

**Lyme Planning Board Minutes**  
**June/23/2016**  
Draft

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

Board Members Absent: Eric Furstenberg, Member; Amber Boland Alternate; Freda Swan, Alternate

Members of the Public Present: Chief O'Keefe

**Item 1: Lyme Common Review – Chief O'Keefe**

John explained that the Board was reviewing the Lyme Common Zoning District and asked if the Chief had any specific issues that the Board could try to address. The Chief responded that his greatest issue is the morning drop off and, to a lesser extent, the afternoon pick up at the school. He stated that the morning drop off coincides with morning commute. This causes a great amount of congestion at the school. He tries to be at the school every morning, but is frequently called away for other police business. Community members have also expressed a concern to the Chief that he spends too much of his time monitoring the school crossing.

John asked if there were volunteers from the school who could take over the crossing guard duty. The Chief said that they have tried to find people but it has been difficult. Vicki suggested that the Board talk to Community Care of Lyme to see if they would be willing to coordinate volunteers for crossing guard duty. The Chief responded that he would be very happy to have that help. He also noted that NH DOT has classes to teach volunteers how to properly direct traffic. John asked Tim to contact the school principal to make sure he approved. Once he has given his approval then John would contact Sara Shipton at CCL to see if they would help.

Vicki suggested that only allowing people to drop students on the west side (south bound lane) of Route 10 would also alleviate some of the congestion. This would also prevent people crossing Route 10 in traffic instead of using the crosswalk. She suggested that people coming from the south could drive around the south side of the common and reenter Route 10 south from the Dorchester Rd.

The Board also noted that the school, as with any employer, is not obligated to provide unlimited onsite parking. Any overflow parking should be at the municipal lot. To eliminate concerns about walking from the municipal lot to the school, Tim suggested that the Town or the school could snow blow a path across the Little Town Common. Tim said he would ask the principal if he would have the school's maintenance person clear a path.

John then asked the chief if he had any other issues with the common. He would have to wait and see how things would work out with the opening of the new tavern but, at the moment, he had no additional concerns. Vicki asked about lighting levels. She stated that the Planning Board through Site Plan Review tries to keep light levels low, but she wanted to make sure that there was enough lighting for safety from the Police Department's perspective. The Chief stated that he felt lighting levels were fine.

### **Item 2: Acceptance of minutes from June/09/2016**

Vicki moved to accept the minutes with corrections from John.

Tim seconded the motion.

John called for a vote and the motion passed unanimously.

### **Item 3: Workforce Housing Report and Inventory.**

John had incorporated the edits from the Board. He asked if there was any further discussion. Tim suggested that the last recommendation be changed to say "continue to explore other ideas". The Board felt that would be fine and made the change.

Vicki moved to adopt the Workforce Housing Report with the supporting tables to be added.

John seconded the motion and called for a vote.

The motion passed unanimously.

### **Item 4: Master Plan- Hazard Mitigation Chapter.**

Requests for input from Town Department heads had elicited no responses, so Vicki moved to hold a public hearing on the proposed Hazard Mitigation Chapter for the Master Plan on July 28<sup>th</sup>, 2016 at 7:00 pm.

John seconded the motion and called for a vote.

The motion passed unanimously.

### **Item 5: Zoning Amendments**

The Board reviewed the following proposed zoning amendments:

- a) Intent of conversion. Ready for legal review.
- b) Signs. Ready for public hearing.
- c) Accessory Dwelling units. Needs further review from Town Counsel
- d) Dwelling unit definition. Ready for legal review.
- e) Workforce/Senior Housing Density Bonus. Still in discussions
- f) Rental Issues. Still in discussions.

Workforce/Senior Housing Density Bonus.

Tim asked if adding a new density bonus was necessary. He noted that there were very few conversions of older buildings and wondered if adding a bonus was called for. John was interested in the economic practicality of conversion of older structures to multi family. He noted that Ray Clark would be attending the first meeting in July on other business. While Ray is at the meeting the Board may want to discuss the cost of conversions versus the cost of new construction. The Board also decided that they should analyze current buildings in Lyme to see how feasible conversions are.

John noted that many of the large existing residential properties are on Lyme's back roads. He was concerned that converting several of these large buildings could result in traffic that could not be supported by the roads. He suggested adding language to the density bonus limiting the bonus to those roads that could support the greater volume of traffic.

Rental Issues.

Vicki had talked to Community Care of Lyme. They were willing to consider being involved in a public forum on rentals, but were unsure as to what their role would be. The Board emphasized the need to focus on the topic at hand, and felt the best help CCL could provide, in this instance, would be to publicize the event in order to encourage turn out. John said he would add that to his discussions with Sara Shipton at CCL.

The meeting adjourned at 9:00pm

Respectfully Submitted

David A. Robbins

Lyme Planning and Zoning Administrator.