

Approved: \_\_\_\_\_  
Approved with changes: \_\_\_\_\_  
Unapproved: \_\_\_\_\_

**Effingham Planning Board**  
**May 7, 2015**

**Members Present:** Mike Cahalane, Theresa Swanick, Joanna Bull, Paul Potter, Gary Jewell  
**Members Absent:** George Bull, Lawrence Edwards, Bill Piekut (alternate)  
**Others Present:** Barbara Thompson, Dianne Park  
Minutes recorded by Dianne Park

Meeting called to order at 6:35pm.

**Minutes**

A motion was made by Mike, seconded by Paul, to accept the minutes from April 2, 2015 as written. All were in favor.

A motion was made by Mike, seconded the Theresa, to accept the minutes from April 23, 2015 as amended. All were in favor.

Change the date of the meeting from 'April 24, 2015' to 'April 23, 2015'  
Page 2, Section VIII B, delete the last sentence

**Correspondence**

FYI from the State of NH, Department of Transportation, a driveway permit for William Klotz

**Check List Updates**

'Certified mail receipts .....completed for each abutter to be notified'.  
Delete 'completed' from all check lists.

There was a motion by Mike, seconded by Theresa, to delete 'completed' from the sentence pertaining to 'certified mail receipts', for all check lists. All were in favor.

**Site Plan Review Regulations**

The board went through the site Plan Review Regulations. Changes made were:

- Change any reference, in this document, to 'Board' to 'Planning Board'
- Change any reference, in this document' to 'Town' to 'Town of Effingham'
- Page 1, Section II, second sentence, change 'of' to 'or'
- Page 1, Section IV A, first sentence, change '....the owner of the property or his authorized agent', to '.....the owner of the property or an authorized agent'
- Page 1, Section IV A 2, delete the comma after 'external,' and insert a comma after 'lots,'

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- Page 1, Section IV A 3, change all ‘&’ signs to ‘and’
- Page 1, Section IV A 3, change ‘example;’ to ‘example,’
- Page 2, Section VI, change ‘Five’ to ‘Four’
- Page 3, Section VI A 2, change to read ‘Before final approvals can be granted all required Federal and State approvals must be submitted to the Planning Board. One copy of each of the following shall be submitted.’
- Page 3, Section VI A 2, remove b, c and d and renumber
- Page 3, Section VI A, make a new Section VI A 3, which states:  
Section VI A 3. An approval or pending approval of the following shall be submitted including but not limited to:
  - a. Approvals from New Hampshire Department of Environmental Services – Subsurface bureau for any proposed sewage disposal system.
  - b. approvals from the New Hampshire Department of Transportation for access driveway approval for any access onto a State Highway, or Approval from the Town of Effingham granting driveway access onto a town road (driveway permit)
  - c. Approvals from New Hampshire Department of Environmental Services – Wetland bureau for any proposed wetland or streams impacts
- Page 3, Section VI B 1, change ‘Five’ to ‘Four’
- Page 3, Section VI B 1, add ‘22”x34” or’
- Page 4, Section VI B 2, change the opening sentence to read: ‘One copy of each of the following shall be submitted as a condition of final approval.’
- Page 4, Section VI B 3, change to read: ‘The Planning Board may require an impact analysis which takes into account, to the extent the Planning Board deems applicable, the following items which includes but is not limited to:’
- Page 6, Section VI D 4, delete number 12 and renumber the section
- Page 7, Section VI D 15, change to read: ‘The site plan shall be developed in a manner which is consistent with the character of the town as described in the Town of Effingham Master Plan.’
- Page 8, Section XII B, delete ‘Section 1102.2’

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A motion was made by Theresa, seconded by Paul, to accept all changes to amend Site Plan Review Regulations. All were in favor.

A work session is scheduled for May 21, 2015 to go over Subdivision Regulations.

A motion was made by Paul, seconded by Mike, to adjourn the meeting.  
Meeting adjourned at 7:45pm.