

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on March 16, 2021

minutes approved on 04/06/2021

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, March 16, 2021 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, Kate Stevens - Vice Chairman, James Boffetti, Joshua Smith, Curtis Sampson, Kimberly Queenan - Selectmen's Rep.

Kate, James, Joshua and Curtis via Webex

MEMBERS ABSENT: Ronn Stephens

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

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.

Chairman Croteau congratulated Kim Queenan as Selectman and Kate Stevens, Budget Committee on their successful election at last week's Town Meeting.

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

AGENDA ITEMS:

- 1. Master Plan Update - Community Facilities Chapter**
- 2. Regulation Updates**
- 3. Letter of Support for Pinecrest Sidewalk Grant**

Master Plan Update

Jay has received basic information after speaking with department heads, regarding staffing etc. Jay has not been able to locate a previous plan for the municipal complex, we think there was a plan made up in the past. Jay will have a draft chapter shortly.

Regulation Updates

Jay went over several regulation changes with the Board.

1. Expedited review of farm buildings and minor site plans.

In this regulation the sections that are not needed for a minor site plan need to be called out. 150.4 -150.7 and 120.13 If any of the former were needed then the application should be a full site plan not expedited.

2. Parking

Jay explained the challenge is applying parking to a site with multiply uses. It would be better to base parking on something tangible, usually square footage. Restaurants may be by seating.

The regulation needs simplicity and flexibility in parking. Try to reduce parking and eliminate the need to manage stormwater.

Jay checked other towns. Londonderry has a system where they group like uses for parking demand such as floor area, square footage, or patron seats.

Jay will compare ADA requirements. If this approach makes sense then Jay could group uses in the Litchfield ordinance and see how that relates to parking. The Board agrees.

There was a discussion regarding interconnecting parking areas that are adjacent to each other to avoid going out onto the arterial roadway to get to the next business.

3. Model Solar Zoning Ordinance for NH by NHSEA-April 2018

Jay went over the ordinance provided by NH Sustainable Energy Association.

They showed how you could have farm friendly solar. They also listed the NH RSA's dealing with solar structures. This was a large document, Jay will share this document with the Board. Hollis, NH had adopted a solar ordinance.

Kim Q. wondered if we would have a master plan chapter on energy.

Jay said that is possible.

Kate S. would like to see energy addressed in the existing chapters.

Jay felt the most appealing section in the document was integrating solar collectors with agriculture.

Other Zoning: Kate S. feels this year we need to get a handle on warehouse and distribution centers in the Litchfield zoning. Currently there is no limit on size for that type of building. Traffic impact, noise, hours of operation should be reviewed in the Litchfield ordinances relating.

Letter of Support Sidewalk Grant

There is a federal grant available administered through the state for bicycle and pedestrian access. It is an 80/20 match with the town, 20% from the town. It is a highly competitive grant. There are 7 applications in the region and only 1 will be funded. The Litchfield plan is to continue the sidewalk from Hildreth Dr. along Pinecrest to Albuquerque Ave. One benefit would be connecting all the schools with pedestrian access. Support is needed from as many Boards as possible.

Kate S. made a **MOTION** to send a letter of support from the Planning Board to Jay for the grant application. Curtis S. seconded the motion.

Joshua S. supports the 20% Town match. The town portion would be voted at a town meeting.

The motion carries 6-0-0. Mike C. will send a letter.

Committee Reports

3/17 NRPC 7 pm zoom info. On their website

3/22 Board of Selectmen 6:30 pm webex

4/1 Conservation Commission 7 pm webex

4/13 Heritage Commission check town website

4/14 Zoning Board

CIP meeting coming soon

Approval of Minutes

Kim Q. made a **MOTION** to approve the March 2 meeting minutes. Kate S. seconded the motion. Motion carries 6-0-0

Other Business

Kate S. has been following the Hudson Planning Board process for the Hudson Logistics application. On March 10 the Hudson Board did approve a lot line adjustment to create one lot. They will create internal roads at the site the applicant has received comment from Hudson police, public works. Hudson fire dept. said they would have to rely more on the region for tower truck and haz. mat resources.

The applicant has created a project mitigation strategy package to the Town of Hudson to include:

Funding for school stem projects

1.4 million towards a fire tower truck

1 million towards safety projects

Funding for potential boat ramp or shoreline improvements

Funding for master plan improvement projects

Increase the community fee above what they would pay

Additional recreational and riverfront projects

Which total \$9.7 million this is above the \$4.6 - \$4.8 million they will receive in annual tax revenue.

Their lawyer also stated they have modified the plans to have added conservation area and buffering around the buildings to mitigate sound. They stated this was their final presentation and they have met all the zoning and have complied with the requests from the Hudson Board.

They discussed traffic somewhat saying the wait time will be modest.

The final public meeting on this project is scheduled for 3/24 or 3/25.

Board reappointments were discussed Joshua S., James B., are up for reappointment. They agreed they would like to stay on the Board.

Mike C. will send that information to Troy Brown for the Board of Selectmen meeting.

James B. made a MOTION to adjourn the meeting seconded by Kate S. The motion carries 6-0-0.

The meeting was adjourned at 8:52 p.m.

Transcribed by

J. McKibben