

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on MAY 15, 2018

minutes approved on 6/5/18

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, May 15, 2018 at 7:00 p.m.

MEMBERS PRESENT: Mike Croteau - Chairman, Kimberly Queenan - Vice-Chairman
Joe Blanchette - Clerk, Tony Turecki - Alternate, Steven Webber - Selectmen's Rep.

MEMBERS ABSENT: Tyler Perrin, Dennis Page, Kate Stevens - Alternate

ALSO PRESENT: Joan McKibben (P.B. Admin. Assistant), Jen Czysz (Assistant Director Nashua Regional Planning Commission - NRPC), Cassie Mullen - Planner NRPC
Heidi Miller, Community Design Sub-committee

CALL TO ORDER

Mr. Croteau called the meeting to order at 7:00 p.m. and led the Board in the Pledge of Allegiance. Roll call of members. Tony T. was appointed as a voting member for this meeting.

AGENDA ITEMS:

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

Community Design Chapter Master Plan

Jen reported the updates from the last three meetings have been incorporated into the chapter. Cassie had done the updates.

Under Recreation section Darrah Pond improvements, Historic River's Edge Park, and Liberty Way Park have been updated, sketches of maps with labels and comments have been added.

The Board was asked for comments.

Under multi-family residential Kim Q. mentioned that the Board had talked about condex units. (Condex is a form of ownership). Accessory dwellings are also discussed.

Jen stated they can reference accessory dwellings which are subordinate to a single family home.

Signs

A picture of the new welcome sign will be included.

Comments on commercial business signs will be included. Appropriateness, design related to the section of town should be added. Can't control content of signs.

Several business signs were reviewed. A business sign should be legible while driving at a scale the passerby can read, and tell what the business is. Placards that are changeable were favored over reader board. Goal is to minimize visual clutter.

Flashing reader board is not good but Town ordinance already prohibits this.

Joe B. wanted to discourage small font on a sign and inexpensive plastic as a material.

Mike C. felt the design of a signs along route 3A should blend into the agricultural and new england feel.

A vision and certain aesthetics that you want for your town should be included with the sign information in the master plan. Signage for park areas should be the same type of layout for each park.

Selectman Webber forwarded the members a sample sign from a recent park in Litchfield.

Multi-purpose Bike Path

A picture will be added describing the bike path.

Transportation and Infrastructure

This was included included for reference from the future land use chapter.

The southern connection for Albuquerque Ave was discussed as well as a bridge crossing across the Merrimack River.

A bridge crossing would be a State project but the community has an opportunity for input into the project.

Heritage Commission

Possible to make mention that the commission was established this year at town meeting.

Escrow Refund

The escrow fund for R. Charbonneau lot line adjustment can be refunded plan approved 2/6/18 and recorded at HCRD 3/12/18.

Joe B. makes a MOTION to refund the remaining escrow funds to R. Charbonneau for the lot line adjustment on map 18. Kim Q. seconds the motion. Motion carries 5-0-0.

Committee Reports

May 17 Planning Bd. basics at NRPC

June 11 Round table discussion with other planning boards 6:30 pm at NRPC

Approval of Minutes

Joe B. makes a MOTION to approve the 5/1/18 minutes as written. Kim Q. seconds the motion. Motion carries 5-0-0.

Next Planning Board meeting is June 5, 2018

Joe B. makes a MOTION to adjourn, seconded by Steven Webber. All in favor.
Meeting adjourned at 8:15 p.m.

Respectfully submitted
J. McKibben