-0.

Committee Reports

December 6 Conservation Commission 7 pm

December 19 NRPC Quarterly meeting, another representative from Litchfield needed.

Approval of Minutes

Kate S. makes a **MOTION** to approve the minutes of Oct. 2 and Oct. 16, 2018. Steven W. seconds the motion. Motion carries 5-0-0.

Other Business

Kim Q. met with Town Admin. Troy Brown On Oct. 2 she is still seeking input on some items from the Selectmen before she votes at the NRPC meeting on 12/19.

Steven w. Makes a **MOTION** to adjourn Dennis P. seconds the motion Motion carries 5-0-0. Meeting adjourned at 11:05 p.m.

Submitted by  
J. McKibben

