

Chapter 12

Implementation



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According to RSA 674:2, III, the Master Plan may include the following sections:

“(m) An implementation section, which is a long range action program of specific actions, time frames, allocation of responsibility for actions, description of land development regulations to be adopted, and procedures which the municipality may use to monitor and measure the effectiveness of each section of the plan.”

In terms of the recommended implementation section, the Town of Littleton felt it was important to create detailed actions that will put the new master plan into action. This Chapter will enable the Littleton Planning Board and Board of Selectmen to oversee the completion of the 109 implementation actions of this master plan. Each of these actions was assigned a timeline and a responsible party to assist with future evaluation of the progress on these tasks. A chapter reference has also been included to tie these actions back to their corresponding chapters. This section of the master plan is dynamic and should be reviewed and modified after one year to measure the progress made on the implementation actions.

Implementation Responsibility: Planning Board

<i>Implementation Action</i>	<i>Time Period</i>	<i>Support Agencies</i>	<i>Chapter Reference</i>
Consider site plan review regulations	1-2 years	Selectmen, Conservation Commission	Chapter 3
Consider reducing the required road widths for new development.	1-2 years	Selectmen, Highway Department	Chapter 3
Meet with local merchants to explore the possibility of establishing delivery hours for trucks downtown.	1-2 years	Selectmen, Main Street Littleton	Chapter 8
Promote Best Management Practices (BMPs) so as to reduce nonpoint pollutants	1-5 years		Chapter 3
Require maintenance plans for industrial, commercial and residential surface runoff facilities	1-5 years		Chapter 3
Meet with the School Board to examine ways to incorporate school properties into community life more fully	1-5 years	Selectmen, School Board/SAU, Recreation Department	Chapter 10

When reviewing large scale projects, be alert to the regional impact statute (NH RSA 36:54-58)	1-5 years	Selectmen, Conservation Commission	Chapter 3
Examine industrial proposals fully to assure that they do not pose a substantial health, safety, or environmental hazard	1-5 years	Selectmen	Chapter 7
Ensure that growth is properly managed	1-5 years	Selectmen, LIDC, Main Street	Chapter 7
Examine roadway improvements and future road construction fully to assure that they control the flow of traffic and the number of access points to the roadway	1-5 years	Selectmen, Highway Department	Chapter 7
Meet and work with the NHDOT to promote Context Sensitive Solutions for roadway improvements in Littleton.	1-5 years	Selectmen, Highway Department	Chapter 8
Explore opportunities to use traffic calming techniques on new roadway projects and on existing roadways	1-5 years	Selectmen	Chapter 8
Work with local employers to encourage Transportation Demand Management (TDM)	1-5 years	Selectmen, LIDC, Main Street Littleton	Chapter 8
Work with telecommunications providers to insure future expansion of telecommunications facilities coincides with projected development.	1-5 years	Selectmen	Chapter 11
Work with downtown property owners and others to establish a balance of well distributed public and private parking spaces throughout the downtown	2-3 years	Selectmen, Chamber of Commerce, Main Street	Chapter 8
Regularly examine and evaluate the quality and effectiveness of the existing public signage and wayfinding systems.	2-3 years	Selectmen, Highway Department, Main Street Littleton	Chapter 8
Consider a ridgeline development ordinance	2-3 years	Selectmen, Conservation Commission	Chapter 3
Consider strengthening regulations relative to erosion and sediment control.	2-3 years	Selectmen, Conservation Commission	Chapter 3
Consider adoption of a steep slope ordinance.	2-3 years	Selectmen, Conservation Commission	Chapter 3
Consider adopting earth excavation regulations	2-3 years	Selectmen, Conservation Commission	Chapter 3

Consider basing lot sizes in the rural areas of town on land capability, and the site's ability to accept on-site sewer and water systems	2-3 years	Selectmen, Conservation Commission	Chapter 3
Evaluate future sewer and water line extensions on the land capability of the area and the desired development pattern.	2-3 years	Selectmen, Littleton Water & Light, Sewer Department	Chapter 3
Consider adopting local shoreland protection regulations that include increased buffer zones	2-3 years	Selectmen, Conservation Commission	Chapter 3
Consider stronger wellhead protection regulations	2-3 years	Selectmen, Conservation Commission, Water & Light	Chapter 3
Consider requiring open space developments in areas involving prime agricultural lands	2-3 years	Selectmen, Conservation Commission	Chapter 3
Examine all of Littleton's land use regulations to assure that they are "farm friendly"	2-3 years	Selectmen, Conservation Commission	Chapter 3
Evaluate the minimum lot size required in zones with valuable forest resources to assure that they are "forestry friendly"	2-3 years	Selectmen, Conservation Commission	Chapter 3
Work to make sure that Littleton's regulations provide opportunities for a diverse mix of housing units	2-3 years	Selectmen, AHEAD	Chapter 6
Provide incentives to housing developers that create workforce housing units	2-3 years	Selectmen, AHEAD	Chapter 6
Work with the North Country Council and the NHDOT as they plan the location and timing of future traffic counts in Littleton to assure a consistent traffic data base	2-3 years	Selectmen, Highway Department, NCC	Chapter 8
Work with the NH Department of Transportation to develop and post truck routes that minimize their impact on the community	2-3 years	Selectmen, Highway Department, Main Street	Chapter 8
Include provisions for bicycle and pedestrian facilities in all zoning and subdivision regulations.	2-3 years	Selectmen	Chapter 8
Consider requiring access management along major highways in the zoning and subdivision regulations.	2-3 years	Selectmen	Chapter 8
Consider requiring dead end streets to at least provide rights of way to connect them to adjacent developments	2-3 years	Selectmen, Highway Department	Chapter 8

Consider allowing mixed-use development, so as to assure that daily activities are integrated rather than separated	2-3 years	Selectmen	Chapter 6
Consider revising the existing street design standards in a manner that will be consistent with the hierarchy of roads in Littleton	2-3 years	Selectmen, Highway Department	Chapter 8
Consider creating a non-motorized trail network/greenway plan for the entire town	2-3 years	Conservation Commission, Parks and Recreation, Selectmen	Chapter 8
Identify areas in Littleton for future development that have minimal impact on the existing infrastructure	2-3 years	Selectmen, Water & Light	Chapters 7 & 11
Examine the limits of the Wastewater Treatment Plant's service area, and assure its ability to serve proposed areas of future development.	2-3 years	Selectmen	Chapter 11
Apply for Transportation Enhancement Funds, through the NH Department of Transportation for proposed and needed pedestrian improvements	2-5 years	Selectmen, Highway Department	Chapter 8
As Littleton's population continues to age, be alert to the array of services that they may require	3-5 years	Selectmen, Recreation Department, Littleton Hospital	Chapter 6
Evaluate the potential for creating a satellite parking system to assist in relieving downtown congestion	3-5 years	Selectmen, LIDC, Main Street Littleton	Chapter 8
Evaluate the potential for a trolley bus system during peak seasons and times to assist in relieving downtown congestion	3-5 years	Selectmen, LIDC, Main Street Littleton	Chapter 8

Implementation Responsibility: Selectmen

<i>Implementation Action</i>	<i>Time Period</i>	<i>Support Agencies</i>	<i>Chapter Reference</i>
Conduct an assessment of potential for both natural and technological security risks	1-2 years	Fire Department, Police Department	Chapter 4
Work with AHEAD to attract an appropriate new use to the old hospital site on Cottage Street	1-2 years	Planning Board, AHEAD	Chapter 7
Consider developing a multi-department training site on the Fire Station property	1-2 years	Fire Department	Chapter 10

Develop a plan for a new Police Department, whether it be the renovation and expansion of the existing facility, or consider a new facility outside of the Opera House	1-2 years	Police Department	Chapter 10
Hire an engineer to further evaluate redevelopment plans for the Opera House	1-2 years		Chapter 10
Work to create the community support that will be needed to approve financial resources needed to renovate the Opera House	1-2 years		Chapter 10
Continue to have a licensed forester inspect all logging jobs to insure compliance	1-5 years	Conservation Commission, Planning Board	Chapter 3
Continue to promote the growth of local value-added products	1-5 years	Littleton Economic Dev. Taskforce, LIDC, Chamber	Chapter 7
Continue to seek ways to promote economic growth.	1-5 years	LIDC	Chapter 7
Involve the Highway Department in creating a hierarchy of streets in Littleton related to their use	1-5 years	Highway Department, Planning Board	Chapter 10
Continue efforts to keep cultural facilities in the downtown	1-5 years	Planning Board, Main Street Littleton	Chapter 10
Continue efforts to keep the Town Offices in the downtown	1-5 years		Chapter 10
Continue to work with the Public Schools to assure the maximum use of school facilities despite declining enrollments	1-5 years	SAU	Chapters 6 & 10
Continue to contract with the Glenwood Association for the maintenance of the cemeteries.	1-5 years		Chapter 10
Continue to promote residential, commercial, and industrial recycling in Littleton.	1-5 years	Recycling Center, LIDC, Chamber, Schools	Chapter 11
Expand the categories of materials accepted at the Recycling Center.	1-5 years	Recycling Center	Chapter 11
Work with local organizations on attracting and retaining employment opportunities	1-5 years	Littleton Economic Dev. Taskforce, LIDC, Chamber	Chapter 7
Work to strengthen Littleton's market position as a regional employment center	1-5 years	Littleton Economic Dev. Taskforce, LIDC	Chapter 7

Utilize the format of the local “Road Improvement Plan” for the purpose of evaluating the location and condition of existing sidewalks, paths and trails	2-3 years	Highway Department	Chapter 8
Work with the New Hampshire Department of Transportation to establish park and ride facilities convenient to major intersections	2-3 years	Planning Board	Chapter 8
Work on further development of the Town’s Parking Management Plan.	2-3 years		Chapter 10
Explore the possibility of creating a new Highway Department facility.	2-3 years	Highway Department	Chapter 10
Identify new space either within a renovated Opera House, or elsewhere downtown, for the display of the historical museum’s collection	2-3 years	Historical Society	Chapter 10
Attract and retain more tourism related businesses and a wider range of industries	2-3 years	Littleton Economic Dev. Taskforce, Chamber, LIDC	Chapter 7
Actively seek auto dealerships specializing in low emission vehicles to locate in Littleton	3-5 years		Chapter 3
Evaluate the potential for the use of alternative fuels in town vehicles and in the school bus fleet.	3-5 years	School Board	Chapter 3
Explore the expansion of training opportunities through the Training Center	3-5 years	LIDC, Training Center	Chapter 7
Examine opportunities for better coordination of existing public transportation services within the community	3-5 Years	Planning Board	Chapter 8

Implementation Responsibility: Conservation Commission

<i>Implementation Action</i>	<i>Time Period</i>	<i>Support Agencies</i>	<i>Chapter Reference</i>
Examine and promote techniques to enhance the quality of stormwater being discharged into surface waters	1-2 years	Planning Board	Chapter 3
Consider increasing efforts to secure conservation easements on land with significant natural resources	1-2 years	Selectmen, Planning Board	Chapter 3

Consider protecting areas that are known to support important wildlife resources	1-2 years	Planning Board	Chapter 3
Consider establishing a program to routinely monitor the quality of existing water resources	1-5 years		Chapter 3
Continue to monitor and document all underground storage tanks in Littleton	1-5 years	Planning Board	Chapter 3
Continue to monitor and document all hazardous materials being stored in the community	1-5 years	Planning Board	Chapter 4
Undertake a program to educate landowners about the benefits of leaving lands open to the public	1-5 years	Planning Board	Chapter 9
Pursue land protection opportunities that create corridors of contiguous open space	2-3 years	Planning Board, Selectmen	Chapter 3
Consider meeting with property owners to seek easements for buffers along the Ammonoosuc and Connecticut Rivers	2-3 years	Planning Board, Selectmen	Chapter 3
Work to implement the Littleton Prime Wetlands Study	2-3 years	Selectmen, Planning Board	Chapter 3
Work with landowners to pursue protection of prime agricultural lands	2-3 years	Selectmen, Planning Board	Chapter 3
Examine how best to create the formation of a wetland bank in the Ammonoosuc River Watershed	3-5 years	Selectmen, Planning Board	Chapter 3
Conduct an inventory of important scenic and natural resources	3-5 years	Planning Board	Chapter 3
Identify key parcels within the identified scenic viewsheds and pursue their protection from further development	3-5 years	Selectmen, Planning Board	Chapter 3
Inventory all roads and then evaluate which, if any, should be classified as scenic	3-5 years	Selectmen, Highway Department, Planning Board	Chapter 3
Convene a meeting of with other conservation based organizations working in Littleton and the region to better coordinate all efforts	3-5 years	Planning Board	Chapter 3
Identify open space corridors and work for their preservation	3-5 years	Selectmen, Planning Board	Chapter 3

Provide opportunities for the public to learn about local wildlife and how best to view it	3-5 years	Selectmen, Planning Board	Chapter 3
Establish new trails around Moore Reservoir and complete the riverwalk/railbed trail.	3-5years	Selectmen, Planning Board, Main Street Littleton	Chapter 9

Implementation Responsibility: Historical Society

<i>Implementation Action</i>	<i>Time Period</i>	<i>Support Agencies</i>	<i>Chapter Reference</i>
Conduct a thorough inventory of all existing historic and cultural resources in Littleton	2-3 years	Selectmen, Planning Board	Chapter 5
Evaluate whether to create an historic district in the downtown area	3-5 years	Selectmen, Planning Board	Chapter 5

Implementation Responsibility: Parks and Recreation

<i>Implementation Action</i>	<i>Time Period</i>	<i>Support Agencies</i>	<i>Chapter Reference</i>
Develop a facilities management plan so as to reduce, or avoid, conflicts between user groups	1-5 years	Conservation Commission	Chapter 9
Work to ensure that recreational opportunities are available to those with disabilities	1-5 years	Conservation Commission	Chapter 9
Develop management plans for all protected parcels so as to address the long-term stewardship issues	3-5 years	Selectmen, Conservation Commission	Chapter 9
Explore the possibility of developing a recreation/community center.	3-5 years	Selectmen, SAU, Littleton Hospital	Chapter 10

Implementation Responsibility: Water & Light

<i>Implementation Action</i>	<i>Time Period</i>	<i>Support Agencies</i>	<i>Chapter Reference</i>
Develop an additional underground water source	1-2 years	Selectmen	Chapter 11
Evaluate the development of another transmission supplier/provider for the 34.5 kV line.	1-2 years	Selectmen	Chapter 11
Reduce the cost for transmission delivery service	2-3 years		Chapter 11
Establish one distribution service voltage and a sub-transmission voltage.	2-3 years		Chapter 11

