

**Town of Effingham, New Hampshire
Historic District Commission**

**Meeting Minutes
November 12, 2018**

Present: E. Chick (Chair), E. Jones (Assistant Chair), S. Finn (Secretary), J. Meisner (Selectmen's Representative)

Others Present: There were eight members of the public present. Those individuals were: Mike Cahalane, Heidi Foy, Jason Earle, Mary Martin, Pat Riker, Jan Smith, Bill Taylor, and Jack Williams.

The meeting was called to order at 7:00 PM by the Chair.

Note: At this time, the Commission moved to New Business first, in order to accommodate the members of the public in attendance. The minutes of the meeting, however, will be presented in their usual order.

Review of Minutes: The minutes of the October 8th meeting were distributed. It was moved by the E. Jones to accept the minutes as written. Seconded by E. Chick. Passed and carried. It was noted by E. Jones that starting with January 2019 meetings, meeting minutes must state Commissioners' names (ex: Erik Jones or E. Jones vs. Assistant Chair).

Correspondence: 4 pieces of Correspondence were received.

- Email from Jennifer Murphy who asked to have her name removed from the email distribution list because she is no longer a resident of the Lord's Hill Historic District; Erik Jones stated that he has completed this request.
- Renewal request received from Preservation Alliance; Erik Jones moved that we renew at the current level. Elaine Chick seconded. All in favor.
- Two Applications for Certificate of Approval.

Old Business

- 1) Historic Roadside Marker for the Effingham Town Hall building.

State application pending. No news. Erik will find out whether the application was in fact received. If it was not received, it will be resubmitted using USPS Return Receipt.

- 2) Potential Members/Vacancies on the Commission.

No update. Vacancies to fill: one full seat and two alternate seats.

- 3) Creation of a Master List of Data for Historic District Properties. No further progress to date.

- 4) Annual Budget:

The HDC Budget for 2019 (\$1145.00) has been approved as written.

New Business

1. Application for Certificate of Approval – Patricia Riker

- **57 Plantation Road ~ Map# 203 Lot# 22**
- **Application for driveway paving in the Lord's Hill District–**

Application Review: The application was reviewed and determined to be complete by the Commission. The Chair then asked the Applicant to state her purpose for the application and the details of the proposed changes. Ms. Riker indicated that she did not realize a Certificate of Approval was required and had already had the driveway paved with asphalt. She also stated her need to have a smooth surface to walk on due to her unsteady gait.

Discussion: The Chair noted that asphalt paving is not an approved driveway surface per the HDC Regulations and noted paving is considered on a case by case basis. The Chair then asked what other paving options did the Applicant consider prior to moving ahead with asphalt? Ms. Riker indicated that she did not consider any other options.

The Chair reviewed, with the members of the Commission and those in attendance, other paving options that might be suitable options in a Historic District:

1. Poured Concrete- which can be stained in shades of browns and grays to blend more with a dirt road.

2. Stamped Concrete – along with staining, a pattern can be stamped into the concrete giving the appearance of flat stone or flag stone as well as other patterns.

3. Interlocking pavers can be laid in patterns and come in an assortment of sizes and colors that would blend in with the surroundings.

4. Tar and Chip or Chip Sealed - Stone chips are pressed into a tar base. Stone chips of various color would blend with the road and provide a smoother surface than a gravel driveway.

5. Exposed Aggregate - similar to Chip Sealing but uses a concrete base. Can be polished to a very smooth surface.

Public Comment: M. Cahalane asked if asphalt paving would now be an option for all properties in the Historic Districts? The answer was no, asphalt paving is not an approved paving option. The preferred driveway surface in the Historic Districts is still packed gravel, however for those driveways subject to wash out other paving methods are available and are considered on a case by case basis.

Continuance: The Applicant stated she would like time to consider the other paving options. The Chair provided a copy of the paving options sheet and the Commission asked the Applicant to review these other paving options and return at the next meeting with a plan for mitigation.

Per Applicant request, the Commission is extending discussion on this Application to the December 10th meeting. The Commission will then review Ms. Riker's plan for an acceptable alternative/mitigation to asphalt paving which has already been completed.

2. Application for Certificate of Approval - Effingham Historical Society:

- **1014 Province Lake Road ~ Map # 204 Lot # 52**

- **Application for 1. Driveway closure, 2. Create earthen berm across entrance, 3. Create swale along edge of road and property to redirect road run off.**

Note: Erik Jones wishes to be on record stating he does not believe the HDC has regulations related to the proposed request and believes this is under property maintenance.

Application Review: The application was reviewed and determined to be complete by the Commission.

The Chair then asked the Applicant to state the purpose for the application and the details of the proposed changes. Mr. Taylor and Mr. Williams described the water issues they were experiencing and the impact to the building infrastructure. The plan is composed of 3 parts: **#1** Close the driveway along Corner Road. **#2.** Build the berm to prevent the water from Corner Road from running into the parking lot and thus against the building by redirecting the water in the adjacent wet lands. **#3.** Dig a swale along the property borders and the roads, Corner Road, Old Pound Road and Route 153 to direct the water alongside the road and away from the building. The work has already been completed as the Applicant felt based on prior conversations this work was maintenance.

Discussion: With regards to **#3:** The Chair stated the digging of the swale in the right-of-way is not governed by the HDC and directed the Applicant to the Board of Selectmen for permission to alter the right-of-way. With regards to **#1:** Closing the driveway entrance on Corner Road. This is also not an HDC Regulation. Driveway modification such as widening, or applications for paving do fall under HDC Regs, however closure would fall to the Planning Board. With regards to **#2:** Constructing a berm to block the driveway and redirect road water runoff into the wetlands. The Commission debated whether this was indeed an HDC regulated modification. There was considerable discussion about what was being constructed, what the final product would look like, and the fluorescent orange snow fence presently stuck on the top. The Applicant described the finished product to be an earthen berm with plantings on the sides and top to create a natural barrier. Redirection of the water into the wetlands has been discussed with the Conservation Commission and approval is expected. The Commission took a poll of members on whether this would be considered maintenance or require a Certificate of Approval. Based on the way the regulations are written it was 3 to 1 that this should be considered Maintenance.

The Commission determined that the sitework is needed for maintenance, therefore no Application is necessary. Application fee was returned, and the Application withdrawn.

3. **Project Update - Mary Martin from Plantation Road** – Inquiry for septic system installation, does this need a Certificate of Approval.
 - The plans show the septic system to be installed behind the house and not visible from the road. No Certificate of Approval is need. **It was noted:** A permit from the Zoning Enforcement Officer would be required. Also noted was a small stone wall that may need to be altered or moved as part of the installation. Ms. Martin noted this wall is not an old wall but a result of the prior digging for the prior tank or well, possibly even some stones relocated from the cemetery wall some years back. Nothing further required from the HDC for this installation.

There being no further business to come before the Commission, a motion to adjourn was made by E. Jones. Seconded E. Chick. All in favor.

Meeting Adjourned at 8:45 PM.

Respectfully submitted,

Sandy Finn
Secretary