

**Lyme Planning Board Minutes**  
**June/14/2018**

Board Members and Staff Present: John Stadler, Chair; Tim Cook, Vice Chair; Rusty Keith, Select Board Representative; Eric Furstenberg, Member; David Robbins, Planning and Zoning Administrator.

Board Members Absent: Vicki Smith, Member; Amber Boland Alternate; David Roby Jr., Alternate;

Members of the Public Present: None

**Item 1: Acceptance of minutes from May/24/2018**

John moved to approve the minutes as amended by Rusty.

Eric seconded the motion.

John called for a vote and the motion passed unanimously.

**Item 2: Master Plan Housing Chapter.**

The Board discussed going forward with the housing chapter. The Planning and Zoning Administrator noted that he now had access to the tax data and would pull a list of the residential properties. He also had a copy of the voter list. He stated that the data would need some massaging in order to be able to compare it with the tax data.

**Item 3: Zoning Ordinance - Senior Housing Section.**

The Planning and Zoning Administrator stated that he had returned the signed proposal to the UVLSRPC for the build out analysis and would contact the Planning Commission to find out the timing for completion.

Eric and Rusty asked if they could get the current versions of both the Housing Chapter and the Senior Housing Ordinance Section. . The Planning and Zoning Administrator stated that he would send out both to all the Board members.

**Item: 4 Condominium Conversion.**

The Planning and Zoning Administrator noted that he had been approached by a resident who is looking at converting his residence to a condominium. In reviewing the Subdivision regulations he found that a condominium is listed in the regulations as a type of subdivision, although there was no information on the application requirements.

John noted that the ability to create housing with condominium ownership will most likely be a key component in creating senior housing. He believed that Vicki would have good insight into this issue and wanted to postpone discussions until the next meeting that Vicki would be attending.

**Item: 5 New Business.**

Rusty felt that the Board should be more proactive in explaining to applicants the Current Use implications of their subdivision. John believed that it was important for a land owner to understand these issues, but that it is not the Planning Boards area of expertise or authority therefore the landowner should discuss Current Use issues along with any other assessment issue that would arise from a subdivision with the Tax Assessor prior to a subdivision.

The meeting adjourned at 8:43 pm.

Respectfully Submitted  
David A. Robbins  
Lyme Planning and Zoning Administrator.