

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on July 16, 2019**

minutes approved on August 6, 2019

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, July 16, 2019 at 7:00 p.m.

**MEMBERS PRESENT:** Michael Croteau - Chairman, Kimberly Queenan - Vice-Chairman, Kate Stevens, James Boffetti, Tony Turecki, Joshua Smith, Kevin Lynch - Selectmen's Rep.

**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.

**AGENDA ITEMS:**

**V.A.B. Properties, LLC Map 1 Lot 18, 55 Charles Bancroft Hwy. self-storage units  
McQuesten Estate Map 15 Lot 14, 124 Hillcrest Rd. 16 lot subdivision**

**Public Input:** On non-agenda items. Rick Charbonneau is present, a butler to Mel's Funway. Mr. Charbonneau wanted to update the Board about Mel's site plan. They (Mel's) showed a rendering with barn board to enclose the pavillions, in fact they used texture 111. The acting building inspector, without looking at the plans apparently, issued a building permit. I brought this to the action of the acting zoning administrator who then issued a cease and desist. After some discussions with town counsel, the acting zoning administrator lifted the cease and desist he had put on the project. Since then I have appealed to the Zoning Board and the court system. It was not my intention to file with the court to spend taxpayer money fighting Mel's but now we are in that situation. I am bringing this to the planning board's attention because they are not doing what the board asked them to do on the plan.

Mr. Charbonneau: The planning board needs to figure a way to be more involved in issuing of permits. Things are being built that are not on the site plan. After listening to one of your meetings I am glad you are looking at requirements for ADA.

Chairman Croteau thanks Mr. Charbonneau for his comments.

1. Continued site plan review **V.A.B. Properties Map 1 Lot 18**, 55 Charles Bancroft Hwy. for 42,925 gross square feet for a self-storage facility.

Mr. Lynch steps off the board due to a conflict.

Owner Dana Boucher and engineer Tucker McCarthy, Keach-Nordstrom Assoc., are present. Tucker M. explains the updates:

There are 336 units, note added to plan.

Parking requirements proposed are 73, still asking for a waiver because they are not line striping the parking.

Landscape architect has updated the plan with plantings along the southern property line. Plantings along the front of property also.

Fencing will be black coated vinyl fence.

The buildings will be 14' high at the peak.

ADA access will conform to the requirements 17 units to be ADA accessible.

Notes have been added no outdoor storage, no hazardous material, hours of operation added, fire department comments added.

Chairman asks for NRPC comments.

Jay M. revisions satisfied our concerns. Motion sensors have been added to the lighting. Appearance of the building should be confirmed.

Tucker M.: Light and dark tan is the final choice of color.

LC Engineering, Lou Caron: Most comments are minor odds and ends drafting items.

Tucker M.: We are comfortable with Lou's comments.

Mike C. question hours of operation. Sheet 1 note #14 7:00 am - 8:00 pm Monday - Saturday; 7:00 am - 5 pm Sunday. Entry with a key card.

Mike C. questions stormwater management plan. Tucker M.: We have a 7/12/19 letter from NHDES. We can't start construction without the DES permit.

Public Comment: Hearing none public comment closed.

Kim Q. questions fire extinguishers. Tucker M. that was addressed in the fire department comments.

## **WAIVERS**

Lou C. (L.C. Engineering) has no issues with any of the waivers.

120.14.4ap Parking Spaces Spacing between the units has been increased to 28 feet

from the typical 24 foot two way drive aisle spacing, to provide additional space. Additionally, parking spaces have been provided near the existing greenhouse structure where the leasing office will be located.

A MOTION to grant the parking waiver was made by James B. seconded by Tony T. Motion carries 6-0-0.

150.4 Traffic Impact Study This use has such low demands on traffic that the impact to Charles Bancroft Highway does not warrant the need for a study as it will be minimal and does not create any unsafe conditions.

A MOTION to grant the traffic study waiver was made by James B. and seconded by Kim Q. Motion carries 6-0-0.

150.5 Internal Circulation Plan A traffic circulation plan to ensure safe pedestrian/vehicular integration around this project is not applicable as the site is fenced in and fully contained and does not integrate with other uses on the property.

A MOTION to grant the waiver for internal circulation was made by James B. and seconded by Kate S. Motion carries 6-0-0

Appendix F - Escrow Amount The provided escrow is the approximate amount needed for this project. Additional funds will be provided as needed.

A MOTION to grant a waiver from required funds was made by James B. seconded by Kate S. Motion carries 6-0-0.

120.13.5 Building Mass, Forms, Color Variation The units will be shades of beige to better blend with the surroundings.

A MOTION to grant the above waiver was made by James B. seconded by Kim Q. Motion carries 6-0-0.

A MOTION for conditional approval was made by Kate S. and seconded by James B. with the following conditions:

1. Comply with the recommendations in LC Engineering letter of 7/15/19
2. The NHDES Stormwater and Alteration of Terrain permits granted
3. Waivers received on the plan notes
4. Hours of operation on the plan
5. Landscaping plan included in plan set
6. Fire Department recommendations incorporated
7. Lighting plan with motion sensors and timers in the plan set
8. Comments in the KNA letter of 7/12/19 incorporated
9. Comply with ADA requirements

10. Escrow fee maintained and bills paid

The Motion for conditional approval carries 6-0-0.

2. A conceptual plan by the **Estate of Fred D. and Janet McQuesten** Tax Map 15 Lot 14, 124 Hillcrest Road to subdivide one lot into 16 residential lots. Selectmen Rep. Kevin Lynch returns to the board.

Present: Tucker McCarthy, engineer Keach-Nordstrom Assoc.; John Noseworthy, Executor of the Estate.

The lot consists of 30 acres with a large wetland in the center, a small stream in the eastern portion. There is frontage on Hillcrest Rd, where there is one existing house and frontage on Charles Bancroft Hwy. (CBH). 15 new lots are proposed with a 1500' cul-de-sac, a stream crossing with an open box culvert, there would be no permanent wetland impact. The applicant will be going to the Zoning Board for a 18' variance for frontage for one lot on CBH and requesting a NHDOT curb cut for that lot.

They are requesting a conditional use permit because the lot does not lend itself to an open space subdivision because of the linear shape of the lot.

Tucker M. supplied two plans showing conventional vs. open space design for the subdivision.

Each lot will have their own septic but all will be on public water.

They are in the aquifer protection district, test pits have been done.

Kate S. questions how much of the lot will be cleared. Rick C. they will probably leave the bigger trees.

Public Comment - there was none at this time.

There will be a July 27 site walk at 10:00 am meet at 124 Hillcrest Road.

They will make a formal application for the August 20 Planning Bd. meeting.

They will be going to the Conservation Comm. Aug. 1 and ZBA Aug. 14.

Committee Reports

There remains an open seat at the Nashua Regional Planning Commission (NRPC) for a commissioner from Litchfield. Mike C. expressed an interest in returning to the Commission. Kevin L. suggest board members go to NRPC meeting and see if they are interested. Kim Q. mentioned it is interesting to see what other towns in the region are doing.

Approval of Minutes

A MOTION to approve the 6/18 minutes as corrected was made by James B. seconded by Tony T. Motion carries 7-0-0

A MOTION to approve the 6/29 site walk minutes was made by James B. seconded by Tony T. Motion carries 5-0-2

A MOTION to adjourn was made by Kim Q. seconded by Kate S. All in favor  
The meeting adjourned at 8:25 p.m.

Respectfully submitted  
J. McKibben