



PLANNING AND  
ZONING COMMISSION

LYME TOWN HALL  
480 HAMBURG ROAD  
LYME, CT 06371

PLANNING AND ZONING COMMISSION  
Regular Meeting

The Lyme Planning and Zoning Commission held a regular meeting on October 7, 2019 at 7:30 p.m. at the Lyme Town Hall, 480 Hamburg Road, Lyme, CT 06371.

MEMBERS PRESENT: Ross Byrne, Chairman, Dave Tiffany, Ann Rich, Kelvin Tyler, Phyllis Ross, Hunter Ward, Bernie Gigliotti ZEO, and Jennifer Thomas Secretary

Also Present: Steven Mattson, First Selectman

**Regular Meeting**

**Adoption of Code; The Town's Regulations and Ordinances will be codified and consolidated into chapters and sections. The Town Zoning Regulations included must be accepted by the Planning and Zoning Commission.**

Present: Steven Mattson, Lyme First Selectman

Mattson explained to the commission that the town has, with State funding, been working towards codifying the regulations and ordinances of the town for the past two or three years. As part of completing the project, the Planning and Zoning Commission must accept the planning and zoning regulations as written in the new code. There are no substantial changes to the document, but rather inconsistencies have been cleared and organizational changes have been made.

Tyler questioned how updates to the document would be made as regulations are updated. Mattson stated that the town will have a maintenance contract to make changes to the regulations as necessary. The Board of Selectmen would like to complete the project and bring it to town meeting in December for adoption.

Byrne called for a motion to accept the codification of the planning and zoning regulations as part of the town's codification project. Rich made the motion, seconded by Tiffany, and the motion passed unanimously.

**New Business**

**New ordinance adding alternate members to the Planning and Zoning Commission**

Byrne asked Mattson to explain to the commission the proposed ordinance to add alternate members to the Planning and Zoning Commission.

Mattson stated that many other town boards and commissions have alternate members and the benefits include having townspeople ready to become commission members as needed. The alternate members will be appointed by the Board of Selectmen with input from the chair and town committees.

The commission agreed and thanked First Selectman Mattson for his time.

### **Approval of 2020 meeting schedule**

Byrne called for the motion to approve the 2020 meeting schedule as presented. Tiffany made the motion, seconded by Ward, and the schedule was unanimously approved.

### **Old Business**

#### **Ongoing Discussion on Short Term Rentals**

Byrne stated that the goal this discussion is to determine if the commission would like to move forward to draft regulations for short term rentals. Byrne discussed some of the concerns with short term rentals and the benefits and drawbacks to regulating.

The commission discussed owner-occupancy, limiting rental days, and acreage as possible parts of the regulations.

Tiffany asked how allowing short term rentals goes along with the town's plan of conservation and development.

Rich mentioned that she has spoken to several people in town who are in favor of regulations. Byrne stated that the consensus of the commission appears to be pursuing regulation and the discussion will continue at future meetings.

#### **Approval of Outstanding Minutes**

A motion was entertained by Byrne to approve the minutes of the August 2019 meeting. Rich made the motion, seconded by Ward, and the minutes were unanimously approved.

#### **Adjournment**

The meeting was adjourned at 8:12 p.m.

Respectfully submitted,

Jennifer Thomas, Secretary