

Lyme Planning Board Minutes
May/28th/2015

Board Members and Staff Present: Tim Cook, Vice Chair; C Jay Smith, Select Board Representative; Ursula Slate, Member; David Robbins, Planning and Zoning Administrator.

Board Members Absent: John Stadler, Chair; Vicki Smith, Member; Freda Swan, Alternate; Eric Furstenberg, Alternate

Members of the Public Present: Russell Barns, Beth Taylor

Tim opened the hearing at 7:00 pm.

Item 1: Russell Barns and Beth Taylor informal SPR for converting a home occupation business to cottage industry.

Mr. Barns described his business as it currently runs: the business is a small mail order business located in their house at 343 Dorchester Road selling one product (a grease gun attachment) imported from South Africa. Currently they order in bulk from the manufacturer and the product arrives by Truck. Because of the constraints of their driveway the truck usually stops in the Skiway parking area and they transfer the product to their car and bring it home. The product is then stored in the basement. As orders arrive they are filled and shipped by USPS or in some cases UPS. The Post Office may on occasion pick up outgoing orders at the house but ordinarily they are brought to the Post Office or if shipping by UPS the Lyme Hardware Store.

Mr. Barns stated that the business has grown to the point that they need a part time person to help fill orders. By adding the additional employee the business will become a cottage industry as defined in the Zoning Ordinance, requiring Site Plan Review.

Tim asked if there is or would be a sign, Mr. Barns responded that because of the nature of the business (Mail Order), he does not currently have a sign nor did he believe that he would need one in the future. He also stated that if the business continued to grow then he would need to seek a commercial space as to not take over their house.

Tim noted that an additional employee will not change the current operation significantly. He felt and the other Board members concurred that the scope of the Site Plan Review should be limited to ensuring that there would be adequate parking, and that it is keeping with the character of the neighborhood.

Tim suggested that he and Mrs Taylor work with the Zoning administrator to draw a site plan and to provide the Board with the needed documentation for a final site plan review.

Item 2: Acceptance of minutes from May, 14th, 2015

Ursula moved to accept the minutes with minor edits from Tim.
Jay seconded the motion.

Tim called for a vote and the motion passed unanimously.

Item 3: Amendments to the Zoning Ordinance, Subdivision Regulations, and Site Plan review Regulations.

The Board continued their discussions of the definition of dwelling unit. John had provided several alternate definitions for discussion. The Board reviewed these definitions but Tim felt that a decision should not be made as there were only three members present. One of the outstanding questions was if an RV should be included as a dwelling unit and included in the definition. The Board members who were present felt that RV's did not need to be addressed as dwelling units as the use as dwelling units is covered in the definition of structure.

Item 4: Lyme common community planning.

Tim suggested that this item be carried over to the next meeting when more Board members are present.

Item 5: New Business

There was no new business.

The meeting adjourned at 8:40 pm.

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