

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on December 15, 2020

minutes approved on 1/5/2021

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, December 15, 2020 at 7:00 p.m.

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

MEMBERS PRESENT: Michael Croteau - Chairman, Dr. Kimberly Queenan - Vice-Chairman, Kate Stevens-remote, James Boffetti-remote, Ronn Stephens, Joshua Smith, Kevin Lynch, Selectmen's Rep.

MEMBERS ABSENT: Curtis Sampson - Alternate

ALSO PRESENT: Joan McKibben (P.B. Admin. Assistant) - remote, Jay Minkarah (Executive Director Nashua Regional Planning Commission - NRPC) - remote

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.

AGENDA ITEMS:

1. A subdivision application by Eugene Berg Map 5 Lot 31, 294 Charles Bancroft Hwy. Subdivide one lot into two residential lots. Continued from the 12/01/20 meeting.
2. Zoning Ordinance Workshop

Subdivision of one lot into two map 5 lot 31, 294 Charles Bancroft Hwy (CBH) Eugene Berg, applicant.

Kim Queenan steps down from the Board for this case as an abutter to this lot. Mike Grainger, P.E. is speaking for the applicant.

Mike C. mentions that Lower Merrimack Advisory Committee (LMRLAC) was contacted for comment on the subdivision. They had no comment since it has no real impact on the

shoreland of the river.

The irregular lot calculation was addressed that came up at the last meeting. Jay M. did the calculation for an irregular lot shape and the lot does comply with the ordinance.

There is no driveway permit yet from NHDOT. Mr. Grainger sent DOT a cleaner version of the plan. DOT was looking for a 1971 version of the Litchfield tax map. Planning Staff and Mr. Grainger could not locate a tax map that old. The new drive entrance will be 70' south of the existing drive.

Kate S. suggested a note that the house should be a single-family home and fit into the historic type. She asked how did the Board feel about this?

Kevin L. There is nothing in the zoning, they have the right to do what they want with 170' of frontage it's only a single family lot.

Kevin L. made a **MOTION** to approve the subdivision of one lot into two tax map 12 lot 31.

Joshua S. seconded the motion with the following conditions:

NHDOT driveway permit issued for the second curb cut, adequate erosion and sedimentation control in place before work begins on the drive for the new lot confirmed by the building inspector. The motion carries 6-0-0.

Zoning Ordinance Worksession

Kim Q. is back on the Board.

Jay M. went over possible changes to the Conservation Open Space Development (COSD) zoning section 575.0.0.

Jay mentioned that the Board has discussed changes to this ordinance at three prior meetings. For discussion today the changes will clear up confusion around different types of open space in section 575.5.2. Renaming the section Designated Open Space instead of four different types of open space within a COSD.

Section 575.7.0 Designated Open Space Requirements Where public access should and shouldn't be required.

575.7.0 G. Adequate permanent public access to designated open space may be required at locations approved by the Planning Board.

Kevin L. Who controls the open space?

You can have more than one form of ownership on one parcel as specified in 575.8.0 B depending on the nature of the use.

There were other grammatical changes included.

Kevin L. made a **MOTION** to send the changes to a first public hearing January 5, 2021, seconded by Kate S. The motion carries 7-0-0.

Further discussion continued on Accessory Dwelling Units (ADU). Currently the ADU has to be attached to or within the primary dwelling unit. In the current zoning ADU's are a maximum of 800 square feet. This will be discussed further at the next meeting, January 5.

Mike C. asked for a definition of affordable housing.

Jay also mentioned the locations in the north and south of Litchfield for the multi-family

residential overlay districts.

Committee Reports

12/16 NRPC Quarterly Meeting full remote meeting

1/12/21 Heritage Committee 7:00 p.m.

Approval of Minutes

Joshua S. madea **MOTION** to approve the 12/1/2020 minutes. Seconded by Kim Q.
Motion carries 7-0-0.

Kevin L. made MOTION to adjourn the meeting at 8:00 p.m., seconded by Kim Q.
Motion carries 7-0-0.

Meeting transcribed by
J. McKibben