

**Litchfield Planning Board Meeting
October 18th, 2016 at Litchfield Town Hall 2 Liberty Way**

APPROVED 11/01/2016

Members In Attendance: Chairman Tom Young, Kim Queenan, Russ Blanchette, Vice-Chairman Matt Shoemaker, Mike Croteau (arrived late)

Absent: Steve Perry (Selectmen's Rep.), Tyler Perrin, David Samuel

Also Present: Jen Czysz -NRPC, Cassie Mullen-NRPC, Kevin Lynch - Building Inspector/Code Enforcement

1. The board will consider an application by Chris D. Welcome for a subdivision creating a condex at 55/57 Talent Road, Map 7 Lot 29

If the aforementioned application is accepted, notice is hereby extended to application approval consideration and/or continuation(s) to a date certain, as required.

Application presented by Eric J. Hamel who is requested to convert an existing 2 family home/duplex into a condex. There are no physical changes proposed to the property. The subdivision request is to convey or deed the two units separately with joint land ownership.

Board Confirmed that:

- Abutters were notified
- All fees paid
- All documents present
- No written or public testimony

Vote to accept application by Matt, second by Russ, vote passed 4-0-0

Jen noted that there are several corrections needed to the site plan sheet to ensure it meets the standards of both the Town and the Registry of Deeds. These include incorporation of the owner name and address in the title block, a place to record the HCRD number, addresses for abutting properties, a note that the parcel is in the Residential Zoning District, and add the protective well radius and septic reserve area. None of the edits affect the proposal as presented and can be incorporated into the final version to be recorded. The board needs to ensure that the plans are signed by the owner. Lastly, the application will require NH DES Subsurface Subdivision approval as it is a condominium conversion.

Jen noted that Counsel has reviewed the condominium declaration documents and had no edits or concerns. There are no concerns with the waiver requests as submitted.

Motion by Matt to approve waivers for Subdivision Regulations locus map per SD §510.00 (p), §530.00 (e) topography, §530.00 (h) waterbody locations, and SD §530.00 (p) fire protection locations. Second by Russ, motion passed 4-0-0

Russ made motion to approve the application subject to the following conditions,

- Plan copies with professional seals & signatures
- Original Mylar with professional seals & signatures
- Electronic submission per Subdivision Regulations (SD) Section § 850.10
- All fees paid, and escrow maintained as required
- State permits – subdivision subsurface (septic)
- Include the name and address of owner of record in the standard title block at the lower right corner of the plat (registry requirement and required per SD §510.00 (a))
- Include a place for recording of the HCRD number and date above the signature block per SD §510.00 (o)
- Include owner signature
- Abutting properties should include addresses in addition to the parcel numbers and owners of record (per SD §520.00 (b))
- Add new note #4 to plan sheet 1 of 2 stating that the parcel is within the Residential Zoning District
- Add protective well radius around the existing well location per SD §530.00 (n)
- Add the 4,000 SF septic reserve area per SD §530.00 (o)

Second by Matt, Motion passed 4-0-0

2. Zoning section 1050.00 Telecommunications Update

Russ presented the updated definition of amateur radio antennas. The board had no concerns and requested the draft be forwarded to Town Counsel for review.

3. Master Plan Update

Cassie presented updates to Chapter II Population and Housing that is updated entirely up to the policy recommendations at the end. She presented a few highlights from the chapter.

- Demographics
 - Litchfield is still a generally younger community
 - Less seniors and more children than the region and state
 - Larger family size than the region and state
 - Population is still increasing but drastically slowed down overall
 - Still a higher growth rate than region and state
 - Growth rate for Litchfield peaked in 70s and 80s
 - Population has doubled in Litchfield since 1980
 - 4th highest projected growth rate in the NRPC region
- Income
 - High family income

- More population falls under higher income brackets compared to other communities in the region
- Low per capita income
 - 9th lowest in state
 - Improved from 11th lowest in 2000
 - Low per capita income is related to Litchfield's large family sizes because the money is stretched further
- Housing
 - No community in the region has recovered to pre-recession peak housing price (except for Hollis)
 - In 2015 there were not enough homes or condominiums to survey in any of the communities in the region to obtain an average price
 - Minimum requirement of survey was 50 units
 - Translates to there being not a lot of variety or options in housing stock
 - Predominantly single-family detached homes
 - Generally rental vacancy is lower in Litchfield than in region and state
 - Very high demand for rental units
 - Rental vacancy is about one percent in Litchfield
 - Typically a 5% vacancy rate is considered healthy
 - Translates to there being a shortage of rental units in Litchfield, region, and state
 - Rental prices have increased
 - Due to high demand
 - Landlords can charge whatever they please

The Board discussed next steps:

- NRPC will draft a section on relative affordability of housing looking at the percentage of residents' income that goes toward housing. Additionally, NRPC will add information about the new multi-family ordinance and workforce housing law.
- At a future meeting the board will discuss policy recommendations
- Kevin noted that there are modern alternatives to housing (i.e. the VA and building tiny houses)

Committee Reports

There were no committee reports

Approve Oct. 4, 2016 minutes

Russ made motion to approve the minutes, Kim seconded motion, Vote passed 3-0-2

Any other business

The next meeting is Tuesday November 1st at 7:00pm

The meeting ended at 7:52pm