

**Ashland Planning Board
Amended Meeting Minutes
Wednesday, April 3, 2019**

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

MEMBERS PRESENT: Mardean Badger, Susan MacLeod and Kathleen DeWolfe

STAFF PRESENT: Paula Hancock, Recording Secretary

OTHERS PRESENT: Alan Cilley and Christine Cilley

DISPOSITION OF MINUTES

The Planning Board reviewed the minutes from the Wednesday, March 27, 2019 meeting. Kathleen DeWolfe made a motion to approve the minutes as amended. Susan MacLeod seconded the motion. The motion passed by a vote of 3-0.

NON-PUBLIC SESSION PROCEDURE

The Board reviewed an outline of the Non-Public Session Procedure.

PRLAC UPDATE

Kathleen advised the Board that DES wants all applications to be stamped by an engineer. This will add expense to any project brought by an applicant. New and revised regulations are being reviewed by DES are in draft form at this time. Kathleen will keep the Board updated on all DES issues and changes that impact land use.

HOME OCCUPATION REVISION

The Board discussed the home occupation revisions. They discussed the following:

- 4.6: A home occupation is any use that is customarily conducted within a dwelling by the inhabitants thereof and which is secondary to the use of the dwelling for residential purposes. It shall not change the character of the building or the character of the neighborhood. A home occupation shall be interpreted to include: professional office (licensed), business office (other), arts and crafts, instruction, services, agriculture and other products. *The use of a portion of a dwelling, or a portion of an accessory building must be incidental to the said dwelling and subordinate to the primary use of the premises as a residence.* A home occupation that meets the requirements below is permitted in any zone. -- The italicized section of the 4.6 regulation seems to be repetitive and needs further discussion by the Board.
- 4.6.1: Activity must be operated by the residents of the property: -- The Board needs to discuss further the number of employees that may be employed on site. The Board would like to see that the home occupation needs to be resident occupied. The Board needs to discuss that only one person living on premises is engaged in the home occupation. The Board would like to include the wording “the operator of the home occupation shall reside there.”
- 4.6.2: No more than two persons shall be served. -- The Board is still discussing this proposed restriction and its impact on parking.

- 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, a site plan review will be required. The Board needs to discuss this further. One parking space beyond those needed for the residents is already part of the regulations. The dimensions of a parking space are also specified in the regulations.

ADJOURNMENT:

A motion was made and seconded to adjourn. The motion passed. The meeting adjourned at 7:50 PM. The next meeting will be Wednesday, April 24, 2019 at 6:30 PM at the Water and Sewer Conference Room at 6 Collins Street.

Submitted by Paula Hancock