

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on SEPTEMBER 20, 2016

minutes approved on 10/04/2016

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

MEMBERS PRESENT: Tom Young (Chairman), Matt Shoemaker (Vice-Chairman) Russ Blanchette, Dave Samuel, Kimberly Queenan, Mike Croteau (arrived 7:35 p.m.)

MEMBERS ABSENT: Steve Perry (Selectmen's Rep.), Tyler Perrin (alternate)

ALSO PRESENT: Jen Czysz (Assistant Director NRPC), Cassie Mullen (NRPC Staff) Joan McKibben (P.B. Administrative Assistant)

CALL TO ORDER

Mr. Young called the meeting to order at 7:08 p.m. and led the Board in the Pledge of Allegiance.

Public Input: No Public input on non-agenda items.

Site Plan Regulations Amendments

Site plan sections 115 Definitions, 150 Submission Requirements, 163 External Lighting, 165 Telecommunication Site Requirements, 180 Submission Requirements for Expedited Review, 190 Separability section were all amended to clarify that standards apply to both nonresidential and multi-family development. In addition the lighting section had more images added for residential uses.

Section 501.00 Permitted Uses and 507 Accessory Dwelling Units (ADU)

Amendments have been incorporated to comply with SB146 approved March 16, 2016 which becomes effective June 1, 2017.

The bill includes language that states "A municipality may not require a familial relationship between the occupants of an accessory dwelling unit and the occupants of a principal dwelling unit." The ADU may be rented.

There was lengthy discussion regarding rental vs. non-rental of ADU's.

310.00 Dimensional Requirements

A heading was added to the chart of Minimum Lot Requirements. This heading will be referenced in each of the districts directing the uses back to the chart of dimensional requirements for lot requirements, including setbacks.

Russ Blanchette makes a **MOTION** to take the Accessory Dwelling Units revisions and the chart of dimensional requirements amendments to a public hearing on December 6, 2016. Dave Samuel seconds the motion. Motion passes 5-0-1.

Russ Blanchette makes a **MOTION** to take the Site Plan changes regarding standards that apply to both nonresidential and multi-family developments to a public hearing on December 6, 2016. Dave Samuel seconds the motion. Motion passes 6-0-0.

2017 Budget

Tom Young proposed to increase the line item for seminars and training to \$500 from \$250. The increase is needed for new member training. The total budget request is \$39,618.

A **MOTION** was made by Russ Blanchette to move the budget as amended to the Board of Selectmen. Matt Shoemaker seconds the motion. Motion passes 6-0-0.

Master Plan Update

Cassie M. went over the Population and Housing chapter. Data items have been updated with new figures.

The Board needs to look at the end of document for conclusions and recommendations. Policy direction is need for the document.

Lower Merrimack River Local Advisory Committee (LMRLAC)

Michael Croteau reported that LMRLAC is seeking another representative on the committee from Litchfield. They would like two individuals from each community. The application for the committee can be found at the River Management Program of the State or at the NRPC web site.

The committee works in an advisory capacity their role is to review permit applications within a quarter mile of the Merrimack River. They make recommendations on applications to include but not limited to riverfront impacts.

Nashua Regional Planning Commission (NRPC)

The NRPC commissioners will meet on 9/21/16 at 7:00 p.m. in Merrimack.

Approval of Sept. 6 minutes

Approval of minutes will be deferred until the Oct. 4 meeting to check on a motion made in the Sept. 6 meeting.

Next Planning Board meeting will be Tuesday, October 4 at 7:00 p.m. in the town hall conference room.

Matt S. made a **MOTION** to adjourn at 8:10 p.m. motion seconded by Dave S. Motion carries 6-0-0.

Minutes transcribed by
J. McKibben