

**PLANNING BOARD UNOFFICIAL MEETING NOTES  
TOWN OF LITCHFIELD**

**Held on JULY 18, 2017**

notes approved on

The Litchfield Planning Board held an unofficial meeting due to lack of quorum in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, July 18, 2017 at 7:00 p.m.

**MEMBERS PRESENT:** Tom Young (Chairman), Kimberly Queenan, Joe Blanchette, (alternate)

**MEMBERS ABSENT:** Matt Shoemaker (Vice-Chairman), Mike Croteau, Steve Perry (Selectmen's Rep.), Dave Samuel, Tyler Perrin

**ALSO PRESENT:** Joan McKibben (P.B. Admin. Assistant), Jen Czysz (Assistant Director NRPC)

**Public Input:** No Public present

Jen reviews with members present the draft Charter for the Community Design Subcommittee and the invitation letter to town boards for the subcommittee. Discussion on how to reach members for the subcommittee.

Comments on the charter for subcommittee sent in by Dave S. were discussed.

Demolition Process Research

Kim Q. has done research and created a flow chart regarding demolition of buildings town or private. She still needs to speak with the building inspector and the town administrator.

For input on demolition of town buildings the Selectmen could adopt a resolution and policy. For any other buildings the town would have to adopt a zoning ordinance at town meeting.

There would also need to be the creation of a Heritage Commission, which has enabling legislation by the state.