

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on June 1, 2021

minutes approved on 6/15/2021

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, June 1, 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: Kate Stevens - Vice Chairman, James Boffetti, Ronn Stephens, Kimberly Queenan - Selectmen's Rep. (Kate via webex)

MEMBERS ABSENT: Michael Croteau - Chairman, Joshua Smith, Curtis Sampson

ALSO PRESENT: Jay Minkarah (Executive Director Nashua Regional Planning Commission - NRPC); Jay via Webex

CALL TO ORDER

Ms. Stevens 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. Andy Prolman conceptual presentation of Baron's Major Brands proposed warehouse Map 22 Lots 4 & 96.**
- 2. Bernice Cahill Lot Line Adjustment Map 13 Lots 26 and 26-1, Pinecrest Rd.**

Conceptual presentation Baron's Major Brands Map 22 Lots 4 & 96.

Andy Prolman introduces the proposal at the above site south of St. Francis Church. Baron's is owned and operated by three cousins, present is Brian Ellis. They sell and distribute major appliances. Currently they have 3 warehouses and 7 retail stores in NH. They plan to consolidate their warehouses into one 132 square foot warehouse possibly at the above location. The access to the site would be off St. Francis Way to a 30 acre site owned by Colby/Litchfield, LLC. They anticipate 50 employees. The site would be serviced by tractor trailer trucks from suppliers and box trucks taking product out most turning north to the highway.

They can control when the trucks come to the site because they have long term suppliers they have been dealing with.

Mr. Prolman has talked with the business manager at St. Francis and will work with the timing of truck traffic since they will be using the same access road.

They are aware of the PFOA issue in the soil at the site. They are working with Eric Teal, a geo-tech engineer to determine the extent of the issue at the site.

Mr. Prolman states they will need a variance from the Zoning Board for a permitted use and are scheduled for July 14. They will be into the Planning Board with a full application if they are successful at the Zoning Board.

They intend to create more of a buffer between the houses on Charles Bancroft and the building so the building will not be seen from the homes. They feel the topo of the site will help also.

They will operate Tuesday - Saturday morning at the warehouse.

Brian Pratt is the project engineer from CLD Consulting Engineers in Manchester, NH

James B. questions the types of trucks, 10-15 box trucks per day. James would like to see a site walk at some point. A primary concern of the Board will be traffic.

Mr. Prolman has been in discussions with some of the major abutters (St. Francis and NE Small Tube)

Bernice Cahill Lot Line Adjustment Map 13 Lots 26 & 26-1, Pinecrest Rd.

Harry Cahill is present remotely to explain the application. The property was subdivided in the past. They would like to do the lot line adjustment to get a one acre building lot, fronting on Pinecrest Rd. for a relative's house lot. Ms. Cahill owns both lots. Jay M. stated the application is complete.

James B. made a **MOTION** to accept the application. Ronn S. seconded the motion.

The motion passes 4-0-0.

James B. seems the only thing missing is a letter from Pennichuck Water that they can provide service to the lot. Mr. Cahill: We will get the letter from the water company.

There is a 25' access easement shown on the southern side of the property that caused some discussion from the Board and abutter Bob Corcoran, 7 Gibson Dr. No deed was found at the registry of deeds, it is shown on the plan as reference by the surveyor but nothing speaks to the intent of the easement. James B. felt the issue should be clarified but it is not connected to this proposal

James B. made a **MOTION** to approve the application with three conditions: existing and proposed water lines should be shown on the plan, letter from water company stating the availability of and intent to provide water service to lot 13-26-1 and planning board signature lines should be located in the lower right hand corner within the standard title block.

Kim Q. seconds the motion. Motion passes 4-0-0.

Changes to the fee schedule Appendix F and adding additional uses the the Conditional Use Permit were deferred to a later meeting.

Committee Reports

June 14 6:30 pm Board of Selectmen details of Town website

June 16 7:00 pm Nashua Regional Planning Commission details of their website

Approval of Minutes

James B. made a **MOTION** to approve the 5/18/2021 minutes. Ronn S. seconded the motion. Motion passes 4-0-0.

Any Other Business

Kate S. sent out an email today regarding the development that may be happening in the north end of town in the near future. She was sent two concepts by Jayson Brennan (previous PB member, current alternate on Conservation Commission, Facebook group admin) about a potential trail or sidewalk connecting the northern neighborhoods to the north bike path end on Albuquerque Ave. We have the opportunity to work with multiple developers that have potential projects in that area to get a connection built. A potential sidewalk or trail would be 0.7 mile to connect the existing multi-use path to the north end proposed multi-family housing.

Jay M. spoke to this commenting that pedestrian access is called for in the Litchfield regs. for commercial development and for site plans. The Board has to look at the cumulative impact to include pedestrians. This should be part of the overall discussion of the incoming developments with NHDOT. There will be significant development in the north end. Jay is hopeful that the Board is part of the discussion with DOT.

Kim Q. Had a concern about requiring the developers to put in sidewalks. She felt Jayson should coordinate this idea with the Conservation Comm. and possibly the Board of Selectmen before this was shown to us tonight.

Jay M. stated that NHDOT would have the ultimate decision if a sidewalk would be along 3A, the town could still ask for pedestrian access.

Another consideration could be a town wide sidewalk fund. This was briefly discussed.

Jay brought forth sections 120.2 and 120.2a in the site plan regulations that already states: Provisions for pedestrian circulation within the site and between the site and adjacent uses and public rights-of-way shall be clearly delineated. This is further defined in 120.2a regarding multi-family residential sites.

There will be future discussion on this idea.

Jay has potential zoning changes for a future meeting regarding limiting size of warehouses and distribution facilities. Jay will send these to the Board for a work session.

Ronn S. made a motion to adjourn the meeting seconded by Kim Q.

Motion passes 4-0-0

Meeting adjourned at 8:06 p.m.

Minutes recorded from video by

J. McKibben