

**PLANNING BOARD MEETING
TOWN OF LITCHFIELD**

Held on February 19, 2013

approved 3/26/2013

The Litchfield Planning Board held a meeting in the Town Hall conference room 2 Liberty Way, Litchfield, NH 03052 on Tuesday, February 19, 2013 at 7:00 p.m.

MEMBERS PRESENT: Russ Blanchette (Chair), Bob Curtis (Vice), Thomas Young, Leon Barry, Frank Byron, Selectmen's Rep.- arrived at 7:55 p.m., Michael Croteau - arrived at 7:16 p.m., Mike Caprioglio (Alternate)

ALSO PRESENT: Jen Czysz (NRPC Senior Planner),

CALL TO ORDER

Mr. Blanchette called the meeting to order at 7:14 p.m. and joined the Board in the Pledge of Allegiance.

Road Acceptance Procedures - Jen has revisions to all of the drafts all are on the google site for planning board as well. There are five different documents to review. It does make sense to keep the sections the way they are. Jen went over the various sections regarding roads and bonding.

The steps for getting a road accepted were discussed. There are 14 steps that will apply to subdivision or site plan roadways. A major revision is currently full street occupancy has to be obtained the revision would say an inspection on the base course and two winters have passed and 80% of the lots are at occupancy. After successful inspection and 80% occupancy the wearing course can be applied. Instead of the maintenance bond remaining in effect for two years the change would be maintenance bond remains in effect for at least 2 years and will be extended until subdivision is 100% complete.

Occupancy = the certificate of occupancy is issued.

Subdivision changes are discussed section 730.05 Paving.

Site Plan Regulations section 120.1.4 f changes to make it consistent with subdivision regulations.

Appendix A section 5.1 Maintenance Bond is at least 2 years and is to be extended until full completion of site plan improvements or full street occupancy is achieved for a subdivision.

Maintenance Bond section c 1. substantial changes are being made.

There was discussion on public vs. private roads.

Mr. Young wanted the private roads covered and built the same way town roads are.

Specific questions will be addressed to Mr. Caron (consulting engineer).

Appendix C added - The road may be accepted by the Board of Selectmen only after the release of the performance guaranty/bond and once an adequate maintenance bond has been furnished to the Town in conformance with Appendix A.

How Survey results relate to the Master Plan

Jen stated: We looked at the survey results and the vision statements in the major goals. There were things captured in the survey that might not be in the vision statements which may cause revisions in the m.p. vision statement.

Now that 10 years have passed since the master plan update to what degree are items still relevant. If you are using the survey to see what actions should happen next it makes sense to go through the list. It is up to the board to see what they want to do next.

Bob Curtis stated he didn't know how to differentiate the different goals, he felt they all looked like high priority.

Jen: Let's come with ideas on how we are using this:

1. Reflect the survey results
2. Feasibility
3. Actions the Planning Board can affect
4. The Board will rate the survey results

Update on Impact Fee Status

Currently no update.

Approve 1/22/2013 minutes

A motion to approve the Jan. 22 minutes was made by B. Curtis and seconded by T. Young. **Motion passes 7-0-0**

Leon Barry makes a motion to adjourn. M. Croteau seconds. All in favor
The meeting is adjourned at 9:06 p.m.