

Lyme Planning Board Minutes

2/28/2019

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

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

Members of the Public Present: Rich Brown, Phil Harrison, Brad Choyt, Rod Finley, David Van Wie.

Item 1: Crossroads Academy- application for Lot Line Adjustment to annex a portion of lot 55 to lot 56 both being on tax map 401.

John opened the subdivision hearing. He noted to the applicant that there were only four Board members present and asked if they wished to continue the hearing with just four members. The applicant consented to a four member board.

John asked the applicant to give the Board an overview of the proposed Lot Line Adjustment. Phil described the proposal noting that they had two goals in mind, 1) to have the Board approve the lot line adjustment and 2) have the Board approve the additional building footprint, lot coverage and gross floor area to the existing Planned Development on Lot 56 that would be added by the annexation.

The Board reviewed the applicant's calculations and the Planning and Zoning Administrator noted that the applicant had capped the lot coverage at 26,000 square feet, Rod Finley stated that the limitation was taken from section 5.15 B. The Administrator stated that he believed that the section did not apply to a Planned Development because it referenced lot sized averaging in the Commercial District, but not Planned Development. The result would increase the lot coverage calculation by approximately 10,000 square feet. John asked the Board how they felt about the Administrators interpretation. The consensus of the Board was that there was no limitation except what is imposed in table 5.1.

Vicki noted that 15% of the floor space would need to be reserved for residential use.

John then started working through the checklist to ensure that the application was complete.

The Board noted that the following items were not provided but that the Board would waive the requirement:

- 1) Complete boundary of the entire parcel. The Board believed that the lot line adjustment affected just a small part of the entire lot and having the complete boundary of the entire lot would not provide any additional useful information.

The following items were not provided and the Board was unable to waive those requirements:

- 1) Location of existing easements.
The Board wanted to see the access easement for the Fire Department and the location of the conservation easements including the location of the gate for Fire Department access.
- 2) Location of existing utilities.
- 3) Location of Zoning District Boundaries.
- 4) Dimensional Conformance of the remainder lot.

John asked the planning and zoning administrator to add to the findings that the dimensional controls were calculated without subtracting conservation district overlays since this minor subdivision of a lot of record in existence at the time zoning was enacted as specified in the definition of Lot.

The Board discussed whether they should deem the application complete with conditions or incomplete and continue the hearing so that the applicant could gather the missing information. The Board decided that the applicant would be better served if the Board deemed the application incomplete but continued the hearing to March, giving the applicant time to complete the application.

Kevin moved to deem the application incomplete and to continue the hearing to the March 28th 2019 meeting at 7:00pm.

Tim seconded the motion.

John called for a vote and the motion passed unanimously.

John closed the hearing at 8:02 pm and opened the site plan review hearing.

Item 2: Crossroads Academy - Application to amend site plan to determine the dimensional controls for their campus at 99 Dartmouth College Hwy (Tax map 401 Lot 56) with the annexed acreage from lot 55

Because the subdivision hearing had been continued, the Board was unable to hear the site plan review application as it would rely on the results of the lot line adjustment being approved.

John moved to continue the hearing to March 28th, 2019 to be heard during the Boards regularly scheduled meeting after the applicant's subdivision hearing.

Vicki seconded the motion.

John called for a vote and the motion passed unanimously.

Item 3: Acceptance of minutes from 1/24/2019

John moved to approve the minutes as amended.

Vicki seconded the motion.

John called for a vote and three members voted to approve. Kevin abstained as he was not present at the meeting.

Item 4: Acceptance of minutes from 2/14/2019

John moved to approve the minutes as submitted.

Tim seconded the motion.

John called for a vote and the motion passed unanimously.

Item 5: Discussion of proposed changes to Zoning Ordinance, Site Plan Review regulations, Subdivision regulations for 2019.

Item 6: New Business.

Questions regarding the addition of an underground cold storage cellar at Dowds' Inn Wayne Pike had asked the Planning and Zoning administrator to ask the Board's opinion as to whether or not an underground cold storage cellar would require an additional Site Plan Review hearing.

The consensus of the Board was they even though the majority of the structure would be underground, it would be subject to site plan review. In addition because they were already over their lot coverage, any aboveground entrance would require an additional variance from the Zoning Board of Adjustment.

Zoning amendment proposal from the Select Board to allow planned development on any lot that had frontage on Rt 10.

The consensus of the Board was that there was no data to support or refute the need. As the Board moved forward with writing the new Housing Chapter for the Master Plan they would consider this as an option if it was consistent with recommendations of the chapter.

Member of the public Rich Brown stated his support for the proposal.

Site Plan Review Lighting Regulations.

Vicki suggested that the Board create a handout to be included with the Site Plan Review application that would explain the lighting regulations and the submission requirements expected from the Board. She had a sample created that she would send to the Planning and Zoning Administrator

The Planning and Zoning Administrator volunteered to incorporate the proposed lighting regulations into the Site plan regulations. The Board decided to hold a hearing in April.

Subdivision Regulations.

The Board decided to move forward with discussing a design review for major subdivisions. John asked that this be added to future agendas and that the members review the language Vicki had supplied. The Planning and Zoning administrator said he would email that language to those on the planning Board. John also noted that the new definition of dwelling unit needs to be adopted.

Master Plan Housing Chapter.

The Board decided to hold a working session to review the Lyme Common build out analysis from the Upper Valley Lake Sunapee Regional Planning Commission at the March 14th, 2019 meeting.

2020 census.

Vicki noted that the Census Bureau had proposed new census boundaries for the Town. She said that the tract boundaries split the Town in half east and west at the Dorchester Road. She believed that the split should be north and south, possibly along Baker Hill/ Acorn hill/ High bridge/ Orfordville roads. The Board agreed and the Planning and Zoning Administrator would email the UVLSRPC and suggest the change.

Appointment of Alternate members to the Planning Board.

The Board unanimously voted to appoint David Van Wie and Rich Brown as alternate members of the Planning Board for three year terms.

The meeting adjourned at 9:14 pm.

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