

**Pittsfield Planning Board  
Town of Pittsfield  
85 Main Street  
Pittsfield, NH 03263**

**AGENDA – January 18, 2024**

**ITEM 1.** Call to order – 7:00 P.M.

**ITEM 2.** Roll call

**ITEM 3.** Request to continue this public hearing until the next meeting (February 8, 2024), has been received from Scott Frankiewicz, of NH Land Consultants, PLLC.

**Major Subdivision application PB 2024-001 OTMF, LLC/Michael Fairbrother – R17-2, 1253 Upper City Road.**

Notice is hereby given in accordance with RSA 676:4 & 675:7 that application PB 2024-01, for a 3-lot Subdivision by NH Land Consultants, PLLC (683 1<sup>st</sup> NH TPK., Northwood, NH 03261) and OTMF, LLC/Michael Fairbrother (1253 Upper City Road, Pittsfield, NH 03263), on property owned by OTMF, LLC will be submitted to the Pittsfield Planning Board on Thursday, January 11, 2024, at the Pittsfield Town Hall - 85 Main Street, Pittsfield NH, during a regular meeting of the Board which starts at 7:00 PM. Subject property is located at 1253 Upper City Road, Tax Map R 17, Lot 2, in the Rural Zoning District.

Upon a finding by the Board that the application meets the submission requirements of the Town of Pittsfield subdivision regulations, the Board will vote to accept the application as complete, and a Public Hearing on the merits of the proposal will follow immediately.

Should a decision not be reached at the Public Hearing, this application will stay on the Planning Board's agenda until it is either approved or disapproved.

Application materials are available for review at Pittsfield Town Hall, 85 Main Street during normal business hours.

**ITEM 4.** Public Hearing on Proposed Zoning Amendment 1.

Pursuant to RSA 675:7 I-a, you are hereby notified that a Public Hearing will be held on Thursday, January 11, 2024, at Pittsfield Town Hall – 85 Main Street, beginning at 7:00 PM, to consider placing the following amendment to the Zoning Ordinance on the 2024 Town Warrant:

**2024 PROPOSED Zoning Amendment 1:**

Are you in favor of the adoption of Amendment No. 1 as proposed by the planning board for the town zoning ordinance as follows:

**ADD** to and **REMOVE** from Article 17 – Flood Plain Management:

4. Definitions:

**Add** - Flood Opening means an opening in a foundation or enclosure wall that allows automatic entry and exit of floodwaters. See FEMA “Technical Bulletin 1, Openings in Foundation Walls and Walls of Enclosures.”

**Add** - Highest adjacent grade means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

**Add** - “Mean sea level” means, for the purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD) of 1988, or other datum to which base flood elevations shown on a community’s Flood Insurance Rate Maps are referenced.

**Add** - “Substantial Improvement” means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage,” regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local enforcement official and which are the minimum necessary to assure safe living conditions; or
- b. Any alteration of a “historic structure,” provided that the alteration will not preclude the structure’s continued designation as a “historic structure.”
- c.

**Remove** - means any combination of repairs, reconstruction, alteration, or improvements to a *Structure* in which the cumulative cost equals or exceeds 50 percent of the market value of the *Structure*. The market value of the *Structure* should equal (1) the appraised value before the start of the initial repair or improvement or (2) in the case of damage, the value of the *Structure* before the damage occurred. For the purposes of this definition, *Substantial Improvement* is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the *Building* begins, whether or not that alteration affects the external dimensions of the *Structure*. “*Substantial Improvement*” includes any combination of repairs, reconstruction, alteration, or improvements to *Structures* that have incurred *Substantial Damage*, regardless of actual repair work performed. “*Substantial Improvement*” does not, however, include any improvement of a *Structure* required to comply with existing health, sanitary, or safety code specifications that are solely necessary to assure safe living conditions, or any alteration of a *Historic Structure* if the alteration

**Add** - North American Vertical Datum (NAVD) of 1988 to “Water Surface Elevation”

8. Certification

**Add** - 1. mean sea level

**Remove** – 1. the North American Vertical Datum of 1988

**Add** - 3. mean sea level

**Remove** – 3. the North American Vertical Datum of 1988

#### 11. Special Flood Hazard Areas

**Add** - (a) (2) Where a base flood elevation is not available or not known for Zone A, the base flood elevation shall be determined to be at least 2 feet above the highest adjacent grade.

**Add** – (4) (C) flood

#### 12. Appeals and Variances

**Remove** – (b)

Copies of the full text of the 2024 Zoning Ordinance Amendment proposed by the Planning Board are available for viewing at Town Hall- 85 Main Street, and Pittsfield Post Office – 2 Elm Street, during normal business hours, and on the Town of Pittsfield website at [www.pittsfieldnh.gov](http://www.pittsfieldnh.gov).

If inclement weather, the Public Hearing will be held on January 12, 2024, at Town Hall, 85 Main Street, at 7:00 PM. A notice shall be posted on the front door of Town Hall announcing the meeting cancellation on January 11<sup>th</sup> and the continued meeting date on January 12<sup>th</sup> at 7:00 PM.

Should an additional Public Hearing be needed, the additional Public Hearing will be scheduled for Thursday, January 25, 2024, at 7:00 PM at Town Hall, 85 Main Street, Pittsfield.

If inclement weather on January 25, 2024, the Public Hearing will be held on January 26, 2024, at Town Hall, 85 Main Street at 7:00 PM.

Questions may be directed to Bonnie Theriault at Town Hall, via email: [btheriault@pittsfieldnh.gov](mailto:btheriault@pittsfieldnh.gov), or 603-435-6773 Ext. 3.

**ITEM 5.** Site Plan Review application PB 2023-013, U6-42 16 Lyford Hill Road owned by 422 Merrimack Street., LLC from December 14, 2023, and January 11, 2024 - applicant has decided to go to the ZBA for a variance for the parking.

Planning Board will hold a meeting pursuant to RSA 676:4, I, (c), (1), to determine whether a submitted application PB #2023-013 for Site Plan Review approval is complete according to the board's regulation. The time and place of the original meeting was **Thursday, December 14, 2023, during the regularly scheduled Planning Board meeting that starts at 7:00 P.M.**, at the Pittsfield Town Hall, 85 Main Street, Pittsfield, NH. The name and address of the applicant are 422 Merrimack Street, LLC., 95 Raymond Road, Auburn, NH 03032. The proposal is a Site Plan Review for a change of use to allow an apartment in the basement of the existing 4-family building, located at 16 Lyford Hill Road, identified as Tax Map U6, Lot 42, in the Suburban W & S Zoning District.

The property is owned by 422 Merrimack Street, LLC., 95 Raymond Road, Auburn, NH 03032.

The application for Site Plan Review is on file for public inspection at the Town Hall, 85 Main Street, Pittsfield, NH.

## Notice of Public Hearing on the Merits of an Application for Site Plan Approval

If the Pittsfield Planning Board determines that 422 Merrimack Street, LLC's, application PB #2023-013 for Site Plan approval is complete at the above-noticed meeting, then the board will hold a public hearing pursuant to RSA 676:4, I, (c), (1); RSA 676:4, I, (e); the Town of Pittsfield Site Plan Review Regulations, section III; and the Town of Pittsfield Subdivision Regulations, article 5, section 1, (d), and article 5, section 4, (a) on the merits of the application immediately after the board's completeness determination. The board will not give additional notice of a continuance of the merits hearing to a later meeting.

**ITEM 6.**      **Public Input**

**ITEM 7.**      **Members Concerns**

**ITEM 8.**      **Minutes**

**ITEM 9.**      **Adjournment**