

1                               **TOWN OF LYNDEBOROUGH**  
2                               **PLANNING BOARD MINUTES**  
3                               **December 7, 2023**  
4                               *Draft 2*

5  
6  
7   **7:00 PM      Call to Order & Roll Call**  
8

9   **Members Present:** Chairman Charlie Post, Vice Chair Ray Humphreys, Mike  
10   Decubellis, Lou Rota, Bob Newton, and Selectmen's Rep. Mark Chamberlain

11   **Members Not Present:** Bob Rogers

12   **Public present:** Code Enforcement Officer Leo Trudeau and NRPC Circuit Rider Jay  
13   Minkarah

14   **New Business:**

15   **Potential Zoning for 2024 Town Warrant**

16   The notices must be posted tomorrow at Citizens' Hall, in town, and on the town's website.  
17   Arrangements have been made because the office is closed tomorrow to make the deadline. Jay  
18   Minkarah requested to have whatever language we agree upon tonight sent to him. The language  
19   needs to be available at the town office in case someone comes into the office to see it. The  
20   notice does not need to include the language. The notice can include, "For a copy of the  
21   language, contact Jay Minkarah (by email)".  
22

23   Tonight is the first public hearing for zoning amendments. There will be a second public hearing  
24   in January. Most items were already sent to a public hearing.  
25

26   **SHORT TERM RENTALS**

27   The Board discussed the language.  
28   Discussed to add "affirmation".  
29

30   Life safety codes apply. Language should be on the town's website with the link of the State Fire  
31   Marshall for Life & Safety Codes and links to sources for fire and building codes. It was suggested  
32   to include a note that residents check with their homeowners insurance regarding renting their  
33   home.  
34

35   Add wording: "application requirements" so the applicant can do their research and to affirm.  
36   Strike #6, which is redundant. Add "code" to #7 now that #6 is removed.  
37

38   Combine 5 & 6 and after, increase loads, added #6, "and that the rental units meets the  
39   requirements of the state fire and life safety codes."  
40

41   200.30 Discussed changing the maximum to **120 days** (4 months), a third of the year.

**VOTE: Bob Newton made a motion to approve the short-term rentals as presented with changes as amended and to send it to public hearing on December 21, 2023 at 7:00 p.m. Ray Humphreys seconded the motion. Motion passed 6-0.**

#### **ACCESSORY DWELLING UNITS (ADU)**

After reaching 2,000 residents in town, the requirements change and the Town will not be eligible to receive state police coverage and will require a full-time police staff.

The Board discussed the ADU size in relation to the primary residence and distance from the main unit. There was a lengthy discussion regarding how to best make sure that the unit is an assessor unit. There were concerns that no distance limitation could lead to multiple homes on one lot, especially large lots. One driveway per lot to service both ADU and primary home. The decision was an ADU will not more than 2-bedrooms and shall not exceed 2,000 square feet in gross floor area

add:

200.02 c

Not more than 2-bedrooms and shall not exceed 2,000 square feet in gross floor area.

**VOTE: Bob Newton moved to accept the amendment for the ADU proposal. Mark Chamberlain seconded. Motion passed 6-0.**

#### **WETLANDS**

Site specific analysis changed.

**VOTE: Mark Chamberlain made a motion to accept the change to the wetlands amendment as voted on at the 11-16-23 meeting. Ray Humphreys seconded the motion. Motion passed 6-0.**

Jay Minkarah has the Flood Plain and Fences language.

CUP was changed with minor changes. Jay Minkarah will need to flag the ordinance.

#3A. changed required by zoning to "when required by this ordinance."

#### **LARGE LOTS**

Ray Humphreys will send out the language they have been working on.

**VOTE: Mark Chamberlain made a motion to move the large lot overlay district to the December 21, 2023 Public Hearing. Bob Newton seconded. Motion passed 6-0.**

**Definition section: 200**

#### **Subcommittee Minutes:**

The minutes were reviewed but there has not been a meeting since to approve them.

#### **August 16, 2022 Zoning & Fees Subcommittee**

**VOTE: Ray Humphreys moved, Mark Chamberlain seconded to accept the August 16, 2022 Zoning & Fees Subcommittee minutes as written. Motion passed 2-0-4.**

**November 10, 2022 Zoning & Fees Subcommittee**

**VOTE:** Ray Humphreys moved, Mark Chamberlain seconded to accept the November 10, 2022 Zoning & Fees Subcommittee minutes as written. Motion passed 2-0-4.

**Correspondence:**

None

**Other Business Not on Agenda:**

It was mentioned that Pike Industries purchased Quinn's pits so they will have to amend the application.

**Adjournment:**

**VOTE:** Mark Chamberlain moved, Ray Humphreys seconded to adjourn at 9:06 p.m. Motion passed 6-0.

Respectfully Submitted,

Kathleen Humphreys  
Planning Board Secretary