

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on September 1, 2015

minutes approved 9/15/2015

The Litchfield Planning Board held a meeting in the Town Hall conference room 2 Liberty Way, Litchfield, NH 03052 on Tuesday, September 1, at 7:00 p.m.

MEMBERS PRESENT: Tom Young (Chair), Mike Caprioglio (Vice Chair), Mike Croteau, and Russ Blanchette

ABSENT: Steve Perry, Matthew Shoemaker, Jason Guerrette and Joan McKibben (Admin. Assistant).

ALSO PRESENT: Jen Czysz (Assistant Director NRPC, Circuit Rider)

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 are present.

1) Master Plan Update

Jen stated that the Board has the last round of first draft edits. At this point every section has been touched upon and updated. Jen stated that she has taken all of the comments and edits from the previous two meetings when they have been discussed, these are fully incorporated as well at this point. Jen explained that the ones that needed required more substantial editing has been highlighted for the Board. Jen stated that they had left off at Current Zoning. The new updates carry on from **Current Zoning and Existing Land use Regulations** it goes into the Zoning Ordinance, what there is in place and all of your other Land Use Regulations, including: **Sign Regulations** (which is included in Zoning), **Subdivision Regulations, Impact Fees, Site Plan Review Regulations, Excavatio**, and then it goes into recent **Zoning and Regulatory** changes, which is just a bulleted list like it has been in the past for updates the Board has completed in the last few years, which is titled **Noteworthy Projects in**

the Last Five Years. Jen mentioned that she only has a bulleted list of what these projects are at this point and could use some help in adding some detail to these. The **Future Land Use** piece has been there for the last few meetings but haven't gotten into it so much in the discussion. The other updated piece is the final two sections starting with **Recommendations For Local Zoning and Regulatory Reform.** Jen stated that this is just an update of what was there, the things that have been completed and accomplished have been deleted, things that were not implemented but potentially still relevant have been left. Jen mentioned that she highlighted a few sections for discussion. Jen mentioned that she ended it with **Other Suggestions for Consideration by the Planning Board.** Jen stated to the board that this is just brainstormed a non edited list of different things she has heard from different people in Town. Many of them came from a conversation she had with Jason before he left to get his thoughts of where things were. The **Conclusion** section is virtually unchanged at this point, but what Jen would say though is that thing on the **Conclusion:** the first paragraph is a good conclusion, the next section that says **Recommendations from the Environmental Research's Chapter,** Jen stated that just make your conclusions just be conclusions, if there are other recommendations from other chapters or other recommendations you have, put them in the **recommendations** sections. Jen stated that this was a high level overview of what has changed since the Board last saw this. The Board went through and discussed and made recommended changes and shared some of their to the above mentioned sections.

2) Multi-Family Design Guidelines

Jen mentioned that this was just a homework assignment and what she had suggested to Joan and Tom before this was placed on the agenda was to go through and exercise to help us visualize what we are talking about. If we are going to write about character we all need to be on the same page as to what that character is and it is easier to articulate once we have the picture, so Jen mentioned that she thought to do a photo show that could be put up on the board of the good, bad and ugly, but we need to do the good, bad and ugly in the context of what is allowed, so when we talk about the ugly there should be no skyscrapers, they are not allowed. We want to say, based on what's in the zoning ordinance for multi-family regulations, what could we possibly see for applications, what is out there that would be allowed under our regulations, but the Board need to narrow in what character is and what single single family environment means to us and what we think the esthetic should be. There is reference in the zoning ordinance that any multi-family proposals has to be compatible and character scale in design with existing homes in close proximity and that it needs to maintain existing single family character. Those are very subjective, it is dealing with the esthetic of what someone's opinion is, so the intent of the regulation is to lay out what those kind of

guideline are. Jen stated that the Board needs to articulate what they are looking to see in terms of massing or building articulation or patterns that you want to see. Jen stated that she printed out a few extra copies of the google pages, there are bullets at the bottom, this is a really short summary list of what is allowed under the zoning ordinance. Jen proposed that everyone on the Board identify and send her three pictures: one of a multi-family development you love or like; the second of multi-family development that you hate or really just do not like and the third image is what you think Litchfield single family character is, something that you like in Town and what you are thinking it should blend with.

Approve Minutes of August 4, 2015

Motion: by Mr. Russ Blanchette to approve the minutes of August 4, 2015 as written.

Second: by Mr. Croteau

Vote Passed: 2-0-2

Committee Reports

Mr. Croteau stated that the Recreation Commission meets at 7pm this Thursday night at Town Hall.

Mr. Young mentioned that on the 16th of September, NRPC will be having the white paper for the pipeline. Jen stated that she believes they are doing on the 9th an information session.

Any Other Business

No other business

The Next Planning Board meeting will be held on Tuesday, September 15, 2015 at 7:00 pm. All welcome to attend. If anyone is interested in volunteering a couple nights a month, The Planning Board is in need of alternate members. The phone number to call is 424-2131.

Motion: by Mr. Russ Blanchette to Adjourn

Second: by Mr. Young

Vote Passed: 4-0-0.

Minutes taken by: Donna Baril

