

Approved:

Approved with changes:

Unapproved: \_\_\_\_\_ \_

**Effingham Zoning Board of Adjustment**  
**Meeting Minutes February 16, 2018**

**Members Present:** Mike Cahalane, Tim White, Tom Hart, David Strauss

**Absent:** Jory Augenti

**Others Present:** Gina Detorio

Meeting called to order at 7:00pm

**Minutes**

**Approval of Minutes:**

Line 22: change "acceptance" to "exception"

Line 23: Change "denied" to "Not accepted"

Line 29: Remove "and/or Cheryle"

Minutes from 12/6 were approved with changes.

David motioned to accept the minutes with change and Mike seconded. The motion passed.

**Correspondence:**

Mr. Murphy submitted his letter of resignation

Albert & Susan Cutter's hearing has been scheduled for April 4, 2018 at 7:15 pm.

Gina will pull the property card for map 1 03/10t 26 (Cutter property) and Gina will also be sure to post the public hearing.

It was clarified that The Cutters were applying for a variance for relief from section 402

Roland & Barbara Davis (Map 413/Lot 209) resubmitted their paperwork. The Board reviewed the paperwork and Tim motioned to accept it as complete, seconded by Tom. The motion passed. The case number assigned was #088

Rebecca left the Board a copy of another Special Exception for Clyde Bean, IV (Map 407/Lot 02). The application has not yet been officially submitted.

Rebecca also left another FYI for The Board in regards to Mr. Varney

**Old Business:**

Notice of Decision will be updated with boiler plate wording. Gina will email current versions to The Board for suggestions to be made at the next meeting.

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ZBA Application changes:

Pg. 1: Add a space for the applicant to notify The Board of their Zoning District (to follow Tax Map and Lot  
Pg. 2: Under Variance Section add as a last line: Variance approval expires Twenty-Four (24) months after date of approval RSA 674:33, I-a  
Under Special Exception Section add as a last line: Special Exception approval expires after twenty-four (24) months of approval RSA 674:33, IV  
Under Appeal from an Administrative Decision Section, in the final line, add: "within sixty-five (65) days." after the word "Adjustment"  
Exchange the old Abutter's List with the updates Notification List and insert a spot for the applicant to initial the page.

ZBA Rules of Procedure changes:

Pg. 3. Under Alternates Section, letter a, second line change the word "should" to "shall"  
Pg. 4: Under Regular Meetings remove the entire stand-alone line below the paragraph that reads: "Rules for posting meetings shall be referred to in Appendix B."  
Pg. 6: 4. Order of Business change the order to:  
a. Call to order by the Chairman  
b. Conduct roll call  
c. Review minutes of previous meeting  
d. Communications and miscellaneous  
e. Public hearing  
f. Old business  
g. New business  
h. Other business before the board  
i. Adjournment

Under Public Notice section: Remove the Effingham Post office as a place of posting and add The Town Library (this change will go for the rest of the document where the Post Office is listed).

The Town Seal will be added to ALL future correspondence on letterhead.

Next scheduled meeting: March 7, 2018  
Dave motioned to adjourn, Tom seconded. The motion passed.  
Meeting adjourned at 9:40pm

*These minutes are considered draft until approved by the board at the next regularly scheduled meeting. Corrections will be noted in the following month's meeting minutes.*