

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on July 6, 2021**

minutes approved on 7/20/2021

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, July 6, 2021 at 7:00 p.m.

**MEMBERS PRESENT:** Michael Croteau - Chairman, Kate Stevens - Vice Chairman, , Ronn Stephens, Curtis Sampson, Kimberly Queenan - Selectmen's Rep.

**MEMBERS ABSENT:** James Boffetti, Joshua Smith

**ALSO PRESENT:** 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.

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

**AGENDA ITEMS:**

**1. Rene Therouxlot line adjustment Tax Map 15 Lots 6 and 6-2**

**Applicant requests move this agenda item to August 3, 2021.**

A MOTION was made by Curtis S. and seconded by Kate S. to move the lot line adjustment to 8/3/21. Motion passes 5-0-0.

**2. Regulation and Zoning Changes**

The Board and Jay first go over the first draft of proposed changes to the southwestern commercial district. Some of the ideas were to limit warehouse and distribution facilities by size.

A lot of the permitted uses in that district come from a time when the town thought the Circumferential Highway would be at the southern border.

A change in Southwestern Commercial District (west side of Rte. 3A) was to add section 704.00 Prohibited Uses.

- a. Warehouses, fulfillment or distribution facilities greater than 150,000 sq.

- ft.
- b. Large regional shopping type uses, such as department stores, exceeding a footprint of 20,000 sq. ft.
- c. Any use not listed in Section 701.00 or 703.00

Northern Commercial/Industrial Service District

\_\_\_\_\_ The only substantive change was adding e. Under conditional uses: Warehouse, fulfillment or distribution facilities greater than 75,000 square feet, but not to exceed 150,000 square feet, with the conditional uses 1. Building shall be setback not less than 250 feet from Route 3A, 2. Landscaped buffers must be provided, 3. Such uses shall not create undue traffic congestion or hazard.

Adding warehouse, fulfillment or distribution facilities greater than 150,000 square feet as a prohibited use.

Jay had looked at other towns in the region for warehouse size, 150,000 seemed to be a reasonable number but is something for the board to consider.

Warehouses and distribution facilities up to 75,000 square feet would be a permitted use.

Kate S. mentioned perhaps in the southern commercial zone warehouse size could be smaller due to lack of transportation out of that area (keeping major traffic impact off of Route 3A).

Jay commented self-storage units should be clarified, they are not really a warehouse more of a retail use.

Striking transportation terminals from the zones, Kate S. clarified that this did not mean bus stops for public transportation.

Southern Commercial/Industrial Service District (east side of Rte. 3A)

Similar changes here in regard to warehouses, limit on size of warehouses because of transportation accessibility.

Kim Q. Questions Rt. 102 uses. Jay M. The challenge has always been access even with office areas.

Jay didn't propose any changes on Rt 102 there is not a lot of developable land there.

Kate mentions the Economic Development chapter from the 2002 Master Plan.

Kate has created a chart for all the districts listing the permitted uses, use by conditional use permit, use by special exception, and not permitted.

Rick Charbonneau was present and discussed the permitted uses. His feeling was the

board needs to list permitted uses that could potentially happen. The town has no sewer connection so there are a lot of uses that won't happen because of the lack of sewer capability. Also in the southern commercial area there is no good access. Industrial Dr. at one time was planned to connect 3A to Albuquerque Ave.

Rick C. How to get access to Rt. 102 has to be answered and then figure out the permitted uses.

Mixed use development was discussed. Jay mentioned Merrimack has struggled with getting the commercial side of mixed used filled.

Rick C. along with others said the brick and mortar buildings are struggling.

Albuquerque Ave and Rte. 3A intersection eventually could have the volume of traffic to support some use.

Jay the board needs to look at the permitted uses to see what doesn't make sense and what is missing from the permitted uses lists.

Rick C. is having his engineer come up with a master plan for north end areas that he owns. He would like to meet with the board in the future to see what ideas they have for land use.

The time frame for the Board if changes to zoning are proposed, Planning Board votes in December to send changes to a hearing, early January for a first zoning hearing. Vote by the voters at the March town meeting for any zoning changes.

A workshop on zoning is planned for August 17.

#### Committee Reports

7/12 Board of Selectmen 6:30

7/15 NRPC 30 Temple St., Nashua 7:00

Kim Q. (NRPC Commissioner) reports on the other 12 towns in the NRPC region (which towns have gone to elected planning boards)

7/19 CIP Committee Town Hall

#### Approval of Minutes 6/15/2021

Kim Q. made one correction to Historic Soc. would be selling historic wares at the Strawberry festival.

Kate S. made a MOTION to accept the 6/15 minutes as amended. Curtis S. seconded the motion. Motion passes 5-0-0.

Having no other business Ronn S. made motion to adjourn the meeting, Kim Q. seconded the motion. All in favor. Meeting adjourned at 9:04 p.m.

Minutes transcribed from video by  
J. McKibben