

PLANNING BOARD PUBLIC MEETING

TOWN OF LITCHFIELD

Held on January 20, 2015

Minutes approved 2/3/2015

The Litchfield Planning Board held a meeting in the Town Hall conference room 2 Liberty Way, Litchfield, NH 03052 on Tuesday, January 20, at 7:00 p.m.

MEMBERS PRESENT: Michael Caprioglio (Chair), Tom Young (Vice Chair), Russ Blanchette, Bob Curtis, Michael Croteau, Jason Guerrette and Kevin Bourque (Selectmen's Rep).

ALSO PRESENT: Jen Czysz (Senior NRPC Planner), Joan McKibben (Administrative Assistant)

CALL TO ORDER

Mr. Caprioglio called the meeting to order at 7:00 p.m. and led the Board in the Pledge of Allegiance.

Public Input:

No members wished to speak.

1) Public Hearing Zoning Section 507.04 Performance Standards Accessory Dwelling from 650 sq.ft. to 800 sq.ft.

Amend Section 507.04 of the Accessory Dwelling unit section of the Zoning Ordinance to increase the maximum size of such units from 650 to 800 square feet.

- The Town's Accessory Dwelling Unit ordinance (Section 507 of the Zoning Ordinance) was adopted in 2012
- Since that time, as part of the building permit application review process, it has become apparent that the maximum of 650 square feet for an accessory dwelling unit is not always adequate, particularly in instances where a handicap accessible design is needed or there may be 2 people living in the unit.
- The proposed amendment seeks to increase the maximum size of such units

from 650 to 800 square feet.

Public Comment:

Mr. Kevin Lynch, Building Inspector came in front of the Board to state that he submitted this change request. Mr. Lynch stated that as he said before he is finding that when you get into a family (mother & father, mother & child, etc) which is the purpose of an accessory dwelling unit to take care of kin. The two bedroom is what you are going to need. When you get into wheelchair accessibility, the 650 sq.ft. will not make it, the bathroom gets doubled in size, the hallways and bedroom need to be larger. Kevin stated that he could of went bigger, but he thinks it can all fit in the proposed 800 sq.ft. Mr. Caprioglio asked Kevin if he had any where he had to go bigger. Kevin stated that he has had two requests for the Zoning Board which have already been approved. Mr. Caprioglio asked if for some reason someone had to have something larger they could go to the Zoning Board. Kevin stated yes, because it is going to be a physical condition that is going to affect that and the hardship will be on the physical condition. Mr. Caprioglio asked if there are parameters or was it a judgement call. Kevin stated that they are parameters when you get into the physical part of the accessibility.

Mr. Guerrette asked Kevin that for folks that do not understand what this is, if he could give a brief understanding on what the purpose is and what it is. Kevin stated that in 2012 the demographics around the country, people are staying in their homes and their parents or children, or caretakers are coming to live with them. The Town is allowing accessory dwelling units, they are not rental units. They are not intended to be rental units. There is a deed restriction that goes with each one that says it is non-rental and gets recorded. The financial operation of the two is a family thing. Kevin stated that there is a gray area when we get into one and two families, which is when we get into rentals and we are not dealing with that; it has to be connected and be part of the main house. It is not a standalone separate building, it has to be part of the house. Mr. Guerrette asked "why have the parameters of size?" Kevin stated that you need to decide how big you have to go. Kevin stated that this is the first two years that the Town has done this. The two variances that we have had were for pre existing conditions. Kevin stated that the requests he has now all fit into the 650 sq.ft. but some are waiting to see if this 800 sq.ft. gets approved so it will fit into what they want to do. They are trying to get it to fit in better with the house itself. Jason Guerrette stated that he can understand a minimum, but why have a maximum? What is the downside of having a top limit to that? Kevin stated that the Town has decided to try the accessory dwelling unit, there has been no problem with it and Kevin does not see that the maximum size has not grown much more than that. Jason Guerrette asked what is the rationale of having that maximum? Kevin stated that it was a choice the Town took, they wanted a

maximum size and he wanted to increase it, it was just a matter of choice. Jason stated that he understands the minimum requirements, he just wants to know about the maximum. Kevin stated that it is all about choice. Kevin stated he came to the 800 because he has seen what the people want to do and believes it will fit in better. Jason asked if other communities do it in the square footage way? Jen stated that the square footage is the most common way to do it, but there are some communities that will add a percentage to it as well, but if you are talking about taking a unit and splitting it 50/50, that would be considered two family. To ensure that that unit remains accessory, a lot of times if they are going to use a percentage they will say no more than 30% of the total area up to a maximum of so many square feet.

Motion: by Jason Guerrette to send to Town Meeting

Second: by Kevin Bourque

Vote Passes: 7-0-0

2) Deliberative Session preparations

Jen stated that the link to the slides are on the PB site. Joan stated that the press release went out but is not sure if it will be in this Friday or next Friday. Jen stated they did a paragraph extending the invitation for residents to attend Board meetings, when they are, and for volunteers and new members are always welcome.

3) Land Use Regulations: draft amendments (subdivision, site plan, Appendix A)

The Board discussed. Jen stated that this was pulling from the housekeeping list from the last meeting. The Board went over submission requirements (number of copies). There was also a map correction for Appendix A. Jen mentioned that there were two illustrations in Appendix A that the Road Agent wanted the Board to consider, which are exhibits B and C. Jen stated that she believes the issue was in the notes, and was of concern to the Road Agent. Jen and the Board discussed hold off on this and doing all at once later this spring and then you don't end up having your regulations all peppered with different dates. Jen stated that this does not have to go to Town Meeting as far as the Land Use Regulations; the Zoning Ordinance is what has to go to Town Meeting.

Jen mentioned that one of the other things they talked about at the last meeting was plan submission requirements with LMRLAC. Jen stated that she did touch base with Hudson, Merrimack and Nashua. Merrimack and Hudson follows the same procedure that Litchfield current does (when an application comes in, they simply verbally notify the applicant that it needs to go to LMRLAC as well and then it is up to the applicant to get the plan set to LMRLAC), Nashua has a technical review team, so as part of their plan submission process, they have a list of who plans need to be sent to. The board

discussed what they would do regarding LMRLAC.

4) Sign Home Occupation Renewals

Joan just wanted to remind the Board that there are some home occupation renewals to sign after the meeting.

Approve Minutes of January 6, 2015

Motion: by Tom Young to approve the minutes of January 6, 2014 as written

Second: by Russ Blanchette

Vote Passes: 4-0-3

Any Other Business

Mr. Young wanted to announce that Kerri Diaz from NRPC has resigned and taken another position. In the interim, Kim is going to take over.

Matthew Shoemaker of 20 Greenwich Road came in front of the Board to express interest in becoming an alternate for the Planning Board. Mr. Caprioglio mentioned to Mr. Shoemaker that he would need to get an application from Joan and then he would meet with the Board and if the Board decides, then he will need to meet with the Selectmen. Mr. Caprioglio stated that he will be on the agenda for the next meeting.

Mr. Caprioglio wanted to remind the public that they are looking for Members to join the Planning Board. Please come to the meetings on the 1st and 3rd Tuesdays of the month at 7:00 pm here at Town Hall.

Motion: by Mr. Young to Adjourn

Second: by Mr. Curtis

Vote Passes: 7-0-0

The Next Planning Board meeting will be held on Tuesday, February 3, 2015 at 7:00 pm.

The meeting adjourned at 7:45

Minutes taken by: Donna Baril