

Approved: _____
Approved with changes: _____
Unapproved: _____

Effingham Planning Board

July 7, 2016

- 5 **Members Present:** Joanna Bull, George Bull, Mike Cahalane, Paul Potter, Theresa Swanick, Gary Jewell, Tom Thompson (alternate),
Members Absent: Len Espie
Minutes recorded by Barbara Thompson

10 Meeting called to order at 6:35pm.

Minutes

A motion was made by Mike, seconded by George, to approve the minutes from June 15, 2016 as presented. All were in favor.

15 A motion was made by Mike, seconded by Paul to approve the minutes from June 23, 2016 as presented. All were in favor.

Correspondence:

- 20 • ZEO monthly report: Discussion arose around home occupations and the need for a method to track approvals. Since the Planning Board is the ultimate determiner of home occupations, the planning board should receive a copy of the application to confirm the applicant meets the criteria. The need for a checklist for the ZEO to forward to the Planning Board was discussed. Reviewing the criteria for a home occupation lead to the following change: Replace "Is not located in the Province Lake District" with "Has received Special Exception, if located in the Province Lake District." Joanna moved and George seconded the amendment. The motion passed. A form will be drafted and sent to all members for review and edits.
- 25 • Westward Shores Campground: Correspondence from the Ossipee Planning Board and Freedom Conservation Commission were passed around for review. Tom attended as Effingham's LRPC representative and gave input about concerns over flood levels and narrow roadways expressed at the July 5th public hearing in Ossipee. The next hearing will be July 19th.
- 30 • NH Division of Historical Resources (FYI): Re: Peter Dinger, 131 Bonneyman Rd. M109, L4. No historic properties are affected. George brought up the thought that any land between a retaining wall and the water would be wetland and should it come under Planning Board review? Discussion was put off to a future meeting.
- 35 • NH Division of Historical Resources (FYI): Re: Peter Dinger, 131 Bonneyman Rd. M109, L4. No historic properties are affected. George brought up the thought that any land between a retaining wall and the water would be wetland and should it come under Planning Board review? Discussion was put off to a future meeting.

40 There was a final review of the edits to site plan and zoning ordinance. No further changes were made. The amendments are final.

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- 45 The schedule for the next 3 meetings was set.
- July 14th, Thursday is a work session to review the ZEO Home Occupation checklist and applications and checklists. All the current forms are on the website.
 - August 4th, regular monthly meeting will work on ADUs
 - August 18th, Thursday work session for either CIP, ADUs or campgrounds, whichever is
- 50 ready for presentation

Mike filled in the members re: some important issues brought up during the OEP workshop last month for future discussion.

- 55
- Change of application filing to the PB: Must be submitted 21 days prior to a meeting to be accepted as complete. RSA 674:4,B (revised from 15 days)
 - Should Notices of Decision be reviewed by the PB members before being sent to the applicant?
 - Driveways: Not under the authority of the BOS, but the PB. Side note: the State requires 500' of frontage or more for a property to have a second driveway cut
- 60 (RSA236:13)
- Excavation Permits: (RSA 155:E) Update zoning regulations to regulate any potential gravel/sand pits or large excavation sites. Possibly add them to the list of permitted uses as a Special Exception.
 - Reminder that all revised documents need to be filed with the Town Clerk's office.
- 65
- Legal/profession line should be added to PB budget.
 - Master Plan: Has legal value as it is our number one defense in court. Copies he has seen are not signed. Check this out.

- 70 A motion was made by Paul, seconded by George, to adjourn the meeting. The motion passed and the meeting adjourned at 8:00pm.