

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on October 3, 2017

minutes approved on 10/17/2017

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, October 3, 2017 at 7:00 p.m.

MEMBERS PRESENT: Tom Young (Chairman), Kimberly Queenan, Joe Blanchette, (alternate), Steve Perry (Selectmen's Rep.),

MEMBERS ABSENT: Matt Shoemaker (Vice-Chairman), Mike Croteau, Dave Samuel, Tyler Perrin

ALSO PRESENT: Joan McKibben (P.B. Admin. Assistant), Jen Czysz (Assistant Director NRPC)

CALL TO ORDER

Mr. Young called the meeting to order at 7:05 p.m. and led the Board in the Pledge of Allegiance.

Roll call of members.

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

Demolition Review Ordinance and Heritage Commission Proposal

Kim Q. presented the comments after meeting with the Town Administrator, Troy Brown on 9/26. Troy approached the changes from a voter's view point. There is no decision at tonight's meeting, just review.

A suggestion to modify the square foot of structure proposed for demolition from 500 sq. ft to a number smaller to include things like town pound or other old structures and perhaps older than 50 years since a lot of houses were built in 60's and 70's.

Joe B. questions what else the Heritage Commission can do?

A Heritage Commission can identify and discuss historic, cultural and architectural resources that exist in Litchfield. They can advise other boards. Heritage Commissions

have access to grant money to research and create an inventory of historical buildings and sites.

One possibility is to start with a Heritage Comm. so they can become familiar with the structures in town. Then proceed to a demolition ordinance.

It is also possible to delegate to the Planning Board for demolition permits.

The demolition ordinance needs the Heritage Commission as part of the flow of the permit. Both items need to go to town meeting in March.

The discussion centered on if one passes and the other does not.

The board decided to go with two warrant articles this year. One for demolition ordinance and one for Heritage Commission.

Jen will check with town counsel on the wording of the warrant articles.

Steve P. suggests Kim come to the Selectmen's meeting to discuss why a Heritage Commission is needed. Kim should call for an appointment at the Sept. 23 Selectmen meeting.

Accessory Dwelling Units (ADU) - Zoning

Tom Y. appoints Joe Blanchette as a voting member for the remainder of the meeting. Some edits were recommended by Town Counsel. Section 507.05 b. A Certificate of Compliance is being struck from the ADU ordinance.

Joe B. makes a MOTION to send the ADU change to public hearing on December 5, Kim Q. seconds the motion. The motion passes 4-0-0.

Site Plan Regulations

Town Counsel had additional edits to the site plan regulations.

Regarding lighting the Planning Board can require new structures/developments adhere to this ordinance but cannot require it of existing sites.

163.4 General Standards for External Lighting shall be simplified to state "Lighting and lights shall be shielded or buffered to prevent off-site glare, sky-glow and light trespass".

Joe B. makes a MOTION to send the site plan regulation amendments to hearing on Dec. 5. Kim Q seconds the motion. The motion passes 4-0-0.

Community Design

Jen will be emailing the subcommittee with instructions for the photo exercise and reminder to review the master plan. For the 10/17 meeting she will have a "what we value summary".

Groundwater Management Zone

The Selectmen asked the Planning Board to look at this.

It was determined that it might be better as a health ordinance. The idea was to restrict new drinking water wells do to concerns with PFOA.

September 19, 2017 Minutes

Kim Q. makes a MOTION to approve the Sept. 19 minutes as written.

Tom Y. seconds the motion. The motion passes 2-0-2

Next Meeting October 17, 2017

Joe B. makes a MOTION to adjourn, Kim Q. seconds the motion.

All in favor. Meeting adjourned at 8:20 p.m.

Respectfully submitted

by J. McKibben