

**Lyme Planning Board Minutes**  
**August /11/2016**

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

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

Members of the Public Present: None

**Item 1: Acceptance of minutes from July/28/2016**

John moved to approve the minutes as submitted.

Tim seconded the motion.

John called for a vote and the motion passed unanimously.

**Item 2: Changes to the no subdivision of an ADU clause (Section 4.42 f)**

Based on comments from New Hampshire Municipal Association legal services counsel, Steven Buckley, the Board discussed whether the prohibition of subdividing a detached ADU away from the principal residence was still valid. The Board decided to leave the language as it is since it does not prohibit the subdividing of the lot, but rather only the removal of the ADU onto a new lot,

**Item 3: Changes to Site Plan Review.**

At the July 28<sup>th</sup>, 2016 meeting the Select Board requested that the Planning Board include hours of operation and hours of liquor service to the Site Plan Review regulations, application and checklist. The Board decided that they would add this to the list of changes they will be considering. John wanted to follow up with Jay to make sure that this was acceptable to the Select Board given that this could take some time. Jay stated that there was no immediate need for the change. It was noted that the Board could ask for an applicant to provide hours of operation for any review the Board hears before any such changes are made.

**Item 4: Proposed ordinance change from the Heritage Commission.**

Tim, on behalf of the Heritage Commission introduced a proposal to allow Commission review of any permit to demolish a building that is 50 years old or more. The Commission is concerned that too many of Lyme's historic buildings are being destroyed. The Commission would like to have the opportunity to be able to have a conversation with the owner before an older building is taken down.

They have proposed a change to the Ordinance that will require that the Commission be notified before a permit to demolish a building that is 50 years or older is granted. The Commission would have two days to decide if they wish to review and discuss various possibilities with the property owner. If they decide not to review, then the permit may be issued. If the Commission wishes to review and discuss the buildings removal with the

property owner, then the permit would be delayed for 30 days to allow for that discussion. After the 30 days had passed, if the owner still wanted to remove the building, then the permit would be issued. The Heritage Commission, having no regulatory authority, could not block a permit at that point.

The Planning and Zoning Administrator felt that the 50 years or older category was too broad. He noted that in the Commission's inventory of such buildings, that many of the records did not contain any information as to why the building had architectural merit. He also noted that the Commission's inventory has not been updated, even though several of the buildings in the inventory had subsequently been removed.

He suggested that the Commission identify buildings that had clear historical significance to Lyme and request notice for those buildings.

The Board concluded that a more limited and focused list of buildings of historical significance would be preferable to a list created using an arbitrary date. They wanted to limit the number of impacted properties to only those that the commission could clearly justify as containing a building of architectural and or historical significance. John suggested that once the Commission had this new list, they could come back to the Planning Board with their proposal.

The meeting adjourned at 8:15 pm.

Respectfully Submitted

David A. Robbins

Lyme Planning and Zoning Administrator.