

TOWN OF LYMAN
PLANNING BOARD MEETING MINUTES

October 2, 2024

Note: These are summary minutes. A recording of the meeting is on file at the Lyman Town Hall and is posted on the Town's webpage. Minutes are not verbatim and may be paraphrased for clarity. Minutes are drafts until approved by the Planning Board.

REGULAR MEETING CALL TO ORDER: Chair Kelly J. Demers called the Meeting to order at 5:30 PM. Attendance at the meeting included Planning Board members: Cecile Dupuis, Kevin Veilleux, William (Bill) Single, Tim Rivard, Code Enforcement Officer Rebekah Thompson and Code Enforcement Assistant Julie Lemieux. Members of the public in attendance were: Erik Saari, Julien Gerard, Suree Crook, Dan Crook, Troy Williams and Jeremy Franz.

Pledge & Roll call. All 5 voting members present. New member Tim Rivard introduced.

NEW BUSINESS:

Carlisle Brook Estates – Map 4 Lot 22 – Preliminary subdivision application

Erik Saari - Altus Engineering, Troy Williams and Jeremy Franz

40 Acre lot at corner of Carlilse Brook and Walker Roads.

6 total lots, 5 to 12 acres. One other lot was recently split off so this will be the second through seventh divisions. 3 back lots proposed, will need to show full access easements and required road design to access the lots.

Will need fire chief approval for road design. Plenty of requirements in Zoning, Subdivision and Road Design Ordinances to review and cover. Decision needed on easement vs. R.O.W. for back lots. Fire chief would prefer full hammerhead turnaround. Private way required for providing access to more than one back lot.

Dan Crook, Salem Capital Group – 301 Middle Rd – Map 4 Lot 043-4

Julien Gerard representing his client Dan Crook looking to determine missing items of application and get them complete and approved.

Mr. Single mentions some of the exterior lighting on site was broken and the Board was not given a clear answer on what would be done to repair/replace.

Mr. Demers shows an example of another gas station & convenience store in Lyman and the information presented in those plans.

Concern with the underground fuel supply piping and possible root intrusion from trees growing above the piping. Need to provide inspection/testing stating piping is safe.

Will lighting be on 24/7? Parking lot layout needs to be shown on site plan. Handicap parking needs to be defined per Ordinance.

Review of Site Plan Checklist to see what remains outstanding. Parking layout needs to be presented to scale on plan. Waiver was asked and approved for site plan scale 1"=50'. Lights were added to plan and follow up needed with lighting specifications. Only a few outstanding items remain.

SET NEXT AGENDA:

Mr. Demers made motion to cancel the October 16, 2024 Planning Board meeting unless something comes up. Mr. Single seconded. All voted in favor.

CEO UPDATES:

When application is deemed incomplete, perhaps send applicant a letter explaining missing items similar to ZBA letter.

Waiver requests should explain specifically why they are requesting it.

Could applicant document why they don't have / haven't provided certain document? Up to the Planning Board to decide completeness of application and any missing items.

MINUTES:

9/4/24 Public Hearing and Meeting Minutes

Ms. Dupuis made motion to accept Public Hearing meeting minutes, Mr. Single seconded. All voted in favor.

Ms. Dupuis made motion to accept Regular Meeting minutes, Mr. Single seconded. All voted in favor.

Letter to Select Board advising of election of Planning Board officers approved as amended.

ADJOURNMENT:

Mr. Single made the motion to adjourn at 6:52 PM. Mr. Veilleux seconded. All voted in favor.

APPROVED DATE:

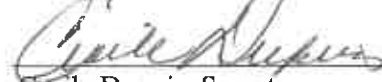
11/20/24




Kelly J. Demers, Chair



William Single, Vice-Chair



Cecile Dupuis, Secretary



Kevin Veilleux



Tim Rivard