

**LITCHFIELD PLANNING BOARD**

January 4, 2011

Minutes approved 3/15/11

**Members present:**

- Edward Almeida, Chairman
- Leon Barry
- Frank Byron, Selectmen's Representative
- Bob Curtis
- Barry Bean

**Members not present:**

- Carlos Fuyertes
- Jayson Brennan
- Joel Kapelson, Alternate
- John Miller, Alternate

**Also Present:**

- Joan McKibben, Administrative Assistant
- Steve Wagner, Nashua Regional Planning Commission, Sr. Planner, Circuit Rider
- Kevin Lynch, Code Enforcement, Building Inspector

**AGENDA**

1. Interview Mike Croteau for alternate position on the Planning Board
2. Public Hearing for new zoning section 507.00 Accessory Dwelling Units

The meeting is called to order at 7:10 p.m.

**1. Interview with Mike Croteau**

The Chairman explains there is an alternate position open. Mike is currently a member of the Litchfield Conservation Commission. He has an interest in public policy and law. He is also interested in protection of natural resources in the Town. He has a law degree and a masters in public administration. Mike stated he would have time to attend Planning Board meetings. The Board invited Mike to stay for the rest of the meeting.

**2. Public Hearing for Accessory Dwelling Units (ADU)**

There are no members of the public present. Comments from Town Counsel are reviewed.

Mr. Wagner presents the definition sections from Nashua, Pelham and Merrimack regarding accessory dwelling units.

Mr. Wagner suggests changing the Litchfield ADU to say not used for rental purposes.

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Mr. Almeida feels the ordinance should clearly define family

Mr. Lynch discussed the load on sub-surface septic system. He would have the applicant design the system to handle the load.

Mr. Almeida thought the ordinance should clarify dwelling unit.

Mr. Wagner: dwelling unit is defined in section 200.07 of the zoning Dwelling Unit A single unit providing complete independent living facilities for one or more persons with permanent provisions for living, sleeping, eating, cooking and sanitation.

Mr. Almeida restated at a minimum the Board should define family.

Mr. Almeida is not comfortable taking the ADU to the voters in this form.

Leon Barry **MOTIONS** to table the ordinance for Accessory Dwelling Units so changes can be made. Mr. Curtis seconds.

The motion carries 5-0-0.

The Board felt they will continue to clarify the ordinance and bring it to the voters next year.

Leon Barry **MOTIONS** to accept the 12/14/10 minutes as amended. Mr. Bean seconds the motion. Motion carries 4-0-1.

Ms McKibben will compile the attendance record at meetings for the past year.

The nomination of Mike Croteau was discussed. The Board felt he would be a good match for the Planning Board.

Mr. Almeida **MOTIONS** to nominate Mike Croteau to the Board of Selectmen for a position as alternate to the Board. Mr. Bean seconds the motion.

Motion carries 5-0-0.

The next meeting will be January 18 a work session to explain Planning Board procedures to new members.

Ed Almeida **MOTIONS** to adjourn at 9:25 p.m. Mr. Byron seconds the motion.

Motion carries 4-1-0

Minutes transcribed by J. McKibben

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Ed Almeida

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Frank Byron

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Barry Bean

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Bob Curtis

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Leon Barry