

PLANNING BOARD PUBLIC MEETING

TOWN OF LITCHFIELD

Held on May 6, 2014

Minutes Approved 5/20/2014

The Litchfield Planning Board held a meeting in the Town Hall conference room 2 Liberty Way, Litchfield, NH 03052 on Tuesday, May 6 at 7:00 p.m.

MEMBERS PRESENT: Michael Caprioglio (Chair), Tom Young (Vice Chair), Russ Blanchette, Bob Curtis, Frank Byron, and Mike Croteau (7:45)

MEMBERS ABSENT: Joel Kapelson, Jason Guerrette (Alternate) and Kevin Bourque (Selectmen's Rep)

ALSO PRESENT: Jen Czysz (NRPC Senior Planner), Joan McKibben (Administrative Assistant)

CALL TO ORDER

Mr. Caprioglio called the meeting to order at 7:00 p.m. and led the Board in the Pledge of Allegiance.

Public Input:

No members of the public present

1) Moose Hollow Drive Update

Kevin Lynch came in front of the Board brought the Board up to date by mentioning that last year they tried to to get the builder back to finish the road but he backed out completely, what was going to happen was that the cul-de-sac was being removed, the drainage fixed. We brought our Town Engineer in with a checklist to see what needs to be done. Kevin mentioned that the town was told this was going to be done this summer. Kevin stated that they are going to pursue this with the builder and start reminding him that is what he said and the town expects and wants to get things going. Kevin stated that the cul-de-sac is

going, the first part of Moose Hollow up to that part is all done, from that point on the drainage was changed from the original plans which has now been corrected. Mr. Caprioglio asked if when the original plans were done when the road was done, the plan was to have the cul-de-sac removed. Kevin stated that this was correct. Kevin stated that we have a road bond and once the road is done we will have a one year maintenance bond. With the permission of the Board Kevin will send out a letter to the builder. Mr. Byron stated there should be a firm date in the letter and he should be held to that.

2) Impact Fee Re-Worked Ordinance Work Session

Jen shared the revised documents. Jen reviewed the outline with the Board. Jen went over how it is currently structured and how it is proposed as a re-organized Ordinance.

1300.00 Impact Fees

1300.01 - Authority

1300.02 - Intent and Purpose

1300.03 - Applicability and Rules of Construction

1301.00 - Definitions

1302.00 - Imposition of Impact Fees

1303.00 - Authority Retained

1304.00 - Impact fee Methodology

1305.00 - Administration of Funds Collected

1306.00 - Severability

1307.00 - Effective Date

Jen asked the Board which outline they preferred to use and the board chose the re-organized version of the outline.

The Board reviewed and discussed the following sections of the Reorganized Draft Zoning Ordinance.

1301.06 - Public Capital Facilities

1302.02 - Computation of Impact Fees

1302.05 - Waivers

1304.02 - Establishment Review & Change of Assessment Schedules

(a) (b) (c) and (d).

1302.03 - Payment of Fees

Jen will make the last set of revisions and have at the next Planning Board Meeting.

Approve minutes of April 15, 2014

Motion: by Mr. Young to approve the minutes of April 15, 2014

Second: Mr. Blanchette

Vote Passes: 5-0-1

Other Business

Mr. Byron mentioned to the Planning Board that under state law the Planning Board is the approving facility for all excavations in town. Mr. Byron stated that he does not believe that the excavations that have been approved have been looked at for many many years. Frank explained that each of those excavations should have in the files their list of what they are going excavat, how they are going to excavate, scope and extent of excavation, how they are going to recover it and they should also have how they are bonding this, so that if they were to go bankrupt (for example) the Town would be able to pull the bond and have sufficient monies to be able to recover the land and bring it back to a suitable condition. Mr. Byron strongly encouraged the Planning Board to pull those documents, review them and consider arranging field trips with the developers or the owners of excavation to review their application to the Planning Board, which was approved at some point in the past with what is actually in the field, so you do not have a situation where the developer is now gone and done something that you have no data on.

Mr. Byron stated that it is the Planning Board's authority to manage these under the Excavation Ordinance. Mr. Byron mentioned that it is also a good exercise that the Planning Board knows what is on those plans and understand what these guys are supposed to be doing and how the Town should be protected. Joan will get a list of the excavation bonds and see what is active and what is not. The Board asked Joan to put this on the agenda for the next Planning Board meeting.

Meeting schedule for the Summer:

Mr. Caprioglio stated that during the Summer they will be meeting once a month. The meetings that are cancelled are Tuesday, June 17th; Tuesday, July 1st and Tuesday, August 19th.

Motion: by Mr. Young to Adjourn

Second: by Mr. Young

Vote: 6-0-0

The Next Planning Board meeting will be held on May 20, 2014 at 7:00 pm.

The meeting adjourned at 8:10 pm

Minutes taken by: Donna Baril