

PLANNING BOARD PUBLIC MEETING

TOWN OF LITCHFIELD

Held on October 20, 2015

Minutes approved 11/3/2015

The Litchfield Planning Board held a meeting in the Town Hall conference room 2 Liberty Way, Litchfield, NH 03052 on Tuesday, October 20, at 7:00 p.m.

MEMBERS PRESENT: Tom Young (Chair), Mike Caprioglio (Vice Chair), Russ Blanchette, Jason Guerrette, Michael Croteau

ABSENT: Matthew Shoemaker, Steve Perry (Selectmen's Rep)

ALSO PRESENT: Jen Czysz (Assistant Director NRPC, Circuit Rider), Joan McKibben (Admin. Assistant) Paul Charland (Public)

CALL TO ORDER

Mr. Young 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 wished to speak.

1) Vigeant Subdivision Extension, Tax Map 1, Lots 1 and 2

Mr. Andrew Prolman came in front of the Board to represent Mr. Vigeant regarding extension of the approvals they got last year. Mr. Leonard has had some delays with the Town of Hudson water system that needs to be extended up Route 3A. Mr. Prolman stated that they are just asking for a 1 year extension.

Jen mentioned that the Board has the letter from Attorney Prolman requesting the extension. Jen stated that it is just a matter of procedural that warrants giving a one year extension and a vote to do so. Jen also mentioned that as a point of clarification, that at the time the application was reviewed and approved the Planning Board said they had 12 months to achieve their active and substantial and get things started and if it was not done in one year they could request two 6 month extensions. Back in May

the Planning Board amended that section of the Subdivision Regulations to say an applicant has two years; to be consistent with State Statute. Jen stated that at this point it is just a formality.

Motion: by Jason Guerette to approve the applicants extension.

Second: by Russ Blanchette

Vote passed: 5-0-0 for extension

2) Planning Board Training

With a new Planning Board Member and a Hearing coming up, Jen went through with the Planning Board **Subdivision and Site Plan Application Review: What Applicants Expect, Litchfield Bylaws Applications, Application Hearings, Plan Review Tips and Application Hearings.** Jen presented slides. The Board also discussed landscaping and adequate lighting.

Joan discussed waivers, there is one coming up which is a waiver on escrow and wanted to know what the decision was, to do waivers before the application or after the application acceptance. Jen stated that it was after the acceptance. Jen stated that in the past they have been doing waivers after completion review, and each application was shuffled when the waivers were voted on, generally it has been towards the end, because part of the challenge of determining if a waiver is justified, you need to hear the presentation from the applicant and understand the merits of the case and whether the merit is justified or not. Jen will add to the checklist when to vote on waivers. The Board also discussed signs and regulations.

3) Zoning Housekeeping

Section 200. Definitions. (Structure) Jen stated that they had these 2 little housekeeping items that they had looked at previously. Jen mentioned that the first change was to strike fences from the definition of structure, the rationale was that the definition of structure is important and you can not have a structure in the setback, so including fence in the definition of structure, means your fence around your house can not be on your property line. The Board also discussed Signs and flagpole being struck from structures. Jen mentioned the other item was to correct the Aquifer boundary maps.

Motion: by Jason Guerette to send the zoning changes to public hearing on December 15, 2015

Second: by Russ Blanchette

Vote Passed: 5-0-0

Approve Minutes of September 15, 2015 and October 6, 2015

Motion: by Russ Blanchette to approve the Minutes of September 15 as written

Second: by Mike Caprioglio

Vote Passed: 4-0-1.

Motion: by Russ Blanchette to approve the minutes of October 6 as amended

Second: by Mike Caprioglio

Vote Passed: 3-0-2.

Committee Reports

No committee reports

Any Other Business

Jen mentioned that she went to the Law lecture last week in Concord and went to the Local Regulation of Agriculture Session. Jen mentioned the speakers did a great job.

Joan mentioned that the Selectmen will interview Mr. Charland on November 9th at 6:00 pm.

Motion: by Jason Guerette to Adjourn

Second: by Russ Blanchette

Vote Passed: 5-0-0.

The Next Planning Board meeting will be held on Tuesday, November 3, 2015 at 7:00 pm. All welcome to attend.

The meeting adjourned at 8:30.

Minutes taken by: Donna Baril