

Lyme Planning Board Minutes
May 26th, 2016

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

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

Members of the Public Present: None.

Item 1: Acceptance of minutes from May/12/2016

John moved to approve the minutes as submitted.

Eric seconded the motion.

The Board voted unanimously to approve the minutes of 05/12/16.

Item 2: Workforce housing report.

Eric had not had a chance to do the re-writes, he will try to have it complete by the first meeting in June.

Item 3: Lyme Common housing review.

John reviewed what had been accomplished and where work still needed to be done.

Water Issues, The Board discussed water issues with Mike Mundy of the Lyme Water Association. He noted that with the approval of the members of the association that there was the possibility of limited expansion.

Fire issues, Mike stated that from a Fire Department view increasing density in the Lyme Common District could pose several firefighting challenges. First is the issue of exposure. When the buildings are too close, a fire in one can ignite the adjacent building. In these cases, resources must be used to protect the adjacent building that could have been used to suppress the original fire. Second proper spacing between buildings allow for the safe passage of men and equipment between buildings. His final issue is that if increased density were accomplished by allowing taller buildings, current fire equipment prevents the department from reaching over 35 feet. Additional building height would be beyond his reach and could pose an additional hazard to nearby structures in the event of collapse.

Lyme School, The Board discussed school issues with Jeff Valence, the Lyme School Principal. Jeff noted that depending on the makeup of the classes the school could expand enrollment by around 15%, with the potential side-effect of a drop off in quality.

The Board wishes to meet with the Police Chief to discuss traffic and congestion concerns. The Planning and Zoning Administrator will talk to the Chief and ask him to attend the June 9th meeting.

Vicki's review of the septic systems in the Lyme common district is not yet complete. She will continue work when she returns from vacation.

Item 4: Zoning Amendments

The Board reviewed the proposed changes to be submitted for a vote at the 2017 Town meeting.

Objectives of the Conversion provision (Section 4.46). This section is written, it will need to go to a public hearing and then Town Meeting.

Changes to the sign regulations (Article VI) as proposed by Town Council. These changes need to be approved by a vote of the Board, followed by a public hearing and then be submitted for Town Meeting.

Accessory Dwelling Units. The Town's attorney has made recommendations but the Board has asked for clarification.

Approval of replacement septic systems within setbacks under certain conditions. The Board feels that due to the limited number of these issues that no change is needed at this time. The Board requested that the Planning and Zoning Administrator (x) keep track of these cases and if they become more prevalent to then bring this to the Board's attention.

Agricultural Soils Conservation District. The Board acknowledges that there are still clarity issues with section 4.64 but feels that the issues can be addressed with some minor changes in the Subdivision Regulations and by creating building envelopes at the time of subdivision. The Board will be considering changes to the Subdivision Regulations and any supporting changes to the Zoning Ordinance later this year.

Changes to **Planned Developments** allowing greater density. The Board concluded that no changes could be considered until after the review of the Lyme Common Zoning District as it is one of the two districts where Planned Developments are allowed.

Lighting, the Board decided that lighting issues should be addressed in the Site Plan Review Regulations.

Workforce and elderly housing, John asked the Board their opinion about the possibility of creating density bonuses for developers who create workforce or elderly housing. The Board determined that further consideration should be given to this issue but only if the entire development is regulated to workforce or elderly housing. John volunteered to write a first draft.

Allowing the Zoning Administrator to approve small buildings within the setbacks. The Board felt that these issues should still be reviewed by the Zoning Board. Buildings in a setback affect neighbors and the Zoning Board appeal process gives the neighbors the ability to voice any concerns that they may have. The Board also has concerns that too

many accessory buildings in the more dense zoning districts could increase the exposure hazard voiced by the Fire Chief.

Measurement of building height, currently the height of buildings are measured to the highest point. If the highest point is a chimney, the roofline could be several feet below the 35 foot limit due to building code limitations. The Board decided to table this issue until it could be discussed with the Fire Chief.

Rental notifications, as part of the discussion with the Fire Chief, he had explained that the Fire Department would like to expand their building inspections to include all commercial properties and residential rental units. One issue is that there is no clear list of what is rental and what is not. Vicki suggested that, as Hanover does, an ordinance could be added that requires all rental unit owners to register the property with the Town. The Planning and Zoning Administrator noted that there currently is an RSA (540:1-b) that requires landlords to file a statement with the Town Clerk. He also noted that very few landlords have complied with the RSA. The Board decided to continue discussions at a later date.

Item 5: Hazard mitigation Master Plan chapter.

The Planning and Zoning Administrator reported that the Town is in the process of writing and submitting to FEMA a new Hazard Mitigation Plan. This plan is required by FEMA if they are to provide funds to the Town for recovery from a natural disaster. One of the items that FEMA would like it see is a Master Plan Chapter describing the ways the Town can mitigate natural disasters. The consensus of the Board was that a chapter could be added and that, in effect, it bolsters several of the existing articles in the Zoning Ordinance. The Planning and Zoning Administrator volunteered to write a draft as a starting point for the Board. He would submit it to the Board chair for review and then to the entire Board.

The meeting adjourned at 8:30pm.

Respectfully Submitted

David A. Robbins

Lyme Planning and Zoning Administrator.