

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on June 16, 2020

minutes approved on 7/7/2020

In response to the COVID-19 Pandemic, the Planning Board held a remote meeting pursuant to Governor Sununu's Emergency Order #12 related to public meetings.

The Litchfield Planning Board held a remote meeting via Webex on Tuesday, June 16, 2020 at 7:00 p.m.

MEMBERS PRESENT: Michael Croteau - Chairman, Kimberly Queenan - Vice-Chairman, Kate Stevens, Ronn Stephens, Joshua Smith, James Boffetti

MEMBERS ABSENT: Kevin Lynch, Selectmen's Rep., Curtis Sampson - Alternate

ALSO PRESENT: Joan McKibben (P.B. Admin. Assistant), Jay Minkarah (Executive Director Nashua Regional Planning Commission - NRPC), Lou Caron - L.C. Engineering

CALL TO ORDER

Mr. Croteau called the meeting to order at 7:00 p.m. Roll call of members.

Public Input: Public input on non-agenda items.

Rick Charbonneau, 401 Charles Bancroft Hwy is present remotely. Regarding Mel's Tee Off (Funway Park). He stated the Planning Board made it clear that any changes to the site were to come back to the planning board.

He is bringing to the attention of the board that Mel's has put a building on the site that is not on the approved plan. Mel's did go to the Selectmen and get relief to leave the food building there for 90 days. He believes that they are coming in for an amendment to the plan but the building is already there.

The Board took this under advisement.

AGENDA ITEMS:

- 1. Home Occupation Joanne Crooker 28 Locke Mill Dr. Barber Shop**
- 2. Lobster Boat Restaurant 273 Derry Rd. Map 2 Lot 2 Sign Application**
- 3. Clarification of easements 124 Hillcrest Subdivision Brookfield Acres**

Home Occupation Joanne Crooker 28 Locke Mill Dr. Map 14 Lot 35

Ms. Crooker is present remotely. She would like to install a barber shop in one side of her remodeled garage. Joan stated abutters were notified and fees have been paid. A **MOTION** to accept the application was made by Kim Q. and seconded by James B. A roll call vote was taken. Motion carries 6-0-0

Ms. Crooker has no driveways within 100' of her drive because there is Town land across the street and one abutter is around the corner on Kiln Dr.

No sink would be required, no chemicals used, one station, no employees except herself. She would only be servicing one client at a time, only by appointment. Hours of operation to be 1 - 8 p.m.

The area will be well lit with a flood light at the garage and another over the entrance. She is planning 3 days a week, possible 15 vehicle trips, it could be less..

Lou Caron clarified that most of the traffic she would have is off peak hours, so not traffic is not an issue.

Kim wanted to be certain she is aware of the Covid rules. She is since she works at a salon also.

James B. makes a MOTION, Joshua S. seconded the motion to approve the barber shop at 28 Locke Mill Dr. for Joanne Crooker with one employee, for 280 square feet, external lighting to be installed, 15 vehicle trips per week.

Roll call vote, motion carried 6-0-0.

Lobster Boat Sign Application 273 Derry Rd. Map 2 Lot 2

Brandon Currier - Barlo Signs, Jon Workinger, BWSV, LLC are present remotely. Zoning Board of Adjustment case 2020-03 The Zoning Board approved the case in four parts.

1. Variance from LZO Section 1503.01(a) to allow a business (Lobster Boat) to have a 60.83 sq. ft. sign attached to the front of the building where only a 4 sq. ft. sign is allowed.
2. Variance from LZO Section 1503.01(b) to allow a business (Lobster Boat) to have a Facia sign height of 6 ft + 0.5 in. attached to the front of the building where only a 2 ft. sign height is allowed.
3. Variance from LZO Section 1503.01(a) to allow a business (Lobster Boat) to have two signs attached to the building (1 sign at front of building and 1 sign at side of building) where only 1 attached sign is permitted.

4. Variance from LZO Section 1503.01(a) to allow a business (Lobster Boat) to have a 16.79 sq. ft. sign

attached to the side of the building where only a 4 sq. ft. sign is allowed.

Kate S. Questions the hours the signs will be lit. She stated generally the sign should be dimmed or turned off after business hours. The owner thought that would be possible.

Jay M. Stated the signs are appropriate for the location and the size of the building.

Public Input - None

Joshua S. feels the ZBA was sound in their decisions.

Kate S. makes a MOTION to approve the signs at 273 Derry Rd. for Lobster Boat Restaurant. Ronn S. seconded the motion. Roll call vote, motion carried 6-0-0.

Clarification of easements 124 Hillcrest Subdivision Brookfield Acres

John Noseworthy, executor of the estate, and Rick Charbonneau are present remotely.

The purpose of the meeting is to clarify the wording in the Declaration of Covenants and Restrictions for Conservation Purposes for the Conservation Open Space Development.

Section #3 of the Declaration is Reserved Rights

Kim Q. wanted to understand the uses presented in section A, it seemed like more uses than she originally remembered when the plan was approved.

Rick C. the owner wanted a barn and we listed the items that could possibly happen on the site with a barn, just reserving the right to use with a barn.

Joshua S. agrees this seems like a broader scope than agreed on initially.

Jay M. Agriculture is allowed under the open space ordinance.

Joshua S. would like some clarity.

James B. The listing of items is more than we thought, but it doesn't bother me the language is fine but we didn't talk about size of the barn.

I question the septic system for a barn.

Rick C. We would rather have a septic system instead of a porta potty. We are just laying out in black and white what we want to do.

Rick C. For a barn and septic we would have to come back to the planning board.

James B. Suggests it should be a non-liveable lot.

Rick C. We can add that language.

Kate S. That is already covered under #2 in the declaration. I don't have any issues.

Joshua S. I concur it looks good.

Kim Q. Would like this referenced on the deed. The declaration does get recorded at

the registry of deeds .

Mike C. thinks it does meet the use of open space. I have no objections to the declaration.

The chairman calls for any more comments from the Board.

Hearing none. Kate S. makes a **MOTION** to approve the declaration. Motion seconded by Joshua S. Roll call vote. Motion carried 6-0-0

Committee Reports

NRPC 6/17/20 7:00 pm a virtual meeting

Heritage Committee inquired about a virtual meeting.

Joshua Smith is now a member of the Regional Planning Commission representing Litchfield.

Conservation had a meeting June 4 in the Town Hall parking lot

Lower Merrimack River Local Advisory Committee (LMRLAC) had a zoom meeting dealing with a large development in Hudson for a distribution center south of the Sagamore Bridge and bordering the Merrimack River.

CIP committee met 6/15 with Conservation, Fire and Police

Police Dept. now wants to connect to the fire station with new facilities to bring down the cost.

Jay M. will put some questions together for a survey regarding community facilities.

Approval of Minutes

Kim Q. makes a **MOTION** to approve the June 2, 2020. Kate S. seconded the motion. Roll call vote. Motion carried 6-0-0.

Other Business

Jay M. goes over the open space ordinance as it exists today.

The ordinance is well written but there are some challenging areas. There are a number of different ways we talk about open space. There are many different terms for open space in the ordinance.

Jay will look at creating additional definitions around open space and get greater clarity with some minor changes to the language.

Kim Q. Agrees regarding clearer definitions.

Kate S. questions conservation vs. open space.

Jay will come up with some better terms.

Kim Q. thought getting the Zoning Board of Adjustment decisions is helpful.

A motion to adjourn was made by Ronn S. seconded by James B. All in favor.

Meeting adjourned at 8:45 p.m.
Minutes transcribed by J. McKibben