



TOWN OF LITCHFIELD, NH - PLANNING BOARD

LITCHFIELD TOWN HALL • 2 Liberty Way, Suite 1 • Litchfield, NH 03052-2345

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Plan Review

Form containing project details: PROJECT NAME: Colby Farm Site Plan, CASE NUMBER: [blank], MEETING DATE: 3/3/26, APPLICANT(s): Morgan Road Investments, LLC, APPLICATION TYPE: [checked] (SP) Site Plan, APPLICATION STATUS: [] Accepted, [] Approved, [] Extension to: [blank], EXECUTIVE SUMMARY: The applicant seeks to develop 86 multi-family townhouse units... BACKGROUND: TAX MAP/LOT: Map 21 Lot 4, AREA: 25.261-acres; 1,100,374 sq. ft, EXISTING LAND USE: Vacant



STEEP SLOPES: No			
ROAD ACCESS (FRONTAGE):	Albuquerque Ave. & Charles Bancroft Highway (Route 3A)		
CLOSEST INTERSECTION:	Colby Road		
ZONING DISTRICT(S):	Northern Commercial/Mixed Use		
OVERLAY DISTRICTS:	<input checked="" type="checkbox"/> Aquifer	<input checked="" type="checkbox"/> Wetlands	<input checked="" type="checkbox"/> Floodplain
FEMA 100-YEAR FLOOD HAZARD ZONE?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
WATER BODIES:	<input checked="" type="checkbox"/> Shoreland Protection	<input type="checkbox"/> Merrimack River	(<input type="checkbox"/> CC: LMRLAC)
OTHER PERMITS AND APPROVALS			
<input type="checkbox"/> Special Exception(s)	<input type="checkbox"/> Waivers	<input type="checkbox"/> Variance(s)	<input type="checkbox"/> Easement(s) <input type="checkbox"/> Excavation Permit
<input checked="" type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Condo Documents	<input checked="" type="checkbox"/> State Permits	<input checked="" type="checkbox"/> Road Cut <input type="checkbox"/> Road Bond
STATUS NOTES: NHDOT Driveway Permits; NHDES Septic approvals & NHDES AOT.			

COMPLETENESS/APPLICATION ACCEPTANCE

1. All information needed to complete the application review has been submitted – **Yes**.
2. Plan notes should be amended to address the following errors or omissions:
 - Note 2 on sheet 1 should be amended to reflect the need for a Conditional Use Permit.
 - Note 6 on sheet 1 should be amended to reflect new parking standards (SP Regulations 120.14.)
3. Elements either missing from submission or in need of a waiver request:
 - Application for a Conditional Use Permit.
 - Fiscal Impact Study as required under Zoning Ordinance Section 803(e)(8).
 - Timing and phasing plan for both the residential and commercial portions of the site.
 - The site does not appear to contain any dedicated internal open/greenspace. Note that not less than 20% is required under Zoning Ordinance Section 803.00(e)(7).

STAFF TECHNICAL COMMENTS AND MEETING REVIEW HISTORY

Overall, the application package is comprehensive and sufficiently complete for plan acceptance. A more comprehensive review will need to be completed for the following aspects of the plan:

- Traffic impacts, site access and proposed off-site improvements.
- Road plans/profiles and engineering details.
- Stormwater management.
- Fiscal impact.
- Consistency of proposed building designs and sight layout with the Supplemental Design Guidelines for the Mixed Use Development Alternative (SPR Section 120.15)

General observations and comments are provided in greater detail below.



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- 86 residential units are proposed whereas 101 units could be permitted at the allowed density of 4 units per acre.
- The 18,035 sq. ft. of commercial proposed exceeds the 8,600 sq. ft. required under the ordinance, thereby increasing the likelihood that there would be a positive fiscal impact.
- The parking provided for both the proposed residential and commercial uses exceed that which is required.
- Sidewalks are proposed along internal roads, between residential uses and commercial portions of the site and along 3A, and internal sidewalks would connect to the existing Albuquerque side path resulting in a well-connected pedestrian circulation network consistent with the requirements of Section 803.00(e)(11) of the Zoning Ordinance and 120.15.1. of the Site Plan Review Regulations.
- Vehicular connections between the commercial and residential portions of the site are provided which, taken together with the proposed sidewalk network, create strong connections between the residential and commercial portions of the site.
- The traffic generation projected for the development in the Traffic Study for the 2026 Opening Year and 2036 Design Year appears reasonable and the proposed widening of Albuquerque at 3A to create dedicated right and left turn lanes does appear to mitigate impacts to that intersection to a large degree, thereby avoiding the need for a signalized intersection. The proposed right-in/right-out access to the site from 3A is positive in that it avoids having northbound traffic on 3A having to make a right turn on Albuquerque and another right turn from Albuquerque into the site. Access to the site for southbound traffic on 3A, however, would need to turn left onto Albuquerque and then take an immediate right to access the site. This could create conflicting turning movements and traffic back-ups at peak hours. It would be helpful to have the applicant simulate or model traffic would flow in this area at peak hours including anticipated stacking.
- The landscaping proposed along 3A, within the commercial portions of the site and in front of the residential units appears to be adequate, however, the landscaping plan does not indicate whether trees are proposed along internal streets as required under Site Plan Review Regulations Section 120.15.5(2). In addition, a landscaping detail should be provided for the area between the proposed residential units and Albuquerque Ave. where adequate screening is required under Site Plan Review Regulations Section 120.15.2(7).

Additional questions and concerns.

- Whether a waiver would be required from Section 730.01 of the Subdivision Regulations is required to allow a driveway (for the commercial development) to take access from Albuquerque.
- A timing & phasing plan for both the commercial and residential portions of the development must be provided as required under Section 803.00(e)(10) of the Zoning Ordinance as noted previously. This is intended to help ensure that a fiscal balance is maintained throughout various phases of development.
- It does not appear that any park benches, picnic tables, bike racks, landscape features, or other similar amenities are provided as encouraged under Site Plan Review Regulations 120.15.5(5). Note that proposed Stormwater Management Area A could offer the opportunity to function as a site feature as described in Site Plan Review Regulations Section 120.15.5(6).
- It does not appear that the proposed commercial building designs are consistent with Section 120.15.4 – Architectural Design Requirements, of the recently adopted Supplemental Design Guidelines for Mixed Use Village Development Alternative. Subsection 1 of that section states that *“Buildings should be designed to reflect traditional New England building types.”* Subsection 2 states that *“Brick, natural stone, wood clapboard or painted or stained wood shingles/shakes are preferred materials for new construction; however, materials that effectively mimic these materials may be used.”* The proposed building designs appear to



reflect contemporary rather than traditional New England building types in terms of building materials, colors, and detailing. Further, it is unclear whether the fiber cement siding proposed for most of the exterior surface of the buildings is intended to mimic clapboard which typically has a smooth surface, or whether it has a rough or heavily grained surface as is common in that material.

ACCEPTANCE AND APPROVAL PROCEDURES

1. Board determines application completeness with input from staff
2. Board acts to accept or deny acceptance (staff recommendation: **Accept application**)
3. Board determines whether the application is a development of regional impact.
4. Chair opens Public Hearing
5. Presentation by Applicants
6. Receive Public Input
7. Board questions and comments
8. Board discussion/other issues
9. Review and act on waivers or continue to a date and time certain. Submitted Waiver Requests include: **NA**
10. Close public hearing and act on approval, conditional approval or denial or continue Public Hearing to a date certain (**staff recommendation: Continue to date certain**)

STANDARD CONDITIONS OF APPROVAL

- | | |
|---|---|
| <input checked="" type="checkbox"/> Plan copies with professional seals & signatures | <input type="checkbox"/> State Permits – |
| <input checked="" type="checkbox"/> Original Mylar with professional seals & signatures | <input checked="" type="checkbox"/> Curb-cut, |
| <input type="checkbox"/> Electronic submission per regulations (As-builts as required) | <input checked="" type="checkbox"/> Subdivision (Sub Surface/Septic), |
| <input checked="" type="checkbox"/> All fees paid, and escrow maintained as required | <input checked="" type="checkbox"/> Wetlands – Dredge and Fill, |
| <input type="checkbox"/> Bond estimate (where applicable) | <input checked="" type="checkbox"/> Alteration of Terrain |
| <input type="checkbox"/> NPDES NOI | <input type="checkbox"/> Shoreland Protection |
| <input type="checkbox"/> Changes to Plat as detailed in minutes and this report (List): | |