

**LITCHFIELD PLANNING BOARD**

December 14, 2010

Minutes approved 1/04/11

**Members present:**

- Edward Almeida, Chairman
- Leon Barry
- Steve Perry, Selectmen’s Representative
- Bob Curtis
- Barry Bean
- Joel Kapelson, Alternate (non-voting)

**Members not present:**

- Carlos Fuertes
- Jayson Brennan
- John Miller, Alternate

**Also Present:**

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

**AGENDA**

Accessory Dwelling Units work session

Approve Minutes

Chairman Almeida called the meeting to order at 7:07 p.m.

Mr. Wagner presented to the Board a draft section 507.00 Accessory Dwelling Units (ADU). This draft has incorporated comments from Mr. Lynch.

The purpose of the zoning amendment is to allow “in-law apartments” to provide alternative housing opportunities for the owner occupant and family members wanting to reside in the Town. The owner shall occupy the principal or secondary dwelling unit and the remaining dwelling unit shall be occupied by a family member.

The Accessory Dwelling Unit is subordinate to the principal dwelling unit (single family residence). Detached and multiple ADUs are not permitted.

Section 507.04 c. the wording for basements will be taken out. The Building Inspector will handle basement situations, there are standards for egress from a basement.

Sections d, e, f remain unchanged.

1  
2 Section g. requires adequate off-street parking from the existing access.  
3  
4 Section h. requires the owner file and record at the Registry of Deeds a deed restriction  
5 indicating the presence of an ADU. It shall also include the requirement for owner occupancy.  
6  
7 Section i. requires a certificate of compliance for each change of ownership if the owner chooses  
8 to continue the ADU.  
9

10 Leon Barry MOTIONS to send the ordinance for Accessory Dwelling Units to public hearing on  
11 January 4, 2011. Barry Bean seconds the motion. The motion carries 4-1-0.  
12

13 Ms. McKibben will forward the revised ordinance to Town Counsel for comment.  
14

15 Approval of Minutes

16  
17 Ed Almeida MOTIONS to accept the corrected minutes of 11/16/10.  
18 Bob Curtis seconds the motion. Motion carries 3-0-2  
19

20 Leon Barry MOTIONS to accept the corrected minutes of 12/7/10.  
21 Bob Curtis seconds the motion. Motion carries 4-0-1.  
22

23 There being no further business Mr. Bean MOTIONS to adjourn.  
24 Mr. Curtis seconds the motion. All in favor.  
25

26 The meeting adjourns at 8:40 p.m.  
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28 Minutes transcribed by J. McKibben  
29

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32 Edward Almeida, Chairman

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34 \_\_\_\_\_  
35 Leon Barry

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37 \_\_\_\_\_  
38 Steve Perry

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40 \_\_\_\_\_  
41 Bob Curtis

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43 \_\_\_\_\_  
44 Barry Bean

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46 \_\_\_\_\_  
Joel Kapelson