

Approved: _____
Approved with changes: _____
Unapproved: _____

**Effingham Zoning Board of Adjustment
Meeting Minutes December 6, 2017**

5 **Members Present:** Mike Cahalane, Tim White, Jory Augenti

Absent: Tom Hart, David Strauss

Others Present: Gina Dettori

10 Meeting called to order at 7:00pm

Minutes

15 **Approval of Minutes:**

Minutes from 11/1 were approved without changes.
Jory motioned to accept the minutes without change and Tim seconded. The motion passed.

20 **Public Comment:**

Roland & Barbara Davis submitted an application for special acceptance to become a multi-family dwelling unit. The application from Mr. & Mrs. Davis was denied due to incompleteness. The application was missing the abutters list and check amount was insufficient.

25 Jory motioned to deny the application due to the missing information and Tim seconded. The motion passed.

Albert and Susan Cutter submitted an application for a variance. While the application was complete the Cutters did not clarify what they were applying for the variance from.

Gina and/or Cheryle will confirm the abutters list for accuracy of the mailing addresses.

30 Jory motioned to accept the application as complete and Tim seconded. The motion passed.

The hearing for the Cutters was scheduled for January 3rd 2018. Mike will reach out to the Cutters to verify they can attend or if they need the date moved out.

Correspondence:

35 Effingham Conservation Commission

Old Business:

40 There was a continued discussion on Rules of Procedure (ROP) on how to handle a board member's lack of attendance.

Jory motioned that the Chairman draft a formal letter to the alternate Zoning Board member to notify him of his removal due to non-attendance. Mike seconded. The motion passed.

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45 There was a review of the Notification to Abutters list and whether include to town as an abutter. Mike will bring the question before the Planning Board at the scheduled 12/7/17 meeting.

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Next scheduled meeting January 4, 2018

Tim motioned to adjourn, Jory seconded. The motion passed.

50 Meeting adjourned at 8:30