

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on SEPTEMBER 6, 2016**

minutes approved on 10/04/2016

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

**MEMBERS PRESENT:** Tom Young (Chairman), Matt Shoemaker (Vice-Chairman) Russ Blanchette, Dave Samuel, Tyler Perrin (alternate)

**MEMBERS ABSENT:** Kim Queenan (excused), Michael Croteau, Steve Perry (Selectmen's Rep.)

**ALSO PRESENT:** Jen Czysz (Assistant Director NRPC ), Cassie Mullen (NRPC Staff) Joan McKibben (P.B. Administrative Assistant)

**CALL TO ORDER**

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

Tyler Perrin is appointed as a voting member.

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

**1. Lot 88 Litchfield, LLC Site Plan - Multi-Family Housing Page Road - Map 2  
Lot 88-35**

Representing the applicant is Jim Petropulos, P.E. from Hayner/Swanson, Inc. also present is owner Richard Charbonneau.

Jen and Joan reported all items were complete for acceptance of the application.

A **MOTION** to accept the above application was made by T. Young and seconded by R. Blanchette. The motion passes 5-0-0

It was determined that there was no regional impact from this project.

Jim Petropulos, P.E. presents an overview of the project.

The project is on 17.5 acres that was previously subdivided in June. It is in the residential district and the multi-family overlay district.

The site is currently undeveloped, treed and gentle topography. There is a wetland to the south that flows to Chase Brook. There is one vernal pool on the project, the site is primarily sandy soil.

There will be public water supplied to the units and natural gas.

Section 525.5 of the Litchfield Zoning includes calculations for density. They are proposing 7 two story buildings, townhouse style, with 6 units per building for a total of 42 units this is within the density for the acreage, calculates to 2.5 units per acre.

The access will be from Page Rd. with a gated emergency access from Horizon Drive. There will be 33 garage sites and 88 surface parking spaces which is 3 per unit, the regulations require 2 per unit but experience tells the owner more is better.

The traffic study was previously submitted with the subdivision application in June. The traffic study included this site and showed this site would not adversely affect the local roads.

Storm water was discussed. There will be seven septic systems one per building.

Landscaping features at the entrance from Page Rd. and around the building foundations. The road from Page Rd. will be built to town standards but will be a private road and maintained privately.

Lighting will be LED type on residential type poles.

Building fascias with elevations were shown to the Board. The units will have basements and units sizes will be between 1200 - 1400 square feet.

The buildings will be sprinklered per state statute.

Unit numbers and addresses have been provided by the Litchfield Fire Dept.

Not every unit will have a garage. There will be restrictions on what can be stored outside.

#### WAIVERS APPLIED FOR

- Section 150 plan standards horizontal scale not to exceed 1"=50' Requested scale of 1"=100' to have plan sheet 1 of 34 on one sheet instead of 3 sheets.
- Section 520 abutter property information within 200-feet of site. Requested to eliminate because the plans contain sufficient abutting property info. And costly and pose challenges for the field crews to work on other people's land.
- Section SP120.14.4 parking space dimensions for a multi-family project. Required space dimensions of 12' X 18' proposed by applicant 9' X 20' which is an industry standard. The spirit and intent of the regulation is met since there is a proper balance between the stall dimension, and drive aisle width.

A **MOTION** was made by Russ Blanchette to approve all three waivers that are requested seconded by Matt Shoemaker. The motion is approved 5-0-0

The Chair opened the hearing for public comment or written testimony. No written testimony has been received and there was no comment from the public. Public hearing is closed by the Chair.

Jim Petropulos address the comments of consulting engineer, Lou Caron's letter of 8/30/16. The applicant agrees to add catch basins to reduce sheet drainage across the lawns and parking areas.

Easement and maintenance documents should be submitted to the Planning Board for Town Counsel review.

Russ Blanchette makes a **MOTION** to conditionally approve case # 1608 SP M2 L 88-35 site plan for 7 buildings of multi-family housing with the following conditions.

1. Plan copies submitted with professional seals and signatures
2. Original mylar with professional seal and signatures
3. Electronic submission per regulations section 850.10.5
4. All fees paid and escrow maintained as required
5. Bond estimate at time of % for items not completed
6. State sub surface/septic and alteration of terrain approval
7. relocate dumpster away from the Tot Lot to the north side of building D
8. extend sidewalk to complete loop, running from Page Rd and along all units
9. add ADA tip downs for sidewalks
10. add addresses to plan per fire chief
11. relocate fire hydrants per fire chief
12. submit a management plan to ensure long term maintenance of the road, Stormwater systems, septic and landscaping
13. easements and management documents subject to review by town counsel
14. incorporate corrections to sheets 4, 6, and 11 per L. Caron letter dated 8/30/16
15. any additional changes to the plan subject to town review per Site Plan Regulation sections 175.6 and/or 175.7

Matt Shoemaker seconds the motion. The motion passes 5-0-0.

## 2. **Planning Board 2017 Budget**

Tabled to the next September meeting.

### 3. **Moose Hollow Rd. Extension**

Joan M. reports that the as-builts and roadway deed have been received.

The Road Agent, Jack Pinciario, sent a letter stating the road is in compliance.

The maintenance bond expires on 9/26/2016.

Russ Blanchette makes a **MOTION** to recommend to the Selectmen that the maintenance bond be released. Matt Shoemaker seconds the motion.

The motion passes 5-0-0

### 4. **Approval of August 2, 2016 Minutes**

Dave Samuel makes a **MOTION** to accept the August 2 minutes as written. Russ Blanchette seconds the motion. The motion passes 4-0-1.

### **Municipal Law Lecture Series**

Three Board members will attend the October 15 law lecture series in Concord.

The next Planning Board meeting will be September 20, 2016

Matt Shoemaker makes a **MOTION** to adjourn at 8:20 p.m. Dave S. seconds the motion. All in favor.

Minutes transcribed by

J. McKibben

