

**Ashland Planning Board  
Amended Meeting Minutes  
Wednesday, April 24, 2019**

CALL TO ORDER: Mardean Badger, Chair of the Planning Board, called the meeting to order at 6:30 PM.

MEMBERS PRESENT: Mardean Badger, Susan MacLeod, Kathleen DeWolfe

STAFF PRESENT: Kaitlyn Morse, Land Use Assistant and Paula Hancock, Recording Secretary

DISPOSITION OF MINUTES

Kathleen DeWolfe made a motion to accept the minutes of the Wednesday, April 3 as presented. Susan MacLeod seconded the motion. The motion passed by a vote of 3-0.

CODE ENFORCEMENT REQUESTS

Mardean drafted a memo to the Selectboard relative to code enforcement issues. The following issues, among others, will be included based on changes of ownership or tenant and home occupations:

- Code enforcement inspection of the Yoga Studio based on the conditions of approval of the business by the Planning Board and the Zoning Board of Adjustment.
- Home occupation and an accumulating pile of debris in the driveway of 87 Thompson Street.
- Change of ownership at the Northern Lakes Veterinary Hospital.
- Change of ownership of Daisy's Fresh Laundry.
- Change of tenants at Pare and Kirby properties.

UPCOMING CONFERENCES

Kaitlyn, Mardean, Fran and Al will be attending the Code Enforcement Conference on May 17. The members are interested in how new regulations affect Code Enforcement process.

HOME OCCUPATION UPDATE

The Planning Board reviewed Home Occupation regulations 4.6.1-4.6.9. The following points were made:

- 4.6.1 *Activity must be operated by residents of the property. No more than 1 non-resident may be employed on this site. The operator of the home occupation shall reside at the residence whether he/she is the owner of the property or not and shall be engaged in the home occupation.* On regulation 4.6.1 the Board decided to require that only 2 non-residents can be employed in a home occupation. If more than 2 non-residents are needed to maintain a home occupation then the home occupation owner needs to come before the Planning Board to obtain a Special Exception. This Special Exception would be connected to the home owner and not the property.
- 4.6.3: *No on street parking as a result of this activity shall be allowed. If this activity causes a need for additional parking, site plan review will be required.* The Board has decided to leave regulation 4.6.3 as written.
- 4.6.4 *No more than twenty-five percent (25%) of the combined floor area of the dwelling house*

*and accessory buildings shall be devoted to such home occupations.* In the 4.6.4 regulation the Board would like to change the percentage of the home used for the home occupation business from 33% of the dwelling (current language) to 25% of the dwelling and accessory buildings.

- *No signage other than a sign up to 12 inches high by up to 30 inches in length or up to 30 inches high and up to 12 inches in length, or any other configuration not to exceed 360 square inches shall be placed only on the property.* In the 4.6.5 regulation the Board would like to include the wording “that all signage will be placed on the property.”
- *The occupation shall not cause nuisance due to noise, radiation, radio interference, vibration, sound pressure, odors, dust, fumes, vapors, gases, smoke, or glare.* In regards to the 4.6.6 regulation, the Board will research updated wording regarding obnoxious uses.
- *4.6.7 No traffic, other than that of employees, shall be caused by this activity between the hours of 8:00 PM to 7:00 AM.* The regulation 4.6.7 wording will remain the same.
- *4.6.8 No new separate entrance to the occupation.* The home occupation business needs to look like a home or residence not like a business. Nothing will be added for the home occupation business.
- *4.6.9 Storage of goods is only allowed within the primary structure or accessory building.* The Board has decided that any business that needs storage of goods or materials must store all goods and materials inside. Storage outside for any goods and materials will not be allowed.
- The Board discussed the use of pods, sheds as part of the 25% floor space for a home occupation business.
- The 4.6.10 regulation will remain as written.
- The Board felt that it needs to review the definition section of the Zoning Ordinances.

At the Planning Board's next meeting the Board will review an updated draft of the ordinance and will review a list of businesses that would not meet the criteria for a home occupation business. The Board will need to discuss further the issue of online businesses as home occupation businesses. The Board will need to discuss further the issue of Air BNB and its definition, regulations and does it require life safety regulation.

The Board will review and discuss the Commercial Earth Excavation Regulations and any updates to those regulations.

### LRPC UPDATE

Mardean Badger and David Toth attended the most recent LRPC meeting. The topic of the meeting was Solid Waste Management. LRPC did a Powerpoint presentation of their Solid Waste Management Projects undertaken in the last year. They also did an overview of their roundtable presentations. The following cooperative programs were discussed:

- Cooperative Purchase of Electricity is completed and ongoing
- Cooperative Purchase of Oil and Propane is completed and ongoing.
- Cooperative Purchase with SAUs relative to school bus contracts is presently being researched and discussed.
- Group pricing for glass crushing may be investigated.
- Group pricing for disposal of construction material may be investigated.

The next LRPC meeting is scheduled for Monday, May 20. The Annual Meeting is scheduled for Monday, June 24 in Tamworth.

## CORRESPONDENCE

The Planning Board received a letter dated April 12, 2019 about an upcoming resurfacing project on Rte 3 beginning at the intersection of West Street to the intersection of Cottage Street and on Rte 3 from Cottage Street to the intersection of Rte 175. The company doing the work needs to know of any mitigations in the project area. The company needs to be made aware of the local sidewalk project.

The Planning Board discussed briefly which chapters of the Masterplan needs revision this year. They discussed briefly the need for a town-wide survey on land use and how to word the questions to get the most information from the town's residents.

## ADJOURNMENT

A motion was made and seconded to adjourn. The meeting adjourned at 8:10 PM. The next Planning Board meeting will be Wednesday, May 1, 2019 at 6:30 at the Ashland Elementary School Library.

*Submitted by Paula Hancock*