

**TOWN OF NORTHFIELD**  
**PLANNING BOARD**  
**September 9, 2019**  
**MINUTES**

**Members Present:** Jason Durgin, Wayne Crowley, Doug Read, Christina Beadle, Sheena Duncan.

**Also Present:** Dr. Tracey Hutton, Heidi Cole

Having a quorum established Chairman Jason Durgin called the meeting to order at 7:00 PM.

**1. Minutes: Crowley/Beadle** moved to approve the minutes of August 5, 2019 as amended. **Motion passed**

**2. Lot Merger** – Map U08-Lot 18 & Map U08-Lot 19 – 41 & 43 Vine Street  
Charles R. & Diane Harris.

**Chairman Durgin**, presented the Lot-Merger application. The land owners would like to merge Map U08- Lot 18 and Map U08-Lot 19 due to a garage being in both lots. The Board discussed the merger and decided that there cannot be two primary uses on one lot, therefore the lot merger cannot happen. The Board discussed other options and decided that one of the structures can become an ADU or the land owners request a lot line adjustment.

**Crowley/Durgin agreed on lot- line adjustment. Motion passed.**

**Hutton/Cole** agreed to draft a letter to the land owners stating that Map U08, Lots 18 and 19 are both non-conforming lots of record. As such, they may continue to exist with their separate primary use of a single family dwelling. If the properties are merged, there may exist only one primary use, therefore the second dwelling would cease to exist as a primary use. There are two options to maintain the two dwelling units. The first is to apply for an Accessory Dwelling Unit (ADU) in conjunction with the voluntary merger. This act would legally connect the two dwelling units.

The second option is to apply under the Subdivision Regulations for a Minor Subdivision (boundary line adjustment). This option preserves the two individual lots and their individual primary uses while allowing reconfiguration of the parcel line around the garage.

**3. Zoning Review:**

*a. Accessory Use/Structure - Article 7.6*

The definition is proposed to be updated to be for an Accessory **Building** rather than **Structure** to make the terminology in the ordinance consistent. Board agreed all in favor of grammar change.

Dr. Hutton was directed to come up with a wording for the definition of non-commercial dry storage as a **use** that can be listed as a primary use in Table 1. This would be non-commercial dry storage not to be used as a dwelling. It would be allowed by Special Exception in Con, WR, and R2 and as a Permitted Use in all other districts.

*b. Manufactured Homes, Home Parks & Camping Trailer Parks – Article 10*

Article 10.1 (a) Discussion ensued regarding changing the period of one year to one hundred and (180) days.

Chairman Durgin was concerned if individuals used campers as dwelling units it could become a liability issue for the town because they are not allowed by the building code.

The board agreed to remove Article 10.1 (d).

*c. Zoning on Hodgdon Road & Crossmill Road*

Chairman Durgin would like to see a 500' band of R1 measured from Crossmill Road. The Board directed Dr. Hutton to prepare working maps for the next meeting.

#### **4. Other Business - Conceptual Site Plan Review – Informal Discussion**

There were three individuals' present representing potential land owners on South Road Attorney Regina Nadeau, Attorney Dan Luker, and Tim Bernier.

Attorney Dan Luker began the conversation about a potential buyers plan to build a United Parcel Service (UPS) Northfield Distribution Center. Attorney Luker was trying to find out how much time does the approval process take and wanted to know if the Board had any concerns prior to them submitting an application.

Attorney Luker explained that the Distribution center would have about 25 shipments per day with most of them being between the hours of 9:00 PM and 5:00 AM, and possibly a few deliveries during the day. The Warehouse would have a conveyor belt that ran down the middle of the building and they would park 30 delivery vehicles inside on each side of the belt and a crew would come in from 4:00 AM to 9:00 AM to pack the delivery vehicles.

Attorney Luker asked the Board if they viewed this as a regional impact. Mr. Crowley stated yes we would have to because of the entrance to Route 140. Attorney Luker stated okay that is what we want to find out now so we will list it out as Regional Impact, because Tilton and Belmont will want to know. There was consensus amongst the Board members that the project would constitute a Development of Regional Impact. Mr. Crowley asked if they have talked to the State of New Hampshire about the additional traffic this would bring on Route 140. Mr. Bernier stated this should not stress the traffic movements since the drivers would be leaving after rush hour traffic and arriving back to the Distribution Center between 6:30 PM and 7:00 PM.

Chairman Durgin asked about the percentage of lot coverage and Mr. Bernier said it would be around 45%. Chairman Durgin also asked about lighting and Tim Bernier said that they can provide a lighting plan.

Mr. Bernier stated that they would like to start construction in the spring weather permitting.

Attorney Luker stated he hoped to have a complete application by November 4<sup>th</sup> meeting. The Board asked if it was possible if they could get an application to us by the October 7<sup>th</sup> meeting even if it wasn't complete to help speed up the process, and that the Board could have Bi- Weekly meetings if need be to answer any questions prior to final approval. Attorney Luker said he would do his best to get an application in for the October meeting and was hoping to get final approval by December 2<sup>nd</sup> meeting.

**Durgin** asked the public if they had any input; no members present.

**The next meeting will be October 7<sup>th</sup>.**

There being no other business, meeting adjourned at 8:17 pm

**Minutes approved on October 7th, 2019**