

Approved: _____
Approved with changes: _____
Unapproved: _____

Effingham Planning Board
September 19, 2016

Members Present: Len Espie, Mike Cahalane, Theresa Swanick, George Bull, Tom Thompson(A)

Members Absent: Joanna Bull, Paul Potter, Gary Jewell

Others Present: Barbara Thompson, Dianne Park, Rebecca Boyden

Meeting called to order at 6:35pm.

Theresa ran tonight's meeting in the absence of chairman, Joanna Bull.

Theresa made Tom Thompson a voting member of tonight's meeting in place of Gary Jewell.

Budget 2017

A motion was made by George, seconded by Mike, to keep the budget the same as last year and add a line for Professional Services in the amount of \$1,000.00 making the total budget \$6,055.00. All were in favor.

Lot Line Adjustment

A lot line adjustment for Tax Map 410 lots 6 and 7. The board went through the checklist making sure the application was complete. Checklist:

1. Completed Application form
2. List of abutter names, including yourself, with map/lot numbers and mailing addresses.
3. Engineers, surveyors and all other professionals whose seal appears on the plat must be included on your abutters list with mailing addresses.
4. Five copies of a plat drawn by a licensed surveyor or engineer. The size of the plats shall be 22" x 34" with a scale of 1 inch equals 100 feet or larger. Upon final approval a mylar of 22"x34" will also be required.
5. Three sets of mailing labels with the name and address of each abutter along with a business size envelope for each.
6. Certified mail receipt with return receipts completed for each abutter to be notified.
7. Payment to the Town of Effingham for the applicable fees.
8. Separate check made payable to: Carroll county Registry of Deeds for a surcharge imposed by the State of NH for LCHIP.

Subdivision

A subdivision for Tax Map 410 lot 6 (once lot line adjustment is approved). The board went through the checklist making sure the application was complete. Checklist:

- A. A completed application form.
- B. Names and addresses of all abutters.
- C. Payment to cover filing and notification fees.
- D. Four (4) copies of the plat must be submitted with the application. The size of the plat shall be 22"x34" or 24"x36" with a scale of 1 inch equals 100 feet or larger.

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E. Upon approval a mylar plat of 22"x34" or 24"x36" shall be required.

A motion was made by George, seconded by Mike, saying the lot line adjustment and the subdivision applications were complete. A public hearing will be held next month.

Accessory Dwelling Units

The board went through the draft for Article 23 Accessory Dwelling Units. Changes made were:

- 2303 Definitions: Change the beginning of Detached Accessory Dwelling Unit from 'A Residential Living Unit' to 'An Accessory Dwelling Unit'.
- 2304 Procedure: This whole section will be deleted.
- 2305 Requirements: This section will be changed as follows:
 1. Each Accessory Dwelling Unit requires a building permit (RSA 674:72, II) which must be accompanied by a completed Accessory Dwelling Unit checklist.
 2. Any construction for an Accessory Dwelling Unit shall comply with all the development standards for a single family dwelling and shall not increase any nonconforming aspect of any existing structure. RSA 674:72, I
 3. #1 Number of Units
 4. #2 Occupancy
 5. #3 Location
 6. #4 changing the title to: 'Accessory Dwelling Unit Size'
 7. #5 Parking
 8. #6 Lot Size
 9. #7 Design-change D from '3(three) bedrooms' to '2(two) bedrooms'
 10. #8 Driveways
 11. #9 Subdivision
 12. #10 changing 'Sale or ownership' to 'Sale of ownership'
 13. #12 changing '6(six) individuals' to '4(four) individuals'
 14. All other requirements of this ordinance must be met.
- 2306 Accessory Dwelling Units as Rentals: delete the third paragraph

Accessory Dwelling Unit Checklist

- Delete the box at the bottom of the page that says: 'This completed and approved checklist may be considered as a Certificate of Use which must be renewed yearly. Application to renew the Certificate of Use shall be due by April 15th following the date of approval of the Certificate of Use and then by every April 15th thereafter for so long as the Accessory Dwelling Unit continues.'
- Delete 'Certificate of Use #'

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The board decided to add the definition of Work Force Housing to the General Definitions in Article 20.

There was a motion by George, seconded by Mike, to adjourn the meeting.
Meeting adjourned at 9:00pm.