

Lyme Planning Board Minutes
May/11/2017

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

Board Members Absent: None

Members of the Public Present: Brett Ryan, Geneva Menge. Aaron Rich, Rusty Keith.

John appointed David Roby Jr. to sit as a regular member as Eric Furstenberg had not arrived. Mr. Furstenberg arrived a few minutes later and took his place as a sitting member.

Item 1: Holt's Ledge LLC., - Site Plan Approval for office space on its property at 65 Dartmouth College Highway (Tax map 401 Lot 53.1).

Vicki worked through the Site Plan Review Checklist to check that the application was complete.

The Board concluded that no prior approvals from the Zoning Board of Adjustment or Planning Board were required. A Planning Board Review of section 8.27 of the Ordinance was suggested, given that the lack of prior input was potentially unwise.

Police and Fire departments were contacted and neither had provided written comment. The Board decided that written comment was needed from the Fire Department and would be required as condition of approval.

A narrative summary of the proposal was not included. The Board felt that even though the plan was self-explanatory, but did require some additional information as to the need for utility services, gross floor area, hours of operation and numbers of employees.

The applicant stated that the additional utilities might include cable or fiber optic for internet connections. Either would be brought onto the property using existing utility routes.

Aaron Rich, who will be running his insurance business in the southern building said the hours of operation would normally be 7am to 7pm Monday through Friday. In addition, some weekend and evening hours may be needed. The applicant felt it would be better to state the hours of operation as 7 days a week 7am to 7pm with the possibility of occasional evening use.

The southern building would have anywhere from 8 to as many as 25 employees and the northern building would have 15 – 20.

Conservation Districts were not shown on the plan. The Board decided to waive the requirement as the area is already developed.

The Board discussed with the applicant if the buildings would be air conditioned. The applicant stated that was not the plan at this time but if a tenant wanted air conditioning he would be willing to install it at that time. The Board decided to add to the findings that pads for air conditioning may be installed at a later date.

Then Board noted that the following items should be added to the final plan:

1. Handicap ramp on north building.
2. Dumpster location.
3. Lights at doors.
4. Underground fuel lines to propane tanks.
5. Gross floor area.
6. Building areas.
7. Acceptance letter from Fire Department.

John asked if there was any further discussion as to the completeness of the information provided in the application. There being none, John moved to deem the application complete with the noted waivers and additions to the plan.

Eric seconded the motion.

John called for a vote and the motion passed unanimously.

Vicki asked why the building had been replaced before the application for Site Plan review. The applicant replied that he is allowed under the ordinance to replace existing buildings. The Planning and Zoning Administrator stated that they were replaced under section 8.27. The Site Plan Review was triggered due to the intended change of use.

There was consensus from the Board that the new use was of no greater overall intensity than the prior use of the tractor repair shop. There was also agreement that the finished project would be a great improvement over its predecessor in terms of appearance.

Vicki asked about lighting. The applicant responded that all doors will have a downcast light set on a motion sensor to light the entrances. There will be no pole lights in the parking areas.

Vicki then asked about a landscaping plan. She noted that there was a small grass area between the parking area and Route 10. She wanted to see some sort of plantings that would shield the property from the road. The applicant noted that the area was very small and directly next to the road. It was his opinion that salt from the road and snow plow wings pushing back the snow banks would make it impossible to grow anything other than grass. The applicant agreed to some sort of plantings to shield the front parking from

the road but due to the close proximity to the road he believed that anything other than grass would not survive.

The parking areas will continue to be hard pack only.

Geneva Menge, representing her daughter, asked about screening between the properties. Her daughters concern about the impact was in winter when there are no leaves on the trees.

The Board reviewed some aerial images from the on-line sources that showed a significant amount of tree cover between the buildings on the properties.

The Board agreed to visit the site the following morning at 9:00 am on Friday May 12th, 2017 to review screening options.

John asked Geneva as the representative for her daughter, if the Board could have permission to enter her daughter's property. She stated that they could.

Due to conflicting schedules the Board voted to appoint Tim, John and Eric to represent the full board at the site visit.

John moved to approve the site plan with the findings and conditions as noted. In addition, the outcome of the site visit could impose additional screening requirements.

Tim seconded the motion.

John called for a vote and the motion passed unanimously.

The Board voted to continue the hearing to 9:00 am Friday May 12th, 2017 at 65 Dartmouth College Hwy.

Item 2: Acceptance of minutes from April/27/2017

John asked if there were any changes to the submitted minutes. There being none, John move to approve the minutes as submitted.

Eric seconded the motion.

John called for a vote and the motion passed unanimously.

Item 3: Master Plan Housing Chapter.

John asked the Board members to read the discussion points for the next meeting.

The Meeting adjourned at 8:47 pm

Respectfully Submitted

David A. Robbins

Lyme Planning and Zoning Administrator.