

Lyme Planning Board Minutes
January/28th/2016

Board Members and Staff Present: John Stadler, Chair; Tim Cook, Vice Chair; C Jay Smith, Select Board Representative; Eric Furstenberg, Alternate; David Robbins, Planning and Zoning Administrator.

Board Members Absent: Vicki Smith, Member; Ursula Slate, Member; Freda Swan, Alternate

Members of the Public Present: Nancy Wray

John appointed Eric to sit as a regular member.

Item 1: Site Plan Review for the Lyme Historians to convert the Property at 15 Main Street (Tax map 201 Lot 77) from a residence with an attached apartment to a museum and attached apartment.

Nancy reviewed with the Board the plan of the Lyme Historians to convert the residence at 15 Main Street to a museum. The house was a residence with an additional apartment. The Historians intend to convert the majority of the property to a museum. The existing apartment would remain as an apartment in order to meet requirement 4.46 F (Conversions) of the Zoning Ordinance. The apartment floor area is over the 40% required by 4.46 F. The only changes the Historians plan are to add a covered entrance on the east side of the house, removal of a lean-to on the west side of the house and additional parking.

Ursula had sent comments via email to the Planning and Zoning Administrator. Based on these comments, Eric asked if the proposed handicap parking spot was large enough. The Board noted that the parking area was gravel and would not have painted lines, therefore the proposed parking area could support a larger handicap space. Eric then asked about the snow storage areas. Nancy replied that all snow is to be moved to the area behind the barn.

John asked if there were any more questions. There being none, the Board reviewed the application for completeness.

Several Department/Board approvals were missing from the application but waivers were requested. The Board waived the following:

Highway Department: The property is not on a Town highway and the Historians have received a new Driveway Permit from the state.

Police: The Historians stated that they have verbal approval from the Police Chief.

Conservation Commission: The Board concluded that any impacts would be small and Commission review was not necessary. This requirement could be waived.

Select Board: Nancy stated that the Historians had presented their plan to the Select Board and no issues were raised. Jay stated that while he was not at that meeting, he could not see the Select Board having any issues.

Lyme School District: The Board concluded that this project would have no impact on the school and therefore it was not applicable and could be waived.

Fire Department: John suggested that the Fire Department should review this project and be given the opportunity to develop a Fire Response Plan. He suggested that this be a condition of the approval and recommended that the condition be completed within 90 days.

John also noted that the hours of operation were not addressed in the application. Nancy stated that the Historians are usually open to the public Tuesday Mornings. Because the space is relatively small, the Historians intend to continue using the Lyme Center Academy Building for events. Due to the limited hours of operation, John suggested that a condition be set that should the hours of operation substantially increase, then the Historians shall return for further review.

Utility lines were not shown on the submitted plans. John recommended a waiver as there are no changes to the phone or power lines.

Perimeter survey: There was no reference to a perimeter survey. John suggested a waiver as a survey would not have provided any additional information required by the Board,

Signs: John asked if the Historians intended to add a sign to the property. Nancy stated that they would be adding a small sign that would be under the size allowed by the Zoning Ordinance.

John asked the Board if they had any other questions. There being none John moved to approve the Site Plan with waivers and the following conditions:

- 1) The applicant has 90 days (Until April 28th, 2016) to have the Fire Department supply comment and a response plan.
- 2) If the hours of operation substantially increase then the Historians shall return for further review.

Tim seconded the motion.

John called for a vote and the motion passed unanimously.

Item 2: Acceptance of minutes from January/14/2015

John moved to accept the minutes with correction from Tim.

Tim seconded the motion.

John called for a vote and the motion passed unanimously.

Item 3: New Business

John updated the Board on The Workforce Housing Inventory and Report Subcommittee's progress. He stated that work was ongoing and would be finished as soon as possible.

The Planning and Zoning Administrator had been contacted by the Highway Department in reference to two trees on Washburn Hill Road that they would like to have removed. The two trees interfere with snow removal operations. Washburn Hill Road has been designated as a scenic road and under RSA 231:158 in order for the trees to be cut the Planning Board must provide written permission after a public hearing. The Planning and Zoning Administrator asked the Board to hold a public hearing at their meeting on February 11, 2016. The Board agreed to that date. The Planning and Zoning Administrator noted that the trees were located approximately 1800 feet (3 Tenths of a mile) south of the Market Street Bridge over Grant Brook and are marked with blue flagging. John suggested that the members visit the site prior to the February 11th meeting.

The meeting adjourned at 8:55 pm.

Respectfully Submitted

David A. Robbins

Lyme Planning and Zoning Administrator.